

Overstrand Municipality
2nd QUARTER TOP LAYER SDBIP REPORT 2015/2016 (01 OCTOBER 2015 - 31 DECEMBER 2015)

Council & Municipal Manager

Ref	Strategic Objective	KPI	Unit of Measurement	Source of Evidence	QUARTER ENDING 30 SEPTEMBER 2015					QUARTER ENDING 31 DECEMBER 2015					Overall Performance for Sep 2015 to Dec 2015		
					Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R
TL7	The provision of democratic, accountable and ethical governance	Submit quarterly progress reports on the revision of the top 10 risks as a corrective action to the Executive Management Team	Number of progress reports submitted	EMT minutes where item served.	1	1	G	[D12] Municipal Manager: Target met. (September 2015)		1	1	G	[D12] Municipal Manager: Target met. Item served before the Executive Management Team at meetings held on 5 October 2015 and 3 November 2015. (December 2015)		2	2	G
TL8	The provision of democratic, accountable and ethical governance	Quarterly report to the Management, Executive Mayor, Auditor-General and Audit Committee on progress with implementation of key controls as identified in key control deficiencies	Quarterly reports submitted	Minutes of the Audit Committee	1	1	G	[D13] Internal Auditor: Key Control Assessment and Dashboard Report for the 3rd and 4th quarter were tabled to the AC at the meeting that were held on 16 September 2015. (September 2015)		1	1	G	[D13] Internal Auditor: Key Control Assessment and Dashboard Report for 1st Quarter was tabled to AC during meeting that was held on 25 November 2015. (December 2015)		2	2	G
TL9	The provision of democratic, accountable and ethical governance	Risk based audit plan approved by the Audit Committee by the end of June 2016	Plan approved	Minutes of Audit Committee meeting during which RBAP was approved	0	0	N/A			0	0	N/A		0	0	N/A	
TL45	The provision and maintenance of municipal services	Percentage of a municipality's capital budget actually spent on capital projects identified for 2015/16 in terms of the municipality's IDP {(Actual amount spent on projects as identified for the year in the IDP/Total amount spent on capital projects)X100}	% of the capital budget spent	Expenditure report from SAMRAS	5%	23%	B	[D414] Municipal Manager: Target exceeded (September 2015)		25%	44%	B	[D414] Municipal Manager: Target met. (December 2015)		25%	44%	B

Management Services

Ref	Strategic Objective	KPI	Unit of Measurement	Source of Evidence	QUARTER ENDING 30 SEPTEMBER 2015					QUARTER ENDING 31 DECEMBER 2015					Overall Performance for Sep 2015 to Dec 2015		
					Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R
TL26	The provision of democratic, accountable and ethical governance	The percentage of a municipality's budget (training budget) actually spent on implementing its workplace skills plan (Actual expenditure divided by the budget allocated)	% of the training budget spent on implementation of the WSP	Expenditure reports from SAMRAS	20%	49.35%	B	[D86] Director: Management Services: Training Budget Budget Allocation R2 000 000.00 Budget Spend to Date R987 130.57 Available Budget R1 012 869.43 (September 2015)		40%	46%	G2	[D86] Director: Management Services: Capital/Operating Budget Provisions Scoa unique key : 20150212015661 Scoa unique key Description : Training Budget Provision 2015/2016 : R2 000 000.00 Spent to Date/Committed : R1 078 517.18 Balance Available : R921 482.82 (December 2015)		40%	49.35%	G2
TL27	The provision of democratic, accountable and ethical governance	Review the Municipal Organisational Staff Structure by the end of June 2016	Structure reviewed	New approved posts on the operational budget; LLF minutes (restructuring)	0	0	N/A			0	0	N/A		0	0	N/A	

TL28	The provision of democratic, accountable and ethical governance	Revise the Section 14 Access to Information Manual by the end of June 2016 to ensure compliant and up to date policies	Manual revised	Letter to the Human Rights Commission	0	0	N/A		0	0	N/A		0	0	N/A
TL29	The provision of democratic, accountable and ethical governance	90% of the approved and funded organogram filled {(actual number of posts filled divided by the funded posts budgeted) x100}	% filled	HR statistics on filled and vacant posts	90%	92%	G2	<p>[D89] Director: Management Services: Total Post as at end of SEPTEMBER 2015: Filled 1076 Vacant 94 Total 1170</p> <p>As at the end of SEPTEMBER 2015 there were 94 vacancies. Vacancy Status Overview: Outstanding vacancies 58 Advertised 26 Interview 10 Total vacancies 94</p> <p><i>(September 2015)</i></p>	90%	92%	G2	<p>[D89] Director: Management Services: Filled 1025 Vacant 143 - 56 (Water) =87 Total 1112 <i>(December 2015)</i></p>	90%	92%	G2
TL30	The provision of democratic, accountable and ethical governance	The number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan	The number of people from EE target groups employed	Monthly report to Directors	54	62	G2	<p>[D49] Senior Manager: Human Resources: 61 People from employment equity targets employed within the 3 highest levels of management <i>(July 2015)</i></p> <p>[D49] Senior Manager: Human Resources: 62 People from employment equity targets employed within the 3 highest levels of management <i>(August 2015)</i></p> <p>[D49] Senior Manager: Human Resources: 62 People from employment equity targets employed within the 3 highest levels of management <i>(September 2015)</i></p>	54	61	G2	<p>[D49] Senior Manager: Human Resources: 60 People from employment equity targets employed within the 3 highest levels of management <i>(October 2015)</i></p> <p>[D49] Senior Manager: Human Resources: 61 People from employment equity targets employed within the 3 highest levels of management <i>(November 2015)</i></p> <p>[D49] Senior Manager: Human Resources: 61 People from employment equity targets employed within the 3 highest levels of management <i>(December 2015)</i></p>	54	61	G2
TL31	The provision of democratic, accountable and ethical governance	Provide legal assistance and input on policies, contracts, agreements, legislation, by-laws and authorities within 5 working days	Number of responses to legal assistance provided within 5 working days	Written proof response to legal assistance including the schedule of referrals	30	168	B	<p>[D70] Senior Manager: Legal Services: The legal services department exceeded the previous months target. <i>(July 2015)</i></p> <p>[D70] Senior Manager: Legal Services: 29 legal referrals was responded to in the month of August 2015. <i>(August 2015)</i></p> <p>[D70] Senior Manager: Legal Services: Exceeded the key performance indicator and the previous months target. <i>(September 2015)</i></p>	30	217	B	<p>[D70] Senior Manager: Legal Services: The attended legal referrals exceed September 2015 target. <i>(October 2015)</i></p> <p>[D70] Senior Manager: Legal Services: The amount of legal referral's dealt with within 95% of the allocated key performance indicator exceeded the target set during the previous month. <i>(November 2015)</i></p> <p>[D70] Senior Manager: Legal Services: Legal Services rendered 66 legal responses, input and commentary in December 2015. <i>(December 2015)</i></p>	60	385	B

TL32	The provision of democratic, accountable and ethical governance	Monthly Reports on additional court matters	Number of reports on court matters	Monthly Report on Additional Court matters (Financial & Court process)	6	4	R	[D75] Senior Manager: Legal Services: Although the July 2015 does not normally reflect an increase in revenue, it is evident from the stats report that there was still a reasonable inflow of payments. (July 2015) [D75] Senior Manager: Legal Services: The monthly report on additional court matter currently only focus on traffic offences. It is the objective to incorporate additional matters once the court comes in full operation. (August 2015) [D75] Senior Manager: Legal Services: Reports were provided to senior management on the generated income on fines for the additional court, as well as the attended matters on the September 2015 court rolls. In the circumstances 376 matters were dealt with in September 2015. (September 2015)	[D75] Senior Manager: Legal Services: None (July 2015) [D75] Senior Manager: Legal Services: None (August 2015) [D75] Senior Manager: Legal Services: None (September 2015)	6	6	G	[D75] Senior Manager: Legal Services: Since the additional court came into operation senior management is provided with an operational report and financial report. The operational report reflect the amount of matters on the court roll and their outcome, whilst the financial report reflect the collectable income of the additional court. (October 2015) [D75] Senior Manager: Legal Services: Refer to the both the financial and operational additional court reports. (November 2015) [D75] Senior Manager: Legal Services: Please refer to the monthly operational and financial report for the additional court. Legal Services further incorporated an additional supplementary report providing an update on all non - traffic related matters on the court roll. (December 2015)	[D75] Senior Manager: Legal Services: None. (October 2015) [D75] Senior Manager: Legal Services: None. (November 2015) [D75] Senior Manager: Legal Services: None (December 2015)	12	10	O
TL33	The promotion of tourism, economic and social development	Establish a LDAC (Local Drug Action Committee) in terms of the Prevention and Treatment of Substance Abuse Act by August 2015	Established LDAC	Minutes of meeting / Attendance Register	1	1	G	[D94] Manager: Social Development: The Overstrand LDAC has been established. The Committee is in the process of drafting a Local Drug Action Plan. The next meeting will be towards the end of October - early November. (September 2015)		0	0	N/A			1	1	G

Finance

Ref	Strategic Objective	KPI	Unit of Measurement	Source of Evidence	QUARTER ENDING 30 SEPTEMBER 2015					QUARTER ENDING 31 DECEMBER 2015					Overall Performance for Sep 2015 to Dec 2015		
					Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R
TL17	The provision of democratic, accountable and ethical governance	Financial viability measured in terms of the available cash to cover fixed operating expenditure ((Available cash+ investments)/ Monthly fixed operating expenditure)	Ratio achieved	Annual Financial Statements & Sec 71 reports	0	0	N/A			0	0	N/A			0	0	N/A
TL18	The provision of democratic, accountable and ethical governance	Financial viability measured in terms of the municipality's ability to meet it's service debt obligations ((Total operating revenue-operating grants received)/debt service payments due within the year) (%)	Ratio achieved	Annual Financial Statements & Sec 71 reports	0%	0%	N/A			0%	0%	N/A			0%	0%	N/A
TL19	The provision of democratic, accountable and ethical governance	Financial viability measured in terms of the outstanding service debtors (Total outstanding service debtors/ revenue received for services)	% achieved	Annual Financial Statements & Sec 71 reports	0%	0%	N/A			0%	0%	N/A			0%	0%	N/A
TL20	The provision of democratic, accountable and ethical governance	Financial statements submitted to the Auditor-General by 31 August 2015	Financial statements submitted	E-mail as confirmation of submission	1	1	G	[D160] Director: Finance: SUBMITTED TO AG ON 31 AUGUST 2015 (August 2015)		0	0	N/A			1	1	G

TL21	The provision of democratic, accountable and ethical governance	Submit a reviewed long term financial plan by end of October 2015	Submission of long term financial plan	Updated long term financial plan	0	0	N/A	[D161] Deputy Director: Finance: A service provider has been appointed. (July 2015) [D161] Deputy Director: Finance: Documentation has been submitted to the service provider. (August 2015) [D161] Deputy Director: Finance: Draft plan has been received. (September 2015)		1	1	G	[D161] Deputy Director: Finance: Long term financial plan received on 22 October 2015 (October 2015) [D161] Deputy Director: Finance: Not applicable for the period. Task completed in October 2015. (November 2015) [D161] Deputy Director: Finance: Not applicable for the period. Task completed in October 2015. (December 2015)		1	1	G
TL44	The provision and maintenance of municipal services	Provision of free basic electricity, refuse removal, sanitation and water in terms of the equitable share requirements	Number of households	Monthly summary from the indigent register	6,650	8,124	G2	[D134] Senior Manager: Revenue: 8337 Households @ R3 352 278.87 (July 2015) [D134] Senior Manager: Revenue: 8336 Households @ R5 479 944.05 (August 2015) [D134] Senior Manager: Revenue: 8 124 Households @ R4,328,480.71 (September 2015)	[D134] Senior Manager: Revenue: n/a (July 2015) [D134] Senior Manager: Revenue: n/a (August 2015) [D134] Senior Manager: Revenue: n/a (September 2015)	6,650	7,317	G2	[D134] Senior Manager: Revenue: 8 124 Households @ R4,328,480.71 (October 2015) [D134] Senior Manager: Revenue: 7 302 Households @ R3 946 768.41 (November 2015) [D134] Senior Manager: Revenue: 7 317 Households @ R3 954561.91 (December 2015)	[D134] Senior Manager: Revenue: n/a (October 2015) [D134] Senior Manager: Revenue: n/a (November 2015) [D134] Senior Manager: Revenue: N/A (December 2015)	6,650	7,317	G2
TL51	The provision of democratic, accountable and ethical governance	Achieve a debt recovery rate not less than 96% (Receipts/total billed for the 12 month period x 100)	% Recovered	Statistics from Revenue department regarding the collection rate on 30, 60 and 90 days (Report OV-B113R)	96%	96.45%	G2	[D159] Director: Finance: 2015/06-2015/07 84.02 % 2015/05-2015/07 96.00% 2015/04-2015/07 97.77 % (July 2015) [D159] Director: Finance: 2015/06-2015/07 83.87% 2015/05-2015/07 94.56% 2015/04-2015/07 97.50% (August 2015) [D159] Director: Finance: 2015/08-2015/09 88.93% 2015/07-2015/09 96.16% 2015/06-2015/09 96.45% (September 2015)	[D159] Director: Finance: n/a (July 2015) [D159] Director: Finance: n/a (August 2015) [D159] Director: Finance: n/a (September 2015)	96%	97.38%	G2	[D159] Director: Finance: 2015/09-2015/10 88.19% 2015/08-2015/10 96.92% 2015/07-2015/10 97.47 % (October 2015) [D159] Director: Finance: 2015/10-2015/11 85.16 % 2015/09-2015/11 96.19% 2015/08-2015/11 98.00 % (November 2015) [D159] Director: Finance: 2015/11-2015/12 88.40 % 2015/10-2015/12 93.19% 2015/09-2015/12 97.38 % (December 2015)	[D159] Director: Finance: n/a (October 2015) [D159] Director: Finance: n/a (November 2015) [D159] Director: Finance: n/a (December 2015)	96%	97.38%	G2

Protection Services

Ref	Strategic Objective	KPI	Unit of Measurement	Source of Evidence	QUARTER ENDING 30 SEPTEMBER 2015					QUARTER ENDING 31 DECEMBER 2015					Overall Performance for Sep 2015 to Dec 2015		
					Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R
TL34	The creation and maintenance of a safe and healthy environment	Annually review and submit Disaster Management Plan to the District by the end of June 2016	Reviewed plan submitted	Acknowledgement of receipt from the District	0	0	N/A			0	0	N/A			0	0	N/A
TL35	The creation and maintenance of a safe and healthy environment	Arrange public awareness sessions on Protection Services	Number of sessions held	Quarterly statistical report	10	24	B	[D208] Director: Protection Services: 24 Public Awareness Conducted (September 2015)		6	13	B	[D208] Director: Protection Services: 13 pubic awareness's (December 2015)		16	37	B
TL36	The creation and maintenance of a safe and healthy environment	Annually review Community Safety Plan by the end of June in conjunction with the Department of Community Safety	Plan reviewed	Correspondence with the Department of Community Safety	0	0	N/A			0	0	N/A			0	0	N/A
TL37	The creation and maintenance of a safe and healthy environment	Review the Fire Management Plan by the end of June 2016	Plan reviewed	Reviewed Fire Management Plan	0	0	N/A			0	0	N/A			0	0	N/A
TL38	The creation and maintenance of a safe and healthy environment	Collect R8000000 Public Safety Income by 30 June 2016	R-value of public safety collected income	SAMRAS reports	R 2,000,000	R 8,370,452	B	[D214] Director: Protection Services: Extract from trial balance Sept 2015 (September 2015)		R 2,000,000	R 8,691,934	B	[D214] Director: Protection Services: R8691934 - extract from T.B (December 2015)		R 4,000,000	R 17,062,386	B

Community Services

Ref	Strategic Objective	KPI	Unit of Measurement	Source of Evidence	QUARTER ENDING 30 SEPTEMBER 2015					QUARTER ENDING 31 DECEMBER 2015					Overall Performance for Sep 2015 to Dec 2015		
					Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R
TL1	The provision of democratic, accountable and ethical governance	98% of the operational conditional grant (Libraries, CDW) spent (Actual expenditure divided by the total grant received)	% of total conditional operational grants spent (Libraries, CDW)	Quarterly expense reports obtained from SAMRAS	20%	21.29%	G2	[D335] Director: Community Services: 21.29 % SPENT (September 2015)		50%	64%	G2	[D335] Director: Community Services: COMPLIED (December 2015)		50%	64%	G2
TL2	The provision and maintenance of municipal services	m² of roads patched and resealed according to Paveman Management System within available budget	m² of roads patched and resealed	Main and Adjustments Budgets and approved project plans and statistics kept	0	0	N/A			15,000	70,007	B	[D336] Deputy Director: Operational Services: COMPLY (December 2015)		15,000	70,007	B
TL3	The provision and maintenance of municipal services	Quality of effluent comply 90% with general limit in terms of the Water Act (Act 36 of 1998)	% compliance	Report from Directorate Infrastructure (WSA) compiled from independent laboratory test results	90%	84%	O	[D337] Director: Community Services: HAWSTON WWTW: HIGH AMMONIA AND CONDUCTIVITY HERMANUS WWTW: CONDUCTIVITY LEVELS IN RAW SEWER INLET A CHALLENGE (September 2015)	[D337] Director: Community Services: ON-GOING INVESTIGATIONS TO FIND SOURCES OF CONDUCTIVITY. (September 2015)	90%	90%	G	[D337] Director: Community Services: COMPLIED (December 2015)		90%	90%	G
TL4	The provision and maintenance of municipal services	Quality of potable water comply 95% with SANS 241	% compliance with SANS 241	Independent Laboratory test result	95%	99%	G2	[D338] Director: Community Services: COMPLIED (September 2015)		95%	99%	G2	[D338] Director: Community Services: COMPLIED (December 2015)		95%	99%	G2
TL5	The provision and maintenance of municipal services	Limit unaccounted water to less than 25% {(Number of kilolitre water purified - Number of kilolitre water sold)/Number of kilolitre sold x 100}	% of water unaccounted for	Annual Financial Statements	0%	0%	N/A			0%	0%	N/A			0%	0%	N/A
TL6	The encouragement of structured community participation in the matters of the municipality	Ward committee meetings held to facilitate consistent and regular communication with residents	Number of ward committee meetings per ward per annum	Minutes of the ward committee meetings held	2	2	G	[D340] Director: Community Services: COMPLIED (September 2015)		2	2	G	[D340] Director: Community Services: COMPLIED (December 2015)		4	4	G
TL39	The provision and maintenance of municipal services	Provision of water to informal households based on the standard of 1 water point to 25 households	The number of taps installed in relation to the number of informal households.	Bi-annual report from Housing Department indicating the number of water points provided. Report on the GPS coordinates of the taps.	0	0	N/A			0	0	N/A			0	0	N/A
TL40	The provision and maintenance of municipal services	Provision of cleaned piped water to all formal households within 200 m from households	No of formal households that meet agreed service standards for piped water	Yearly statistics provided by finance department (SAMRAS)	0	0	N/A			0	0	N/A			0	0	N/A
TL41	The provision and maintenance of municipal services	Provision of refuse removal, refuse dumps and solid waste disposal to all formal households at least once a week	Number of formal households for which refuse is removed at least once a week	Yearly statistics provided by finance department (SAMRAS)	0	0	N/A			0	0	N/A			0	0	N/A
TL42	The provision and maintenance of municipal services	Provision of refuse removal, refuse dumps and solid waste disposal to all informal households at least once a week	Number of weekly removal of refuse in informal households (Once per week = 52 weeks per annum)	Bi-annual eMIS report on the weekly refuse removal.	0	0	N/A			0	0	N/A			0	0	N/A

TL46	The provision and maintenance of municipal services	The provision of sanitation services to informal households based on the standard of 1 toilet to 5 households	The number of toilet structures provided in relation to the number of informal households	Bi-annual report from Housing Department indicating the number of toilets provided; Report on the GPS coordinates of the toilets.	0	0	N/A			0	0	N/A			0	0	N/A
TL47	The provision and maintenance of municipal services	Provision of sanitation services to formal residential households	No of formal residential households which are billed for sewerage in accordance to the SAMRAS financial system	Yearly statistics provided by the Department of Finance	0	0	N/A			0	0	N/A			0	0	N/A

Infrastructure & Planning

Ref	Strategic Objective	KPI	Unit of Measurement	Source of Evidence	QUARTER ENDING 30 SEPTEMBER 2015					QUARTER ENDING 31 DECEMBER 2015					Overall Performance for Sep 2015 to Dec 2015		
					Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R
TL22	The provision and maintenance of municipal services	Limit electricity losses to 8% or less {(Number of Electricity Units Purchased - Number of Electricity Units Sold) / Number of Electricity Units Purchased and/or Generated} × 100}	% of electricity unaccounted for	Annual Financial Statements	0%	0%	N/A			0%	0%	N/A			0%	0%	N/A
TL25	The provision and maintenance of municipal services	Report on the implementation of the Water Service Development plan annually by the end of October 2015	Report submitted	Letter of submission of Water Services Audit to DWS	0	0	N/A			1	1	G	[D382] Deputy Director: Infrastructure & Planning: Water Services Audit Report for 2014/15 was submitted to Dept of Water and Sanitation (DWS) (October 2015)		1	1	G
TL43	The provision and maintenance of municipal services	Provision of Electricity: Number of metered electrical connections in formal areas (Eskom Areas excluded)	Number of formal households that meet agreed service standards	Based on number of households billed by department of finance	0	0	N/A			0	0	N/A			0	0	N/A
TL48	The provision and maintenance of municipal services	100% of the Municipal Infrastructure Grant (MIG) spent by 30 June 2016 (Actual MIG expenditure/Allocation received)	% Expenditure of allocated funds	Monthly Provincial MIG dashboard	5%	8.80%	B	[D384] Director: Infrastructure & Planning: A total of R1 888 302.91 of the total allocated MIG funds spent to date. (September 2015)		20%	30.76%	B	[D384] Director: Infrastructure & Planning: MIG expenditure as per SAMRAS report (December 2015)		20%	30.76%	B

Economic Development

Ref	Strategic Objective	KPI	Unit of Measurement	Source of Evidence	QUARTER ENDING 30 SEPTEMBER 2015					QUARTER ENDING 31 DECEMBER 2015					Overall Performance for Sep 2015 to Dec 2015		
					Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R	Departmental SDBIP Comments	Departmental Corrective Measures	Target	Actual	R
TL10	The promotion of tourism, economic and social development	Report bi-annually to the Portfolio Committee on LED and Tourism initiatives	Bi-annual report on LED and Tourism initiatives	Bi-annual report on LED & Tourism initiatives to Portfolio Committee/ Minutes	0	0	N/A			1	1	G	[D408] Director: Economic Development: Report submitted to Portfolio Committee in October 2015. (November 2015) [D408] Director: Economic Development: Report collated and will be submitted at the next Portfolio committee meeting. (December 2015)		1	1	G

TL11	The promotion of tourism, economic and social development	Report to Council on Grants to festival organisers through Service Level Agreements (SLA) by end September 2015	Number of reports submitted	Report submitted to Council	1	1	G	[D409] Director: Economic Development: Report submitted Kalfie Fees (09 - 10 August 2015) Stanford wine route (23 - 24 September 2015) Funky Fynbos (18 - 20 September 2015) (September 2015)	0	0	N/A	[D409] Director: Economic Development: Hawston Sea festival 5 December 2015; Stanford Street Festival 13 December 2015; Toy Run 29 November 2015. (December 2015)	1	1	G	
TL12	The promotion of tourism, economic and social development	Support 30 SMME's in terms of the SMME Development Programme by 30 June 2016	Number of SMME's supported	List of the number of SMME'S supported	5	14	B	[D404] Manager: LED: Enterprise Development Unit compiled progress reports on the Entrepreneurs that they have been assisting for the period July 2015. 10 Businesses were assisted in Zwelihle, 5 in Hawston and 16 in Gansbaai and 8 businesses in Kleinmond were assisted in terms of registrations and referrals. The Hermanus walk in centre assisted the following businesses to register namely Ikota Ekasi Private Company ; January Landscaping & services Olwethu Car wash Pty. The Gansbaai walk in centre assisted the following businesses to register namely Quintuin Bernard PTY has been registered ; Vuyolwethu Nqayi and Sinovuyo Godlo Pty are in the process of registration. A total of 3 co-operatives name, Mix Agri Farming Co-operative; Big 5 Take aways co-operative and Blinkwaters co-operative limited was sent to Casidra for funding. POE-email. A follow up meeting with the group will take place in August. Kleinmond Vrou Co-operative has started registration process. (July 2015) [D404] Manager: LED: 14 SMME's supported (September 2015)	10	25	B	[D404] Manager: LED: 25 SMME's provided with business assistance. (December 2015)	15	39	B	
TL13	The promotion of tourism, economic and social development	Raise funds for local economic development through financial and non-financial resources mobilisation	Number of MOU's entered into and amount generated	MOU's entered into with partners, commitment letters	0	0	N/A		2	0	R	[D410] Director: Economic Development: No funds generated. (December 2015)	[D410] Director: Economic Development: No funds generated in Quarter 2, but funds will be generated in Quarter 3 and 4. (December 2015)	2	0	R
TL14	The promotion of tourism, economic and social development	Report quarterly to Director LED on linkages established with other spheres of government, agencies, donors, SALGA and other relevant bodies for benefit of local area/Stakeholder engagement and creation of partnerships to broaden economic benefit for local communities	Quarterly report on linkages established. Database of Stakeholders/ No of initiatives	MOU's entered into with partners, commitment letters, quarterly report	1	1	G	[D411] Director: Economic Development: Kogelberg Marine Working Group meeting was attended. Date: 23 July 2015, Venue: Mtimkhulu Village, Kleinmond. (July 2015) [D411] Director: Economic Development: Co-operatives linked with Cassidra for Start-up funding (August 2015) [D411] Director: Economic Development: No Linkages (September 2015)	1	1	G	[D411] Director: Economic Development: LED Stakeholder Engagement held on 3 Dec 2015 to establish linkages and build relationships. (December 2015)	2	2	G	
TL15	The promotion of tourism, economic and social development	The number of job opportunities created through the EPWP programme and as per set targets (grant agreement - FTE's, translates to 396 work opportunities)	Number of temporary jobs created	Quarterly EPWP reports, signed incentive grant agreement and business plans	120	129	G2	[D406] Director: Economic Development: Created 129 work opportunities from 1 July - 30 Sept' 2015. (September 2015)	100	249	B	[D406] Director: Economic Development: 249 job opportunities created. (December 2015)	220	378	B	

TL16	The promotion of tourism, economic and social development	Monthly monitor the statistics on the usage of the LED Walk-in Centre (outreach & referral purposes) through the attendance registers	Monthly registers on LED outreach statistics (walk in centre)	Walk-in attendance registers	3	3	G	[D407] Director: Economic Development: Hermanus: 115 Gansbaai : 47, Total walkins for the month of July :162 (July 2015) [D407] Director: Economic Development: Attendance Register Submitted Total number of walk ins = 253 Hermanus =134 Gansbaai = 66 Zwelihle = 41 Hawston = 12 (August 2015) [D407] Director: Economic Development: Total Number of walk-inns - 266 Hermanus - 148 Gansbaai - 74 Zwelihle - 21 Hawston - 23 (September 2015)	3	3	G	[D407] Director: Economic Development: Gansbaai - 38 Zwelihle - 22 Hawston - 57 Hermanus 47 (October 2015) [D407] Director: Economic Development: Hermanus - 69 Gansbaai - 35 Zwelihle - 27 Hawston - (November 2015) [D407] Director: Economic Development: Hermanus -45 Gansbaai -89 Zwelihle -06 Hawston - (December 2015)	6	6	G
TL49	The promotion of tourism, economic and social development	Compile an action plan to improve on the LED maturity assessment	Plan Completed	Action Plan	0	0	N/A		0	0	N/A		0	0	N/A