

DISTRICT COUNCIL

22 JANUARY 2018

MAYORAL COMMITTEE

18 JANUARY 2018

**REPORT: SECTION 72 MID-YEAR BUDGET AND PERFORMANCE
ASSESSMENT 31 DECEMBER 2017 / VERSLAG: ARTIKEL 72
HALFJAARLIJKE BEGROTING EN PRESTASIE ASSESSERING: 31
DESEMBER 2017**

(6/18/7)

12 January 2018

REPORT FROM THE ACCOUNTING OFFICER (MG STRATU)

PURPOSE OF THE REPORT

The report is tabled to council in terms of section 72 as required in terms of the Municipal Finance Management Act 56 of 2003

BACKGROUND

Municipal Finance Management Act 56 of 2003

Section 72 (1) *The accounting officer of a municipality must submit the report by the 25th of January each year –*

(a) *Assess the performance of the municipality during the first half of the financial year taking into account –*

- i. The monthly financial statements referred to in section 71 for the first half of the financial year;*
- ii. The municipal service delivery performance during the first half of the financial year and the service delivery targets as well as performance indicators set in the service delivery and budget implementation plan;*
- iii. The previous year annual report and the progress on resolving problems identified in the annual report; and*

(b) *Submit a report on such assessment to*

- i. The mayor of the municipality*
- ii. The National Treasury*

iii. The relevant provincial treasury

(2) The statement referred to in section 71(1) for the sixth month of a financial year must be incorporated into the report referred to in subsection 1(b) of the section.

(3) The accounting officer must, as part of the review –

- a) Make recommendations as to whether an adjustment budget is necessary; and*
- b) Recommend revised projections for revenue and expenditure to the extent that this may be necessary.*

After my review performed, it is recommended that an adjustment budget is needed. Refer to the adjustment budget report with the details regarding the proposed changes to the budget.

FINANCIAL IMPLICATIONS

To be addressed in 2017/18 Adjustment Budget report.

RELEVANT LEGISLATION

Municipal Finance Management Act, No 56 of 2003

Municipal Budget and Reporting Regulations, 17 April 2009

UITVOERENDE OPSOMMING

Die rekenpligtige beampte van die munisipaliteit moet die half jaarlike prestasie verslag aan die munisipaliteit voorlê, die prestasie van die munisipaliteit ontleed, asook enige voorstelle maak aan veranderinge aan die inkomste en uitgawes van die begroting wat in die aangepaste begroting aangespreek moet word.

RECOMMENDATION

It is recommended that:

- i. Council takes note of the mid-year budget and performance report in terms of Section 72 of the Municipal Finance Management Act;
- ii. Council takes note of the SDBIP performance report for the six months ending 31 December 2017.
- iii. Council takes note that an adjustment budget will be tabled for consideration.

AANBEVELING

Dit word aanbeveel dat:

- i. Die Raad kennis neem van die halfjaarlikse Prestasieverslag voorgelê in terme van Artikel 72 van die Munisipale Finansiële Bestuurswet, en*
- ii. Die Raad kennis neem van die SDBIP Prestasieverslag vir die eerste ses maande van die jaar geëindig 31 Desember 2017.*
- iii. Die Raad kennis neem dat 'n aangepaste begroting voorgelê gaan word vir oorweging.*

ANNEXURES

Section 72 Mid-year Budget and Performance Report for the period ending 31 December 2017



EDEN DISTRICT MUNICIPALITY

FINANCIAL YEAR 2017 - 2018

**SECTION 72 - MID YEAR BUDGET
AND PERFORMANCE REPORT**

Table of Contents	1
Glossary	2
Legislative Framework	3
 PART 1 – IN YEAR REPORT	 4
Section 1 – Mayoral speech	4
Section 2 – Resolutions	7
Section 3 – Executive summary	8
Section 4 – In-year budget statement tables	10
 PART 2 SUPPORTING DOCUMENTATION	
Section 5 – Debtor’s analysis	21
Section 6 – Creditors analysis	22
Section 7 – Investment portfolio analysis	23
Section 8 – Allocation and grant receipts and expenditure	24
Section 9 – Expenditure on councillor and staff related expenditure	26
Section 10 – Material variances to the service delivery and budget implementation plan	27
Section 11 – Capital programme performance	27
Section 12 – Municipal Manager’s quality certification	28

Glossary

Annual Budget – Prescribed in section 16 of the MFMA - the formal means by which a Municipality approve official budget for the next three years.

Adjustment Budget – Prescribed in section 28 of the MFMA – the formal means by which a Municipality may revise its annual budget during the year.

Allocations (Transfers – see DORA) – Money received from Provincial or National Government.

Budget Related Policy (ies) – Policies of a Municipality affecting or affected by the budget, examples include Tariff Policy, Rates Policy, Credit Control and Debt Collection Policies.

Capital Expenditure - Spending on assets such as land, buildings and machinery. Any capital expenditure must be reflected as an asset on the Municipality's balance sheet and must be included in the asset register.

Cash Flow Statement – A statement showing when actual cash will be received and spent by the Municipality. Payments do not always coincide with budgeted expenditure timings - for example, when an invoice is received by the Municipality it is shown as expenditure in the month it is received, even though it may not be paid in the same period.

DORA – Division of Revenue Act. Annual legislation that shows the total allocations made by national to provincial and local government (see Allocations / Transfers).

Equitable Share – A general grant paid to municipalities. It is predominantly targeted to help with free basic services and to compensate for the loss of RSC levies.

Fruitless and Wasteful Expenditure – Expenditure that was made in vain and would/should have been avoided had reasonable care been exercised.

GFS – Government Finance Statistics. An internationally recognised classification system that facilitates like for like comparison between municipalities.

GRAP – Generally Recognised Accounting Practice. The new standard for municipal accounting.

IDP – Integrated Development Plan. The main strategic planning document of the Municipality

MBRR – Local Government: Municipal Finance Management Act (56/2003): Municipal Budget and Reporting Regulations dated April 2009.

MFMA – The Municipal Finance Management Act – Act No. 56 of 2003. The principle piece of legislation relating to municipal financial management.

MTREF – Medium Term Revenue and Expenditure Framework. A medium term financial plan, usually 3 years, based on a fixed first year and indicative further two years' budget allocations. Also includes details of the previous and current years' financial position.

Operating Expenditure – The day to day expenses of the Municipality such as salaries and wages.

Rates – Local Government tax based on the assessed value of a property. To determine the rates payable, the assessed rateable value is multiplied by the rate in the Rand.

SDBIP – Service Delivery and Budget Implementation Plan. A detailed plan comprising quarterly performance targets and monthly budgeted estimates.

Strategic Objectives – The main priorities of the Municipality as set out in the IDP. Budgeted spending must contribute towards the achievement of the strategic objectives.

Unauthorised Expenditure – Generally, spending without, or in excess of, an Approved Budget.

Virement – A transfer of funds.

Virement Policy - The policy that sets out the rules for budget transfers. Virements are normally allowed within a vote. Transfers between votes must be agreed by Council through an Adjustments Budget.

Vote – One of the main segments into which a budget is divided. In Eden District this means the different GFS classification the budget is divided.

Legislative Framework

This report has been prepared in terms of the following enabling legislation:

The Municipal Finance Management Act – Act No. 56 of 2003

Section 71: Monthly budget statements

Local Government: Municipal Finance Management Act (56/2003): Municipal budget and reporting regulations

PART 1 – IN-YEAR REPORT

SECTION 1 – MAYORAL SPEECH

Honourable Speaker, leaders of the Opposition, honourable members of the Eden District Council on both sides of the house, The Municipal Manager and his Executive Management Team, the Members of the Media, interest groups and the citizens of the Eden District Municipality. I would like to express a hearty warm welcome to you all and express my warm wishes to you and your families for 2018. We trust that 2018 will be a great year for us all and especially for the Council and the citizens of the region.

I trust that the festive season was a pleasant time spent with loved ones and family; as we start the New Year all of us have come back and none have fallen victim to the carnage of the many senseless road deaths on our national roads. It is a warm feeling to be able to see the many faces around me and to know that we can continue to walk together this path.

I would also like to take time to congratulate the matriculants, the class of 2017 for having done extremely well in their Matric exams, and we trust that the doors of Higher Learning will be opened to allow them to shape their destiny. Those that have not done well, we wish to encourage them to take on the year with more vigour and excitement; they must know that they still have an opportunity to learn and improve their lives and those of their communities.

Although this is a new year, 2018, and feels like a new beginning, in terms of our fiscal year we are half way through the 2017/18 financial year already; therefore, like any House that has intentions to prosper we need to do some introspections on the 6 months gone to ensure that we can rectify the errors of the past and improve on the success we have achieved thus far.

The biggest challenge that can be highlighted by the past 6 months is the implementation of the mSCOA reform; currently the municipality are still not in a position to accurately report but progress are being made and the municipality are committed to work with the vendor to resolve these challenges.

Various other revenue and expenditure adjustments are required to ensure optimal use of the municipal resources and the execution of the mandate of council to enhance operational activities and an adjustment budget will be require, it is proposed that an adjustment budget be tabled in February 2018.

The actual and budgeted figures reported, excludes the Roads Budget.

Revenue by source

The total revenue budget for 2017/18 year totals R200 228 671. Performance for the mid-year ending 31 December 2017 totals R145 713 000. This represents a total of 72.8% of the revenue budgeted. The majority of revenue is from the Equitable Share allocation received to date of R109 542 000, R48 685 000 was received during December 2017.

The roads agency function is consolidated at year-end in the financial records.

Interest on external investments received was R679 000 against a budget of R11 124 000 by the end of December 2017. The low percentage reflected is because of incorrect allocation of income and system related challenges faced, the municipality are in the progress of addressing these challenges.

Operating expenditure

Operational performance in terms of spending totals R96 496 000 of the mid-year ending 31 December 2017 against the budgeted amount of R197 764 282. This represents a 48.8% spending based on the budgeted amounts. The majority of these expenditure totals include Employee and Councillor related cost of R59 343 000, Contracted Services of R5 307 000 and General Expenses of R30 310 000.

Capital Budget performance

Council approved a capital budget of R2 458 500 during the May budget process. Spending levels of the existing capital budget totals R185 000 which represents 7.5%. Expenditure will improve in the third quarter.

SDBIP:

Highlights

The Top Level SDBIP was approved by the Mayor within the legislative required timeframe. The Departmental SDBIP was approved by the Municipal Manager also within legislative required timeframe. Adhering to all legislative requirements as stipulated below:

- Approval of the Top Level SDBIP
- Publication of the Top Level - website
- Approval of the Departmental SDBIP
- All sec 56/57 contracts entered into and signed within the required timeframes
- Submission of the Section 72 and the adjusted Top Level SDBIP
- Started with the basis for the compilation of System Descriptions for the SDBIP
- Phase 1 (Task grade 15 – 9) has been implemented
- Phase 2 (Task grade 14 – 8) will be implemented next

Challenges

- Individual performance management not yet implemented due to the following:
 - Budget constraints
 - Shortage of delegated employees within the PMS Unit to enforce the process results in appointing a service provider.

I wish you a great 2018 and trust that the second half of the Fiscal year will be nothing short of success.

I would therefore like to recommend to council the following:

It is recommended that:

- i. Council takes note of the mid-year budget and performance report in terms of Section 72 of the Municipal Finance Management Act;
- ii. Council takes note of the SDBIP performance report for the six months ending 31 December 2017.
- iii. Council takes note that an adjustment budget will be tabled in February 2018 for consideration.

SECTION 2 – RESOLUTIONS

SECTION 72 – MID YEAR BUDGET & PERFORMANCE ASSESSMENT REPORT

These are the resolutions being presented to Council in the mid-year report on the implementation of the budget and the financial state of affairs of the municipality as required in terms of section 72 of the Municipal Finance Management Act, Act 56 of 2003.

RECOMMENDATION:

It is recommended that:

- i. Council takes note of the mid-year budget and performance report in terms of Section 72 of the Municipal Finance Management Act;
- ii. Council takes note of the SDBIP performance report for the six months ending 31 December 2017.
- iii. Council takes note that an adjustment budget will be tabled in February 2018 for consideration.

SECTION 3 – EXECUTIVE SUMMARY

3.1 Introduction

These figures are presented in terms of section 72 of the MFMA. The information is presented for the mid-year ending 31 December 2017.

3.2 Consolidated Performance

3.2.1 Against Annual Budget (original)

The actual and budgeted figures reported, excludes the Roads Budget.

Revenue by source

The total revenue received for the 6-month period to December 2017 amounts to **R145 713 000**, in comparison to a budgeted figure of **R200 228 671** representing **72.8%** of annual revenue.

Operating Expenditure by type

Operating expenditure for the 6-month period ending December 2017 amounts to **R96 496 000**, which is reported against a budget of **R197 764 282**, representing **48.8%** of annual expenditure. Spending will increase as the year progresses.

Capital Expenditure

The capital expenditure budgeted for the financial year amounts to **R2 458 000**. The year-to-date expenditure in respect of the capital programme amounts to **R185 000**, representing **7.5%** of total budget.

See attached capital expenditure progress report on page 16.

3.3 Material variances from SDBIP (Service Delivery and Budget Implementation Plan)

Variances and deficiencies will be explained in terms of the SDBIP and will be reported on by the Performance Management Unit, situated in the Office of the Municipal Manager. The Service Delivery and Budget Implementation Plan (SDBIP) performance of the municipality is attached as Part 3 to this report. This report reflects the municipal performance on the non-financial information for the period 1 July 2017 to 31 December 2017.

3.5 Annual Report

The Annual Report 2016/2017 is finalised and will be tabled at the council meeting on 22 January 2018.

3.6 Long-term financial sustainability

PWC was appointed to investigate and propose a revenue enhancement strategy with specific focus on properties and resorts; the municipality are still awaiting the outcome of the investigation. The municipality established a revenue enhancement committee to create a platform to discuss the way forward.

3.7 Remedial or corrective steps

Remedial actions and corrections will be instituted and changes recommend by the Performance Management Unit.

This will be dealt with during the adjustment budget process in February 2018. Detailed explanations of the remedial or corrective steps will be provided as part of the budget report to Council.

A report will be tabled with the adjustments required to the Service Delivery and Budget Implementation Plan (SDBIP). As explained above, the adjustments to the Operational Revenue and Expenditure budgets will be dealt with in the budget report.

3.8 Conclusion

Detailed analysis of the municipal performance for the year to date ending 31 December 2017 will be presented under the different sections of the report.

The municipality implemented various cost saving measures and other activities to ensure that the municipal budget is implemented according to the mandate of Council.

Section 4 – In-year budget statement tables

4.1 Monthly budget statements

4.1.1 Table C1: S71 Monthly Budget Statement Summary

DC4 Eden - Table C1 Monthly Budget Statement Summary - Mid-Year Assessment

Description	2016/17	Budget Year 2017/18							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
Financial Performance									
Property rates	–	–	–	–	–	–	–		–
Service charges	–	–	–	–	–	–	–		–
Investment revenue	10,774	11,124	–	435	679	5,562	(4,883)	-88%	11,124
Transfers and subsidies	146,708	152,945	–	49,261	114,182	76,473	37,710	49%	152,945
Other own revenue	176,254	181,160	–	11,975	30,852	90,580	(59,728)	-66%	181,160
Total Revenue (excluding capital transfers and contributions)	333,736	345,229	–	61,671	145,713	172,615	(26,902)	-16%	345,229
Employee costs	106,093	118,903	–	9,768	54,908	59,452	(4,544)	-8%	118,903
Remuneration of Councillors	7,844	10,815	–	843	4,435	5,408	(972)	-18%	10,815
Depreciation & asset impairment	3,670	3,070	–	–	1,537	1,535	2	0%	3,070
Finance charges	–	–	–	–	–	–	–		–
Materials and bulk purchases	–	–	–	–	–	–	–		–
Transfers and subsidies	–	–	–	–	–	–	–		–
Other expenditure	229,414	209,976	–	10,071	35,616	104,988	(69,372)	-66%	209,976
Total Expenditure	347,021	342,764	–	20,682	96,496	171,382	(74,886)	-44%	342,764
Surplus/(Deficit)	(13,285)	2,465	–	40,989	49,216	1,233	47,984	3893%	2,465
Transfers and subsidies - capital (monetary allocation)	–	–	–	–	–	–	–		–
Contributions & Contributed assets	–	–	–	–	–	–	–		–
Surplus/(Deficit) after capital transfers & contributions	(13,285)	2,465	–	40,989	49,216	1,233	47,984	3893%	2,465
Share of surplus/ (deficit) of associate	–	–	–	–	–	–	–		–
Surplus/ (Deficit) for the year	(13,285)	2,465	–	40,989	49,216	1,233	47,984	3893%	2,465
Capital expenditure & funds sources									
Capital expenditure	6,713	2,459	–	–	185	1,229	(1,045)	-85%	2,459
Capital transfers recognised	–	–	–	–	–	–	–		–
Public contributions & donations	–	–	–	–	–	–	–		–
Borrowing	–	–	–	–	–	–	–		–
Internally generated funds	6,713	2,459	–	–	185	1,229	(1,045)	-85%	2,459
Total sources of capital funds	6,713	2,459	–	–	185	1,229	(1,045)	-85%	2,459
Financial position									
Total current assets	–	171,993	–		183,155				171,993
Total non current assets	–	288,424	–		289,027				288,424
Total current liabilities	–	67,306	–		39,915				67,306
Total non current liabilities	–	141,267	–		139,882				141,267
Community wealth/Equity	–	297,090	–		292,385				297,090
Cash flows									
Net cash from (used) operating	–	6,657	–	40,989	49,216	3,328	(45,888)	-1379%	6,657
Net cash from (used) investing	–	(2,459)	–	(90,000)	21,775	(1,229)	(23,005)	1871%	(2,459)
Net cash from (used) financing	–	–	–	–	–	–	–		–
Cash/cash equivalents at the month/year end	–	159,532	–	–	69,872	157,433	87,561	56%	3,078
Debtors & creditors analysis	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
Debtors Age Analysis									
Total By Income Source	143	451	9	19,472	–	–	–	–	20,075
Creditors Age Analysis									
Total Creditors	339	20	–	–	–	–	–	–	359

4.1.2 Table C2: Monthly Budget Statement - Financial Performance (standard classification)

DC4 Eden - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - Mid-Year Assessment

Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Revenue - Functional										
<i>Governance and administration</i>		179,928	192,572	-	-	-	96,286	(96,286)	-100%	192,572
Executive and council		178,792	192,041	-	-	-	96,020	(96,020)	-100%	192,041
Finance and administration		1,136	532	-	-	-	266	(266)	-100%	532
Internal audit		-	-	-	-	-	-	-	-	-
<i>Community and public safety</i>		6,485	6,921	-	-	-	3,461	(3,461)	-100%	6,921
Community and social services		-	-	-	-	-	-	-	-	-
Sport and recreation		6,288	6,713	-	-	-	3,356	(3,356)	-100%	6,713
Public safety		-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-
Health		197	208	-	-	-	104	(104)	-100%	208
<i>Economic and environmental services</i>		144,155	145,314	-	-	-	72,657	(72,657)	-100%	145,314
Planning and development		-	-	-	-	-	-	-	-	-
Road transport		144,000	145,000	-	-	-	72,500	(72,500)	-100%	145,000
Environmental protection		155	314	-	-	-	157	(157)	-100%	314
<i>Trading services</i>		3,168	422	-	-	-	211	(211)	-100%	422
Energy sources		-	-	-	-	-	-	-	-	-
Water management		-	-	-	-	-	-	-	-	-
Waste water management		-	-	-	-	-	-	-	-	-
Waste management		3,168	422	-	-	-	211	(211)	-100%	422
<i>Other</i>	4	-	-	-	-	-	-	-	-	-
Total Revenue - Functional	2	333,736	345,229	-	-	-	172,615	(172,615)	-100%	345,229
Expenditure - Functional										
<i>Governance and administration</i>		114,077	112,150	-	-	-	56,075	(56,075)	-100%	112,150
Executive and council		60,166	43,977	-	-	-	21,988	(21,988)	-100%	43,977
Finance and administration		53,911	65,711	-	-	-	32,855	(32,855)	-100%	65,711
Internal audit		-	2,463	-	-	-	1,231	(1,231)	-100%	2,463
<i>Community and public safety</i>		67,752	69,838	-	-	-	34,919	(34,919)	-100%	69,838
Community and social services		4,935	6,358	-	-	-	3,179	(3,179)	-100%	6,358
Sport and recreation		11,069	12,640	-	-	-	6,320	(6,320)	-100%	12,640
Public safety		24,820	26,478	-	-	-	13,239	(13,239)	-100%	26,478
Housing		-	-	-	-	-	-	-	-	-
Health		26,928	24,362	-	-	-	12,181	(12,181)	-100%	24,362
<i>Economic and environmental services</i>		158,775	155,630	-	-	-	77,815	(77,815)	-100%	155,630
Planning and development		10,516	5,030	-	-	-	2,515	(2,515)	-100%	5,030
Road transport		146,364	148,320	-	-	-	74,160	(74,160)	-100%	148,320
Environmental protection		1,895	2,280	-	-	-	1,140	(1,140)	-100%	2,280
<i>Trading services</i>		6,417	2,281	-	-	-	1,140	(1,140)	-100%	2,281
Energy sources		-	-	-	-	-	-	-	-	-
Water management		589	18	-	-	-	9	(9)	-100%	18
Waste water management		-	-	-	-	-	-	-	-	-
Waste management		5,828	2,263	-	-	-	1,132	(1,132)	-100%	2,263
<i>Other</i>		-	2,866	-	-	-	1,433	(1,433)	-100%	2,866
Total Expenditure - Functional	3	347,021	342,764	-	-	-	171,382	(171,382)	-100%	342,764
Surplus/ (Deficit) for the year		(13,285)	2,465	-	-	-	1,233	(1,233)	-100%	2,465

This table reflects the operating budget (Financial Performance) in the standard classifications that is the Government Finance Statistics Functions and Sub-function. The main functions are Governance and Administration, Community and Public Safety, Economic and Environmental Services and Trading services. Table C3, Financial Performance is reported by municipal vote, Table C3. Due to financial system challenges and limitations, the municipality are not able to populate Table C2 and C3.

Operating Revenue:

Table C2 reflects the financial performance per Standard Classification and shows that most of the municipal funds are received under the Executive and Council classification. This is because the municipality budgets most of its income under the Governance and administration function of the Government Financial Statistics (GFS) classification.

The municipality reported a 72.8% performance for Revenue for the 6 months ending 31 December 2017. This is mainly due to the Equitable share allocation that represents a total of 75.2% or R109 542 000 of the total income to date of R145 713 000.

The transfers recognised represents the allocations as promulgated in the National and Provincial Division of Revenues Act's respectively. The first instalment of R60 857 000 for the Equitable Share was received during July 2017. The Municipality received part of their EPWP & Rural Roads Asset Management respectively R320 000 & R1 640 000 for the month of August 2017. During September 2017, the municipality received R800 000 in respect of the Fire Service Capacity Building Grant. The second instalment of R48 685 000 for the Equitable Share and an amount of R576 000 for the EPWP grant was received during December 2017.

Operating Expenditure

Own funded expenditure for the financial year totals R197 764 282. This totals excludes the Roads Agency function of R145 000 000 (only consolidated with the compilation of the financial statements at year-end) approved during the May council budget. Performance based on these expenditure reflects a 48.8% or R96 496 000 for the period ending 31 December 2017. Non-cash items budgeted for are only accounted for at the end of the financial year. This includes the following:

- Provision for Bad Debts
- Actuarial Loss
- Contributions to provisions.

Adjustments to the budget will be tabled to council during February 2018 in order to improve performance and enhance service delivery.

4.1.3 Table C3: Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote)

DC4 Eden - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - Mid-Year Assessment

Vote Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue by Vote	1									
Vote 1 - Executive and Council		178,792	192,041	-	-	-	96,020	(96,020)	-100.0%	192,041
Vote 2 - Budget and Treasury Office		-	-	-	-	-	-	-	-	-
Vote 3 - Corporate Services		1,136	532	-	-	-	266	(266)	-100.0%	532
Vote 4 - Planning and Development		-	-	-	-	-	-	-	-	-
Vote 5 - Public Safety		-	-	-	-	-	-	-	-	-
Vote 6 - Health		197	208	-	-	-	104	(104)	-100.0%	208
Vote 7 - Community and Social Services		-	-	-	-	-	-	-	-	-
Vote 8 - Sport and Recreation		6,288	6,713	-	-	-	3,356	(3,356)	-100.0%	6,713
Vote 9 - Waste Management		3,168	422	-	-	-	211	(211)	-100.0%	422
Vote 10 - Roads Transport		-	-	-	-	-	-	-	-	-
Vote 11 - Waste Water Management		-	-	-	-	-	-	-	-	-
Vote 12 - Water		-	-	-	-	-	-	-	-	-
Vote 13 - Environment Protection		155	314	-	-	-	157	(157)	-100.0%	314
Vote 14 - Roads Agency Function		144,000	145,000	-	-	-	72,500	(72,500)	-100.0%	145,000
Vote 15 - Electricity		-	-	-	-	-	-	-	-	-
Total Revenue by Vote	2	333,736	345,229	-	-	-	172,615	(172,615)	-100.0%	345,229
Expenditure by Vote	1									
Vote 1 - Executive and Council		60,166	44,601	-	-	-	22,300	(22,300)	-100.0%	44,601
Vote 2 - Budget and Treasury Office		21,000	22,635	-	-	-	11,317	(11,317)	-100.0%	22,635
Vote 3 - Corporate Services		32,912	35,752	-	-	-	17,876	(17,876)	-100.0%	35,752
Vote 4 - Planning and Development		10,515	14,687	-	-	-	7,343	(7,343)	-100.0%	14,687
Vote 5 - Public Safety		29,753	31,990	-	-	-	15,995	(15,995)	-100.0%	31,990
Vote 6 - Health		26,928	27,579	-	-	-	13,790	(13,790)	-100.0%	27,579
Vote 7 - Community and Social Services		-	-	-	-	-	-	-	-	-
Vote 8 - Sport and Recreation		11,069	12,640	-	-	-	6,320	(6,320)	-100.0%	12,640
Vote 9 - Waste Management		5,828	2,263	-	-	-	1,131	(1,131)	-100.0%	2,263
Vote 10 - Roads Transport		2,364	3,320	-	-	-	1,660	(1,660)	-100.0%	3,320
Vote 11 - Waste Water Management		-	-	-	-	-	-	-	-	-
Vote 12 - Water		589	18	-	-	-	9	(9)	-100.0%	18
Vote 13 - Environment Protection		1,895	2,279	-	-	-	1,140	(1,140)	-100.0%	2,279
Vote 14 - Roads Agency Function		144,000	145,000	-	-	-	72,500	(72,500)	-100.0%	145,000
Vote 15 - Electricity		-	-	-	-	-	-	-	-	-
Total Expenditure by Vote	2	347,019	342,764	-	-	-	171,382	(171,382)	-100.0%	342,764
Surplus/ (Deficit) for the year	2	(13,283)	2,465	-	-	-	1,233	(1,233)	-100.0%	2,465

Revenue and expenditure reflects the operating performance per municipal vote. This is in accordance with the Government Financial Statistics (GFS) classification of the National Treasury.

Most of the municipal income is budgeted under the Executive and Council functions. Sport and Recreation (Resorts) is the other main municipal function where income budgeting is recorded.

Expenditure per municipal vote is distributed to ensure that the municipal expenditure reflects the functions where expenditure is allocated. This is done to ensure implementation of the Integrated Development Plan (IDP) and for Annual Reporting.

4.1.4 Table C4: Monthly Budget Statement - Financial Performance (revenue and expenditure)

DC4 Eden - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - Mid-Year Assessment

Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue By Source										
Property rates								-		
Service charges - electricity revenue								-		
Service charges - water revenue								-		
Service charges - sanitation revenue								-		
Service charges - refuse revenue								-		
Service charges - other								-		
Rental of facilities and equipment		1,424	3,507		-	214	1,753	(1,540)	-88%	3,507
Interest earned - external investments		10,774	11,124		435	679	5,562	(4,883)	-88%	11,124
Interest earned - outstanding debtors		799	846		-	108	423	(314)	-74%	846
Dividends received		-						-		
Fines, penalties and forfeits		-						-		
Licences and permits		155	314		-		157	(157)	-100%	314
Agency services		15,000	15,300		-	2,555	7,650	(5,095)	-67%	15,300
Transfers and subsidies		146,708	152,945		49,261	114,182	76,473	37,710	49%	152,945
Other revenue		158,876	161,194		11,975	27,975	80,597	(52,622)	-65%	161,194
Gains on disposal of PPE								-		
Total Revenue (excluding capital transfers and contributions)		333,736	345,229	-	61,671	145,713	172,615	(26,902)	-16%	345,229
Expenditure By Type										
Employee related costs		106,093	118,903		9,768	54,908	59,452	(4,544)	-8%	118,903
Remuneration of councillors		7,844	10,815		843	4,435	5,408	(972)	-18%	10,815
Debt impairment		1,060	1,122				561	(561)	-100%	1,122
Depreciation & asset impairment		3,670	3,070		-	1,537	1,535	2	0%	3,070
Finance charges		-						-		
Bulk purchases		-						-		
Other materials								-		
Contracted services		17,698	15,896		1,974	5,307	7,948	(2,641)	-33%	15,896
Transfers and subsidies		-						-		
Other expenditure		210,656	192,958		8,097	30,310	96,479	(66,169)	-69%	192,958
Loss on disposal of PPE								-		
Total Expenditure		347,021	342,764	-	20,682	96,496	171,382	(74,886)	-44%	342,764
Surplus/(Deficit)		(13,285)	2,465	-	40,989	49,216	1,233	47,984	0	2,465
Transfers and subsidies - capital (financially motivated)								-		
(National / Provincial and District)								-		
(National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)								-		
Transfers and subsidies - capital (in-kind - all)								-		
Surplus/(Deficit) after capital transfers & contributions		(13,285)	2,465	-	40,989	49,216	1,233			2,465
Taxation								-		
Surplus/(Deficit) after taxation		(13,285)	2,465	-	40,989	49,216	1,233			2,465
Attributable to minorities										
Surplus/(Deficit) attributable to municipality		(13,285)	2,465	-	40,989	49,216	1,233			2,465
Share of surplus/ (deficit) of associate										
Surplus/ (Deficit) for the year		(13,285)	2,465	-	40,989	49,216	1,233			2,465

Revenue by Source

Revenue by source explains the types of income budgeted for and the performance of these items individually.

Rental of facilities and equipment:

The income for rental of facilities and equipment for the first 6 months' amounts to R214 000 in comparison to a budgeted amount of R3 507 000 which gives a percentage earned of 6.1% for the mid-year ending 31 December 2017.

Interest earned – External Investments:

Interest earned for the 6 months' totals R679 000 with a budgeted amount of R11 124 000 give a percentage earned of 6.1% for the mid-year ending 31 December 2016.

Interest raised – Outstanding debtors

The interest on outstanding debtors year to date for the mid-year ending December 2017 was R108 000. There was a delay in the billing runs and the challenges experienced with the new financial system on the Income module, therefore interest was not raised on the outstanding accounts in the second quarter.

Agency services

The municipality performs an agency function on behalf of the Department of Transport – Roads department. Monthly agency fees are collected from the department. 12% Admin fee is received on the original allocation and 3% on the cost of additional reseal projects. R2 555 000 was received in respect of the Agency Services year to date for the mid-year ending December 2017 because of cash flow shortages experienced by the Roads Department due to the system challenges experienced and inability to accurately report on Roads expenditure.

Transferred recognised – operational

The transfers recognised represents the allocations as promulgated in the National and Provincial Division of Revenues Act's respectively. The first instalment of R60 857 000 for the Equitable Share was received during July 2017. The Municipality received part of their EPWP & Rural Roads Asset Management respectively R320 000 & R1 640 000 for the month of August 2017. During September 2017, the municipality received R800 000 in respect of the Fire Service Capacity Building Grant. The second instalment of R48 685 000 for the Equitable Share and an amount of R576 000 for the EPWP grant was received during December 2017.

Other revenue / Sundry income

Other revenue reflects an amount of R57 975 000 year to date for the mid-year ending 31 December 2017. Other revenue consists of the following: Interest on current account, resorts income and rental of facilities and equipment.

Expenditure by Type

Expenditure by type reflects the operational budget per main type/category of expenditure.

Employee Related cost / Remuneration of councillors

See explanation under section 8 of the document.

Debt Impairment / Depreciation and asset impairment

These items account for non-cash budgeted items. Depreciation amounted to R1 537 000 year to date for the period ending 31 December 2017. The municipality are still experiencing challenges with the asset system and the import of asset data into the main financial system.

Finance charges

No spending on finance charges as no loans were taken up during the current financial year and it's envisioned that no new loans will be taken up in the future.

Contracted services

Contracted Services amounted to R5 307 000 for the mid-year ending 31 December 2017.

Other expenditure

Other expenditure reflects all other expenses not specifically mentioned and amounted to R30 310 000 for the mid-year ending 31 December 2017.

Most of the other expenditure is only accounted for at the end of the financial year. The other expenditure consists of the following:

- Repairs and Maintenance
- Operating Projects (own funds)
- General expenses
- Contributions to provisions
- Actuarial Loss

4.1.5 Table C5: Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding)

DC4 Eden - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - Mid-Year Assessment

Vote Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Multi-Year expenditure appropriation	2									
Vote 1 - Executive and Council		3,653	350	-	-	122	175	(53)	-30%	350
Vote 2 - Budget and Treasury Office		39	-	-	-	-	-	-	-	-
Vote 3 - Corporate Services		1,041	350	-	-	31	175	(144)	-82%	350
Vote 4 - Planning and Development		-	-	-	-	-	-	-	-	-
Vote 5 - Public Safety		817	519	-	-	3	260	(257)	-99%	519
Vote 6 - Health		105	31	-	-	-	16	(16)	-100%	31
Vote 7 - Community and Social Services		-	-	-	-	-	-	-	-	-
Vote 8 - Sport and Recreation		565	1,100	-	-	29	550	(521)	-95%	1,100
Vote 9 - Waste Management		-	-	-	-	-	-	-	-	-
Vote 10 - Roads Transport		-	-	-	-	-	-	-	-	-
Vote 11 - Waste Water Management		-	-	-	-	-	-	-	-	-
Vote 12 - Water		-	-	-	-	-	-	-	-	-
Vote 13 - Environment Protection		493	109	-	-	-	54	(54)	-100%	109
Vote 14 - Roads Agency Function		-	-	-	-	-	-	-	-	-
Vote 15 - Electricity		-	-	-	-	-	-	-	-	-
Total Capital Multi-year expenditure	4,7	6,713	2,459	-	-	185	1,229	(1,045)	-85%	2,459
Single Year expenditure appropriation	2									
Vote 1 - Executive and Council		-	-	-	-	-	-	-	-	-
Vote 2 - Budget and Treasury Office		-	-	-	-	-	-	-	-	-
Vote 3 - Corporate Services		-	-	-	-	-	-	-	-	-
Vote 4 - Planning and Development		-	-	-	-	-	-	-	-	-
Vote 5 - Public Safety		-	-	-	-	-	-	-	-	-
Vote 6 - Health		-	-	-	-	-	-	-	-	-
Vote 7 - Community and Social Services		-	-	-	-	-	-	-	-	-
Vote 8 - Sport and Recreation		-	-	-	-	-	-	-	-	-
Vote 9 - Waste Management		-	-	-	-	-	-	-	-	-
Vote 10 - Roads Transport		-	-	-	-	-	-	-	-	-
Vote 11 - Waste Water Management		-	-	-	-	-	-	-	-	-
Vote 12 - Water		-	-	-	-	-	-	-	-	-
Vote 13 - Environment Protection		-	-	-	-	-	-	-	-	-
Vote 14 - Roads Agency Function		-	-	-	-	-	-	-	-	-
Vote 15 - Electricity		-	-	-	-	-	-	-	-	-
Total Capital single-year expenditure	4	-	-	-	-	-	-	-	-	-
Total Capital Expenditure		6,713	2,459	-	-	185	1,229	(1,045)	-85%	2,459

Variances explained in Supporting Table C5

The municipality records a capital spending of 7.5% of a budget of **R2 458 500**. Capital spending totals **R185 000**. Spending will improve in the third quarter of the financial year.

4.1.6 Table C6: Monthly Budget Statement - Financial Position

DC4 Eden - Table C6 Monthly Budget Statement - Financial Position - Mid-Year Assessment

Description	Ref	2016/17	Budget Year 2017/18			
		Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
R thousands	1					
ASSETS						
Current assets						
Cash			159,532		159,872	159,532
Call investment deposits			–			
Consumer debtors			3,620		5,911	3,620
Other debtors			2,181		14,053	2,181
Current portion of long-term receivables			3,227			3,227
Inventory			3,433		3,319	3,433
Total current assets		–	171,993	–	183,155	171,993
Non current assets						
Long-term receivables			59,717			59,717
Investments			26		26	26
Investment property			85,712		85,533	85,712
Investments in Associate						
Property, plant and equipment			141,185		144,113	141,185
Agricultural						
Biological assets						
Intangible assets			1,784		1,819	1,784
Other non-current assets					57,536	
Total non current assets		–	288,424	–	289,027	288,424
TOTAL ASSETS		–	460,417	–	472,182	460,417
LIABILITIES						
Current liabilities						
Bank overdraft						
Borrowing			–			
Consumer deposits						
Trade and other payables			39,006		34,265	39,006
Provisions			28,300		5,650	28,300
Total current liabilities		–	67,306	–	39,915	67,306
Non current liabilities						
Borrowing						
Provisions			141,267		139,882	141,267
Total non current liabilities		–	141,267	–	139,882	141,267
TOTAL LIABILITIES		–	208,573	–	179,797	208,573
NET ASSETS	2	–	251,844	–	292,385	251,844
COMMUNITY WEALTH/EQUITY						
Accumulated Surplus/(Deficit)			268,744		264,657	268,744
Reserves			28,346		27,728	28,346
TOTAL COMMUNITY WEALTH/EQUITY	2	–	297,090	–	292,385	297,090

Table C6 reflects the effect of the combination of the capital and operating implementation of the budget on council's Financial Position.

This table excludes the actual figures for Roads department.

4.1.7 Table C7: Monthly Budget Statement - Cash Flow

DC4 Eden - Table C7 Monthly Budget Statement - Cash Flow - Mid-Year Assessment

Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
CASH FLOW FROM OPERATING ACTIVITIES										
Receipts										
Property rates								–		
Service charges								–		
Other revenue			180,314		11,975	30,852	90,157	(59,305)	-66%	180,314
Government - operating			152,945		49,261	114,182	76,473	37,710	49%	152,945
Government - capital								–		
Interest			11,970		435	679	5,985	(5,306)	-89%	11,970
Dividends								–		
Payments										
Suppliers and employees			(338,572)		(20,682)	(96,496)	(169,286)	(72,790)	43%	(338,572)
Finance charges								–		
Transfers and Grants								–		
NET CASH FROM/(USED) OPERATING ACTIVITIES		–	6,657	–	40,989	49,216	3,328	(45,888)	-1379%	6,657
CASH FLOWS FROM INVESTING ACTIVITIES										
Receipts										
Proceeds on disposal of PPE								–		
Decrease (Increase) in non-current debtors								–		
Decrease (increase) other non-current receivables								–		
Decrease (increase) in non-current investments					(90,000)	21,960		21,960	#DIV/0!	
Payments										
Capital assets			(2,459)		–	(185)	(1,229)	(1,045)	85%	(2,459)
NET CASH FROM/(USED) INVESTING ACTIVITIES		–	(2,459)	–	(90,000)	21,775	(1,229)	(23,005)	1871%	(2,459)
CASH FLOWS FROM FINANCING ACTIVITIES										
Receipts										
Short term loans								–		
Borrowing long term/refinancing								–		
Increase (decrease) in consumer deposits								–		
Payments										
Repayment of borrowing								–		
NET CASH FROM/(USED) FINANCING ACTIVITIES		–	–	–	–	–	–	–		–
NET INCREASE/ (DECREASE) IN CASH HELD		–	4,198	–	(49,011)	70,992	2,099			4,198
Cash/cash equivalents at beginning:			155,334			(1,120)	155,334			(1,120)
Cash/cash equivalents at month/year end:		–	159,532	–		69,872	157,433			3,078

Municipal cash flow position totalled R69.87m for the period ending 31 December 2017. Finance is continuously improving the cash flow reporting to ensure more detailed and accurate figures are presented.

More information regarding this is reported under section 7 below.

REPORTING MONTH: 31 DECEMBER 2017		
Commitments against Cash & Cash Equivalents		
ITEM	Previous Month R'000	Current Month R'000
Bank balance as at 31 December 2017	-1,119,827.62	69,871,878.68
Other Cash & Cash Equivalents: Short term deposits	120,000,000.00	90,000,000.00
Transfer from Eden to Roads to assist with cash flow	20,000,000.00	10,000,000.00
LESS:	42,700,013.56	77,405,976.79
Unspent Conditional Grants	6,877,721.94	5,610,369.12
Provision for staff leave	7,810,365.00	7,810,365.00
Provision for staff shift allowance	1,033,741.00	1,033,741.00
Post Retirement Benefits	14,212,111.00	14,212,111.00
Current Portion: Alien Vegetation	4,150,039.00	4,150,039.00
Performance Bonus	478,536.00	478,536.00
Grant received in advance	-	36,513,750.00
Trade Payables	7,295,235.00	6,552,556.61
Unspent Capital budget 6 months	842,264.62	1,044,508.92
Unspent Operational budget 6 months	-0.00	0
Sub total	96,180,158.82	92,465,901.89
PLUS:	3,839,281.10	3,856,388.94
VAT Receivable	1,375,522.00	1,392,629.85
Receivable Exchange	2,463,759.10	2,463,759.10
	100,019,439.92	96,322,290.83
LESS OTHER MATTERS:		
Capital Replacement Reserve	30,798,343.13	30,798,343.13
Sub Total	69,221,096.79	65,523,947.70
LESS: CONTINGENT LIABILITIES	14,537,229.61	14,537,229.61
Theunis Barnard	38,231.00	38,231.00
F du Toit (Vicbay Theft)	376,750.00	376,750.00
Hoogbaard	600,000.00	600,000.00
I Gerber	21,840.00	21,840.00
A de Wet	614,675.00	614,675.00
Barry Louis Rae Trust	4,500,000.00	4,500,000.00
Laurington Sithemile Stone	43,271.61	43,271.61
Banger Car Hire	18,800.00	18,800.00
Claim from Department of Public Works (Correctional Services Uniondale)	8,323,662.00	8,323,662.00
Surplus / (Deficit)	54,683,867.18	50,986,718.09
LESS: Potential Contingent Liability - Knysna Fire Claims		-488,437,001.00
Recalculated Surplus / (Deficit) cash	54,683,867.18	-437,450,282.91

The municipality have been informed that there are a notice served by BDP Attorneys dated 14 December 2017 with reference JS/CJP/DK/MAT18717 regarding the fires in Knysna. The municipality does not have any further information and are still waiting for a technical opinion from the Auditor General on how to treat the claim in the Annual Financial Statements.

PART 2 – SUPPORTING DOCUMENTATION

Section 5 – Debtors' analysis

Supporting Table SC3

DC4 Eden - Supporting Table SC3 Monthly Budget Statement - aged debtors - Mid-Year Assessment

Description	NT Code	Budget Year 2017/18											
		0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total	Total over 90 days	Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy
R thousands													
Debtors Age Analysis By Income Source													
Trade and Other Receivables from Exchange Transactions - Water	1200									-	-		
Trade and Other Receivables from Exchange Transactions - Electricity	1300									-	-		
Receivables from Non-exchange Transactions - Property Rates	1400									-	-		
Receivables from Exchange Transactions - Waste Water Management	1500									-	-		
Receivables from Exchange Transactions - Waste Management	1600									-	-		
Receivables from Exchange Transactions - Property Rental Debtors	1700	33	40	2	1,498					1,573	1,498		
Interest on Arrear Debtor Accounts	1810									-	-		
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820									-	-		
Other	1900	110	411	7	17,974					18,502	17,974		
Total By Income Source	2000	143	451	9	19,472	-	-	-	-	20,075	19,472	-	-
2016/17 - totals only										-	-		
Debtors Age Analysis By Customer Group													
Organs of State	2200									-	-		
Commercial	2300									-	-		
Households	2400	33	40	2	1,498					1,573	1,498		
Other	2500	110	411	7	17,974					18,502	17,974		
Total By Customer Group	2600	143	451	9	19,472	-	-	-	-	20,075	19,472	-	-

Long outstanding debtors that mainly consist of old councillors debt and fire accounts, remains a concern for the municipality and management will continue to report in terms of progress made.

Section 6 – Creditors' analysis

Supporting Table C4

DC4 Eden - Supporting Table SC4 Monthly Budget Statement - aged creditors - Mid-Year Assessment

Description R thousands	NT Code	Budget Year 2017/18									Prior year totals for chart (same period)
		0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total	
Creditors Age Analysis By Customer Type											
Bulk Electricity	0100									-	
Bulk Water	0200									-	
PAYE deductions	0300									-	
VAT (output less input)	0400									-	
Pensions / Retirement deductions	0500									-	
Loan repayments	0600									-	
Trade Creditors	0700	339	20							359	
Auditor General	0800									-	
Other	0900									-	
Total By Customer Type	1000	339	20	-	-	-	-	-	-	359	-

Section 7 – Investment portfolio analysis

7.1 Investment monitoring information

		Movements for the month			
	Balance as at 01 December 2017	Investments matured	Investments made	Interest capitalised	Balance
<i>Eden district municipality</i>					
<i>Interest Received YTD</i>					
Standard Bank	40,000,000.00	-10,000,000.00			
FNB	-	-			
ABSA	30,000,000.00	-			
Nedbank	40,000,000.00	-10,000,000.00			
Investec Bank	10,000,000.00	-10,000,000.00			
Standard Bank - Bank Guarantee Investment	146,227.14				
BANK DEPOSITS	120,146,227.14	-30,000,000.00	-	-	

Total invested funds at the end of 31 December 2017 totals R90 000 000 as reflected above. The municipality also approved the Investment of the bank guarantee funds into a separate bank account as requested by the third party.

Municipal practice is to invest only with the 5 major banks in South Africa and no more than 33.3% of funds are invested at any institution as per approved Cash Management and Investment Policy by council.

Section 8 – Allocation and grant receipts and expenditure

8.1 Supporting Table C6

DC4 Eden - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - Mid-Year Assessment

Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
RECEIPTS:	1,2									
Operating Transfers and Grants										
National Government:		–	151,005	–	49,261	113,328	75,503	36,515	48.4%	151,005
Local Government Equitable Share			146,055		48,685	109,542	73,028	36,515	50.0%	146,055
Finance Management			1,250			1,250	625			1,250
Municipal Systems Improvement										
EPWP Incentive			1,280		576	896	640			1,280
NT - Rural Roads Asset Management Systems			2,420		–	1,640	1,210			2,420
	3							–		
								–		
								–		
								–		
Other transfers and grants [insert description]								–		
Provincial Government:		–	1,940	–	–	800	970	(170)	-17.5%	1,940
PT - Integrated Transport Plan			900				450	(450)	-100.0%	900
	4							–		
								–		
Other transfers and grants [insert description]			1,040			800	520	280	53.8%	1,040
District Municipality:		–	–	–	–	–	–	–		–
[insert description]								–		
								–		
Other grant providers:		–	–	–	–	–	–	–		–
[insert description]								–		
								–		
Total Operating Transfers and Grants	5	–	152,945	–	49,261	114,128	76,473	36,345	47.5%	152,945

8.2 Supporting Table C7

DC4 Eden - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - Mid-Year Assessment

Description	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
EXPENDITURE										
Operating expenditure of Transfers and Grants										
National Government:		-	151,005	-	524	74,593	75,503	(909)	-1.2%	151,005
Local Government Equitable Share			146,055			73,028	73,028	-		146,055
Finance Management			1,250		487	677	625	52	8.3%	1,250
Municipal Systems Improvement								-		-
EPWP Incentive			1,280		37	354	640	(286)	-44.7%	1,280
NT - Rural Roads Asset Management Systems			2,420			535	1,210	(675)	-55.8%	2,420
								-		
Other transfers and grants [insert description]								-		
Provincial Government:		-	1,940	-	-	-	970	(970)	-100.0%	1,940
PT - Integrated Transport Plan			900				450	(450)	-100.0%	900
								-		
								-		
Other transfers and grants [insert description]			1,040				520	(520)	-100.0%	1,040
District Municipality:		-	-	-	-	-	-	-		-
[insert description]								-		
Other grant providers:		-	-	-	-	-	-	-		-
[insert description]								-		
								-		
Total operating expenditure of Transfers and Grants:		-	152,945	-	524	74,593	76,473	(1,879)	-2.5%	152,945
Capital expenditure of Transfers and Grants										
National Government:		-	-	-	-	-	-	-		-
								-		
								-		
								-		
Other capital transfers [insert description]								-		
Provincial Government:		-	-	-	-	-	-	-		-
								-		
District Municipality:		-	-	-	-	-	-	-		-
								-		
Other grant providers:		-	-	-	-	-	-	-		-
								-		
								-		
Total capital expenditure of Transfers and Grants		-	-	-	-	-	-	-		-
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS		-	152,945	-	524	74,593	76,473	(1,879)	-2.5%	152,945

This report reflects the operational expenditure on these grants. The municipality also reports on these grants individually to National and Provincial Treasury.

Finance is in the process of enhancing the Division of Revenue Act (DORA) reporting with the compilation of a comprehensive report to strengthen the oversight role of council.

Section 9 – Expenditure on councillor and board members allowances and employee benefits

Supporting Table C8

DC4 Eden - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - Mid-Year Assessment

Summary of Employee and Councillor remuneration	Ref	2016/17	Budget Year 2017/18							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands		A	B	C						D
Councillors (Political Office Bearers plus Other)	1									
Basic Salaries and Wages		4,628	6,908		634	3,264	3,454	(190)	-6%	6,908
Pension and UIF Contributions		694	261		29	103	130	(27)	-21%	261
Medical Aid Contributions		120	142		7	36	71	(35)	-49%	142
Motor Vehicle Allowance		1,814	2,312		76	379	1,156	(778)	-67%	2,312
Cellphone Allowance		337	325		49	435	163	273	168%	325
Housing Allowances		–	367		48	219	184	35	19%	367
Other benefits and allowances		250	500			–	250	(250)	-100%	500
Sub Total - Councillors		7,843	10,815	–	843	4,435	5,408	(972)	-18%	10,815
% increase	4		37.9%							37.9%
Senior Managers of the Municipality	3									
Basic Salaries and Wages		3,716	4,014		347	1,336	2,007	(671)	-33%	4,014
Pension and UIF Contributions		687	551		54	188	275	(87)	-32%	551
Medical Aid Contributions		63	139		11	43	69	(26)	-38%	139
Overtime								–		–
Performance Bonus		554	554				277	(277)	-100%	554
Motor Vehicle Allowance		507	628		52	209	314	(105)	-33%	628
Cellphone Allowance		33	59		7	28	30	(2)	-6%	59
Housing Allowances		84	90		7	28	45	(17)	-38%	90
Other benefits and allowances		200			3	12		12	#DIV/0!	
Payments in lieu of leave		62	70				35	(35)	-100%	70
Long service awards								–		
Post-retirement benefit obligations	2							–		
Sub Total - Senior Managers of Municipality		5,906	6,104	–	480	1,844	3,052	(1,208)	-40%	6,104
% increase	4		3.4%							3.4%
Other Municipal Staff										
Basic Salaries and Wages		62,509	69,850		6,087	32,850	34,925	(2,075)	-6%	69,850
Pension and UIF Contributions		13,199	15,210		927	5,497	7,605	(2,108)	-28%	15,210
Medical Aid Contributions		9,348	10,067		461	2,778	5,034	(2,256)	-45%	10,067
Overtime		2,527	2,390		444	2,004	1,195	809	68%	2,390
Performance Bonus						–		–		–
Motor Vehicle Allowance		4,743	4,940		427	2,494	2,470	24	1%	4,940
Cellphone Allowance		225	115		8	41	57	(17)	-29%	115
Housing Allowances		733	879		71	362	439	(77)	-18%	879
Other benefits and allowances		2,321	3,557		443	1,968	1,779	190	11%	3,557
Payments in lieu of leave		4,268	5,265		359	4,862	2,633	2,230	85%	5,265
Long service awards		315	525		62	209	263	(54)	-21%	525
Post-retirement benefit obligations	2							–		
Sub Total - Other Municipal Staff		100,188	112,799	–	9,287	53,064	56,399	(3,336)	-6%	112,799
% increase	4		12.6%							12.6%
Total Parent Municipality		113,937	129,718	–	10,611	59,343	64,859	(5,516)	-9%	129,718

Salary and remuneration of councillor's expenditure totals 61.5% of all operational expenditures for the period ending 31 December 2017.

Section 10 – Material variances to the service delivery and budget implementation plan

The measurement of the performance of the municipality in terms of the implementation of the Service Delivery and Budget Implementation plan are dealt with separately. A separate report will be tabled with regards to the SDBIP.

Information regarding this is not dealt with under this section of the report.

Section 11 – Capital programme performance

Capital expenditure for the mid-year ending 31 December 2017 amounts to R185 000 which is 7.5% of the total capital budget of R2 458 500.

Amendments to the capital budget will be requested during the February 2018 adjustment budget process.

Section 12 – Municipal manager's quality certification

NAVRAE:
ENQUIRIES: L Hoek

KONTAKNR
CONTACT NO 044 803 1449

VERW:
REF: 6/18/7/2017-2018

KANTOOR:
OFFICES: George

DATUM
DATE 15 January 2018



QUALITY CERTIFICATE

I, M G Stratu, the accounting officer of **EDEN DISTRICT MUNICIPALITY (DC4)**, hereby certify that the—

(mark as appropriate)

- ☐ The monthly budget statement
- ☐ Quarterly report on the implementation of the budget and financial state affairs of the municipality
- ☐ **Mid- year budget and performance assessment**

For the period **1 JULY 2017 to 31 December 2017**, has been prepared in accordance with the Municipal Finance Management Act (Act 56 of 2003) and regulations made under the Act.

Print Name MONDE GIVEN STRATU

Acting Accounting Officer of **EDEN DISTRICT MUNICIPALITY (DC4)**.

Signature 

Date 15/01/2018

SECTION 72 REPORT

MID-YEAR PERFORMANCE ASSESSMENT FOR EDEN DISTRICT MUNICIPALITY

General

Purpose of Report

To submit to the Executive Mayor an assessment report on the Municipality's Performance covering the period

1 July 2017 to 31 December 2017.

1. Summary

In terms of Section 72 (1) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003), the accounting officer of a municipality must, by 25 January of each financial year, assess the performance of the municipality during the first half of the financial year and submit a report on such an assessment to the Mayor of the municipality, the National Treasury and the relevant provincial treasury. The Mayor must in turn, comply with the provisions of Section 54, which includes submitting the report to Council by 31 January of each year.

2. Constitutional and Policy Implications

The process is currently driven by legislation. A reviewed policy has been approved.

3. Legal Implications

3.1 Section 72 (1), Local Government: Municipal Finance Management Act, 2003 (Act 55 of 2003), **referred to as the MFMA**

3.2 Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) (Chapter 6 and sections 16 and 26 of Chapters 4 and 5, respectively), as read with the Local Government: Municipal Systems Amendment Act, 2003 (Act 44 of 2003)

4. Background

4.1 In terms of Section 72 (1) of the MFMA, the accounting officer of a Municipality must by 25 January of each year;

- (a) assess the performance of the municipality during the first half of the financial year, taking into account-
 - (i) the monthly statements referred to in section 71 for the first half of the financial year;
 - (ii) the municipality's service delivery performance during the first half of the financial year, and the service delivery targets and the performance indicators set in the service delivery and budget implementation plan;
 - (iii) the past year's annual report, and progress on resolving problems identified in the annual report; and
 - (iv) the performance of every municipal entity under the sole and shared control of the municipality, taking into account report in terms of section 88 from any such entity; and
- (b) submit a report on such assessment to-
 - (i) the Mayor of the municipality
 - (ii) the National Treasury; and
 - (iii) the relevant Provincial Treasury

4.2 Thereafter, the mayor must, in terms of Section 54 (1)-

- (a) consider the report
- (b) check whether the municipality's approved budget is implemented in accordance with the service delivery and budget implementation plan;
- (c) consider and, if necessary, make any revisions to the service delivery and budget implementation plan, provided that the revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of the council following approval of an adjustment budget;
- (d) issue any appropriate instructions to the accounting officer to ensure-
 - (i) that the budget is implemented in accordance with the service delivery and budget implementation plan; and
 - (ii) that spending of funds and revenue collection proceed in accordance with the budget;
- (e) identify any financial problems facing the municipality, including any emerging or impending financial problems; and
- (f) submit the report to the council by 31 January of each year

5. Performance Graphs and Listed tables as from the Performance System

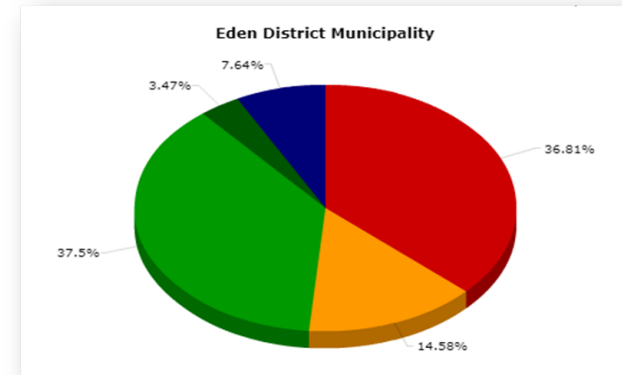
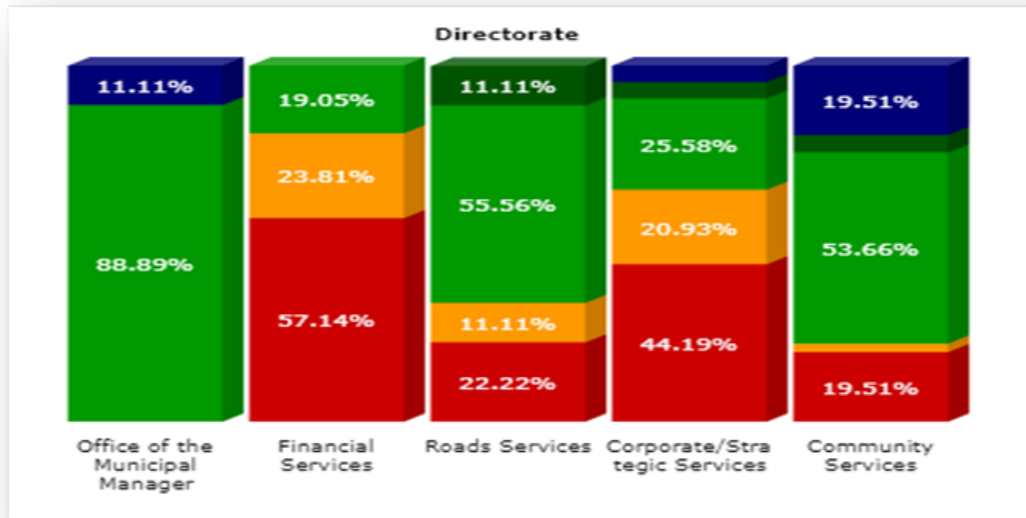
5.1 Graphs






5.2 Explanatory Information per Department

6. Recommendations

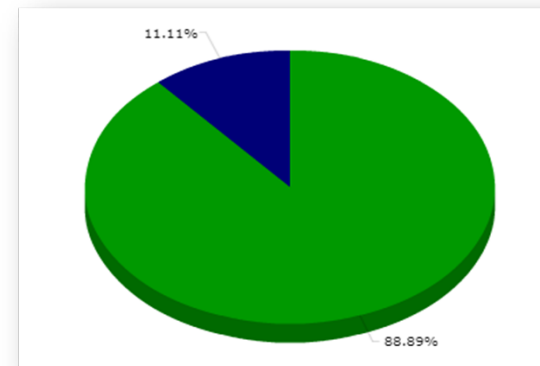
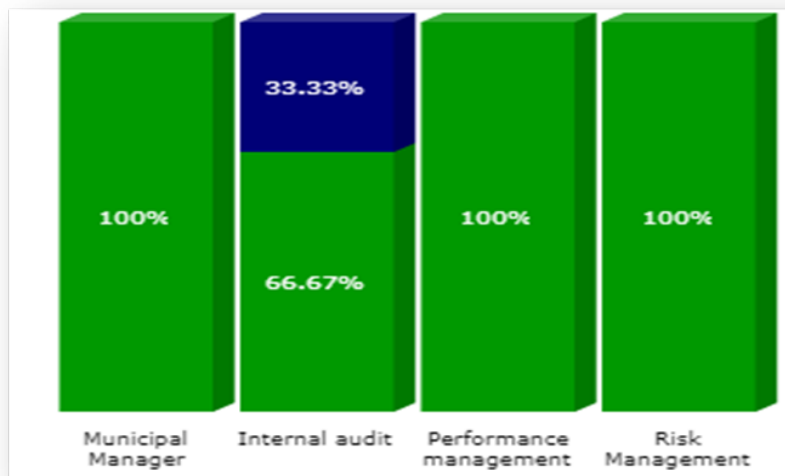
5. Performance Graphs and Listed tables as from the Performance System;






Eden District Municipality (Overall)



	Eden District Municipality	Directorate				
		Office of the Municipal Manager	Financial Services	Roads Services	Corporate/Strategic Services	Community Services
 KPI Not Met	<u>53 (36.8%)</u>	-	<u>24 (57.1%)</u>	<u>2 (22.2%)</u>	<u>19 (44.2%)</u>	<u>8 (19.5%)</u>
 KPI Almost Met	<u>21 (14.6%)</u>	-	<u>10 (23.8%)</u>	<u>1 (11.1%)</u>	<u>9 (20.9%)</u>	<u>1 (2.4%)</u>
 KPI Met	<u>54 (37.5%)</u>	<u>8 (88.9%)</u>	<u>8 (19%)</u>	<u>5 (55.6%)</u>	<u>11 (25.6%)</u>	<u>22 (53.7%)</u>
 KPI Well Met	<u>5 (3.5%)</u>	-	-	<u>1 (11.1%)</u>	<u>2 (4.7%)</u>	<u>2 (4.9%)</u>
 KPI Extremely Well Met	<u>11 (7.6%)</u>	<u>1 (11.1%)</u>	-	-	<u>2 (4.7%)</u>	<u>8 (19.5%)</u>
Total:	144	9	42	9	43	41

Office of the Municipal Manager



	Office of the Municipal Manager	Sub-Directorate			
		<i>Municipal Manager</i>	<i>Internal audit</i>	<i>Performance management</i>	<i>Risk Management</i>
 KPI Not Met	-	-	-	-	-
 KPI Almost Met	-	-	-	-	-
 KPI Met	<u>8 (88.9%)</u>	<u>1 (100%)</u>	<u>2 (66.7%)</u>	<u>3 (100%)</u>	<u>2 (100%)</u>
 KPI Well Met	-	-	-	-	-
 KPI Extremely Well Met	<u>1 (11.1%)</u>	-	<u>1 (33.3%)</u>	-	-
Total:	9	1	3	3	2






Office of the Municipal Manager: Explanatory Information

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
D1	Municipal Manager		Good Governance (GG)	Number of formal performance evaluations completed	Minutes of the Evaluation Panel	ACC	0	1	B	1	0	R	0	0	N/A	1	1	G
D2	Risk Management		GG	Number of progress reports submitted	Proof of submission and Minutes of risk committee meetings	ACC	0	0	N/A	0	1	B	1	0	R	1	1	G
D3	Risk Management		GG	Number of meetings held	Minutes of risk committee meetings	ACC	0	0	N/A	0	1	B	1	0	R	1	1	G
D4	Risk Management		GG	% compliance	Reports drawn from the iComply system	Carry Over	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A
D5	Internal audit		GG	Number of meetings arranged	Minutes of the meetings held	ACC	0	0	N/A	0	1	B	1	0	R	1	1	G
D6	Internal audit		GG	Number of reports submitted	Minutes of audit committee/ Reports issued	ACC	0	0	N/A	0	1	B	1	0	R	1	1	G
D7	Internal audit		GG	Number of reports submitted to the Performance Audit Committee	Minutes of audit committee/ Reports issued	ACC	0	0	N/A	0	1	B	1	0	R	1	1	G
D8	Internal audit		GG	% compliance	Reports drawn from the iComply system	Carry Over	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A
D9	Internal audit		GG	% of the audits completed	Excel progress register	Carry Over	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A
D10	Performance management		GG	Departmental SDBIP submitted to MM	Approved Departmental SDBIP	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D11	Performance management		GG	Number of performance reports submitted to Council	Proof of submission	ACC	1	1	G	0	0	N/A	0	0	N/A	1	1	G

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
D12	Performance management		GG	Report drafted and submitted by the 25 January	Proof of submission to the finance department and CC email to the MM	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D13	Performance management		GG	% compliance	Reports drawn from the iComply system	Carry Over	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A
D20	Risk Management	Compile the Risk based audit plan (RBAP) for 2018/19 and submit to the Audit Committee for consideration by 30 June 2018 [15]	GG	RBAP for 2018/19 compiled and submitted to the Audit Committee by 30 June 2018	Proof of submission and Minutes of Audit Committee meeting during which RBAP was submitted	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D21	Risk Management	Submit the updated risk register to the risk management committee by 31 March 2018 [16]	GG	Updated risk register submitted to the risk management committee by 31 March 2018	Proof of submission and Minutes of Risk Management Committee meeting during which risk register was submitted	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D22	Risk Management	Review the risk management policy that includes the strategy and implementation plan and submit to Council by 31 May 2018 [17]	GG	Reviewed risk management policy that includes the strategy and implementation plan submitted to risk management committee by 31 May 2018	Agenda and minutes of RMC meeting where policy was reviewed. Proof of submission to RMC	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
D23	Performance management	Submit the Top layer SDBIP for the 2018/19 budget for approval by the Mayor within 14 days after the budget has been approved [18]	GG	Top Layer SDBIP for the 2018/19 budget submitted to the Mayor within 14 days after the budget has been approved	Approved TL SDBIP	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D24	Performance management	Draft the annual performance report for 2016/17 and submit to the Auditor-General by 31 August 2017 [19]	GG	Annual performance report for 2016/17 drafted and submitted to the Auditor-General by 31 August 2017	Acknowledgement of receipt of the AG	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D25	Performance management	Review the Performance Management Policy and submit to Council for approval by 31 December 2017 [20]	GG	Performance Management Policy reviewed and submitted to Council for approval	Agenda of the Council meeting	Carry Over	0	0	N/A	0	0	N/A	1	1	G	1	1	G

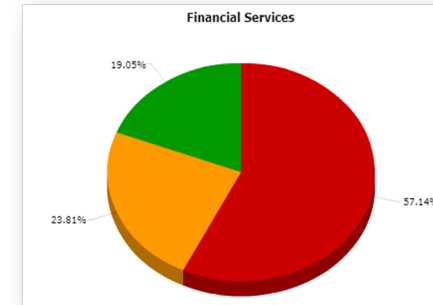
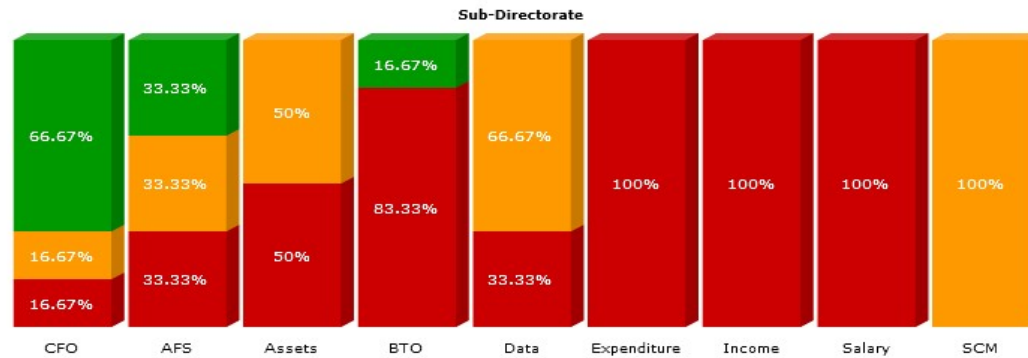
Summary of Results

	KPI Not Yet Measured	KPIs with no targets or actuals in the selected period.	11
	KPI Not Met	0% >= Actual/Target < 75%	0
	KPI Almost Met	75% >= Actual/Target < 100%	0
	KPI Met	Actual/Target = 100%	8
	KPI Well Met	100% > Actual/Target < 150%	0

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
	KPI Extremely Well Met	Actual/Target >= 150%				0												
Total KPIs						19												

Report generated on 15 January 2018 at 10:54

Financial Services



	Financial Services	Sub-Directorate							
		CFO	AFS	Assets	BTO	Data	Expenditure	Income	Salary
KPI Not Met	24 (57.1%)	1 (16.7%)	1 (33.3%)	2 (50%)	5 (83.3%)	1 (33.3%)	3 (100%)	4 (100%)	6 (100%)
KPI Almost Met	10 (23.8%)	1 (16.7%)	1 (33.3%)	2 (50%)	-	2 (66.7%)	-	-	-
KPI Met	8 (19%)	4 (66.7%)	1 (33.3%)	-	1 (16.7%)	-	-	-	-
KPI Well Met	-	-	-	-	-	-	-	-	-
KPI Extremely Well Met	-	-	-	-	-	-	-	-	-
Total:	42	6	3	4	6	3	3	4	6

Finance Department: Explanatory Information

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
D27	CFO	Achieve a clean audit report for the 2016/17 financial year by 31 December 2017 [22]	Good Governance	Clean audit report achieved for the 2016/17 financial year	Audit report received from the Auditor-General	Carry Over	0	0	N/A	0	0	N/A	1	0	R	1	0	R
D109	CFO		Financial Viability	Number of reports	Proof of monthly reports submitted to Provincial Treasury	Accumulative	1	1	G	1	1	G	1	0	R	3	2	R
D110	CFO		Financial Viability	Approved action plan	Proof of submission. Extract of minutes of Council	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D111	CFO		A Skilled Workforce and Communities	Number of risk progress reports submitted	Proof of submission on collab	Accumulative	1	1	G	0	0	N/A	0	0	N/A	1	1	G
D112	CFO		Good Governance	Number of meetings held with line managers	Minutes of meetings	Accumulative	1	1	G	1	1	G	1	1	G	3	3	G
D113	CFO		Good Governance	Number of reports submitted to MM	Proof of submission on Collab	Accumulative	1	1	G	0	0	N/A	0	0	N/A	1	1	G
D114	CFO		A Skilled Workforce and Communities	Number of reports submitted to MM	Proof of submission on collab	Accumulative	1	1	G	0	0	N/A	0	0	N/A	1	1	G
D115	BTO		Financial Viability	Final main budget submitted by 31 May	Proof of submission. Extract from Council minutes	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D116	BTO		Financial Viability	Adjustments budget submitted to council by 28 February	Proof of submission. Extract from the Council minutes	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D117	AFS		Financial Viability	File compiled by 31 August	Signed completed Audit files	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D118	AFS		Financial Viability	% compliance	Report from and POE as loaded on the system	Stand-Alone	100%	100%	G	100%	100%	G	100%	0%	R	100%	66.67%	R

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
D119	AFS		Financial Viability	Number of updates completed	Minutes of the OPCAR meeting	Accumulative	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D120	Assets		Financial Viability	Number of updates	Signed off and balanced reconciliations by the Deputy Manager	Accumulative	1	0	R	1	1	G	0	0	N/A	2	1	R
D121	Assets		Financial Viability	Annual count finalised by 31 May	Asset count lists/report signed off by the Deputy Manager and the Senior Accountant: Assets	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D122	Assets		Financial Viability	Number of reports submitted	Proof of submission of reports to Community Services/Incident Team	Accumulative	1	1	G	1	1	G	1	0	R	3	2	R
D123	Assets		Financial Viability	Number of updates completed	Signed off monthly journal by the Deputy Manager and the Senior Accountant: Assets	Accumulative	1	1	G	1	1	G	1	0	R	3	2	R
D124	Assets		Financial Viability	% compliance	Report from and POE as loaded on the system	Stand-Alone	100%	100%	G	100%	100%	G	100%	0%	R	100%	66.67%	R
D125	BTO		Financial Viability	Number of reports submitted	Correspondence reference number from Collaborator indicating submission of the report for the Agenda	Accumulative	1	0	R	1	0	R	1	0	R	3	0	R
D126	BTO		Financial Viability	Number of reconciliations submitted	Signed off balanced and reconciled grant register by the Deputy Manager	Accumulative	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
D127	BTO		Financial Viability	Number of reconciliations completed	Signed off /completed bank reconciliation by the Deputy Manager	Accumulative	1	1	G	1	1	G	1	0	R	3	2	R
D128	BTO		Financial Viability	% compliance	Report from and POE as loaded on the system	Stand-Alone	100%	100%	G	100%	100%	G	100%	0%	R	100%	66.67%	R
D129	BTO		Financial Viability	% of policies reviewed	Budget report to Council	Stand-Alone	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A
D130	BTO		Financial Viability	Number of reports submitted	Proof of submission	Accumulative	1	0	R	1	0	R	1	0	R	3	0	R
D131	Data		Financial Viability	Number of reports submitted monthly	ABACUS Trial balance	Accumulative	1	0	R	1	0	R	1	0	R	3	0	R
D132	Data		Financial Viability	Number of reports	ABACUS report	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D133	Data		Financial Viability	Number of updates	Listing of all updated SCM database	Accumulative	1	1	G	1	1	G	1	0	R	3	2	R
D134	Data		Financial Viability	Number of sign-offs	Signed off master file report	Accumulative	1	1	G	1	1	G	1	0	R	3	2	R
D135	Expenditure		Financial Viability	Number of updates	Signed off balanced investments reconciliation by the Deputy Manager	Accumulative	1	0	R	1	0	R	1	0	R	3	0	R
D136	Expenditure		Financial Viability	Number of reconciliations completed and submitted	Proof of submission to SARS	Accumulative	1	0	R	1	0	R	1	0	R	3	0	R
D137	Expenditure		Financial Viability	Number of exception reports submitted	Proof of submission	Accumulative	1	0	R	1	0	R	1	0	R	3	0	R
D138	Income		Financial Viability	Number of reconciliations submitted	Signed off and balanced reconciliations by the Deputy Manager	Accumulative	1	0	R	1	0	R	1	0	R	3	0	R
D139	Income		Financial Viability	Number of reviews completed	Proof of Report submitted to the Deputy Manager	Accumulative	1	0	R	1	0	R	1	0	R	3	0	R

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
D140	Income		Financial Viability	Number of reconciliations submitted	Signed off and balanced reconciliations by the Deputy Manager	Accumulative	1	0	R	1	0	R	1	0	R	3	0	R
D141	Income		Financial Viability	Number of reports submitted	Proof of submission	Accumulative	1	0	R	1	0	R	1	0	R	3	0	R
D142	Salary		Financial Viability	Number of reconciliations completed and submitted	Signed off and balanced reconciliations by the Deputy Manager	Accumulative	1	0	R	1	0	R	1	0	R	3	0	R
D143	Salary		Financial Viability	Number of reconciliations completed and submitted monthly	Signed off and balanced reconciliations by the Deputy Manager	Accumulative	1	0	R	1	0	R	1	0	R	3	0	R
D144	Salary		Financial Viability	Number of reconciliations completed and submitted	proof of submission of IRP5 records	Accumulative	1	0	R	0	0	N/A	0	0	N/A	1	0	R
D145	Salary		Financial Viability	% Paid on time	E-filing document and Salary Bank Reconciliation	Stand-Alone	100%	0%	R	100%	0%	R	100%	0%	R	100%	0%	R
D146	Salary		Financial Viability	% Implemented	Audit report from PAYDAY	Last Value	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A
D147	Salary		Financial Viability	Number of reviews completed	Reviewed and signed-off report from PAYDAY by the Deputy Manager	Accumulative	1	0	R	1	0	R	1	0	R	3	0	R
D148	SCM		Financial Viability	Number of reports	Proof of submission to Portfolio Committee	Accumulative	1	1	G	1	1	G	1	0	R	3	2	R
D149	SCM		Financial Viability	% of workflow on Collaborator	Workflow history from Collaborator and the agenda of the BAC Committee	Stand-Alone	100%	100%	G	100%	100%	G	100%	0%	R	100%	66.67%	R
D150	SCM		Financial Viability	% of tenders	Tender register	Stand-Alone	65%	65%	G	65%	65%	G	65%	0%	R	65%	43.33%	R

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
				awarded														
D151	SCM		Financial Viability	% compliance	Report from and POE as loaded on the system	Stand-Alone	100%	100%	G	100%	100%	G	100%	0%	R	100%	66.67%	R
D152	Stores		Financial Viability	Annual stock take completed by 30 June	Approved stock take report	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D153	Stores		Financial Viability	Number of reconciliations completed	Signed off balanced reconciliations	Accumulative	1	0	R	1	0	R	0	0	N/A	2	0	R
D154	Stores		Financial Viability	Number of reports submitted	Proof of submission	Accumulative	1	1	G	1	1	G	1	1	G	3	3	G
D155	Stores		Financial Viability	Number of reports submitted	Proof of submission	Accumulative	0	0	N/A	1	1	G	0	0	N/A	1	1	G
D156	BTO	The percentage of the municipal capital budget spent on capital projects by 30 June 2018 (Actual amount spent on capital projects /Total amount budgeted for capital projects) [9]	Bulk Infrastructure Co-ordination	% of capital budget spent by 30 June 2018	Expenditure captured in Abakus on Capital Projects Votes - Abakus report to include actuals and budgeted amount per capital vote (Report provided by the CFO)	Last Value	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A
D157	BTO	Financial viability measured in terms of the municipality's ability to meet it's service debt obligations by 30 June 2018 ((Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue -	Financial Viability	% of debt coverage	Annual Financial Statements submitted to AG for auditing as compiled from actuals captured in Abakus	Reverse Last Value	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
		Operating Conditional Grant) [10]																
D158	BTO	Financial viability measured in terms of the available cash to cover fixed operating expenditure by 30 June 2018 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets)) [11]	Financial Viability	Number of months that available cash is sufficient to cover the monthly operating expenditure	Annual Financial Statements submitted to AG for auditing as compiled from actuals captured in Abakus	Last Value	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D159	BTO	Submit the annual financial statement of 2016/17 to the auditor-General by 31 August 2017 [12]	Financial Viability	Annual financial statements of 2016/17 submitted by 31 August 2017	Proof of submission to the AG	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A

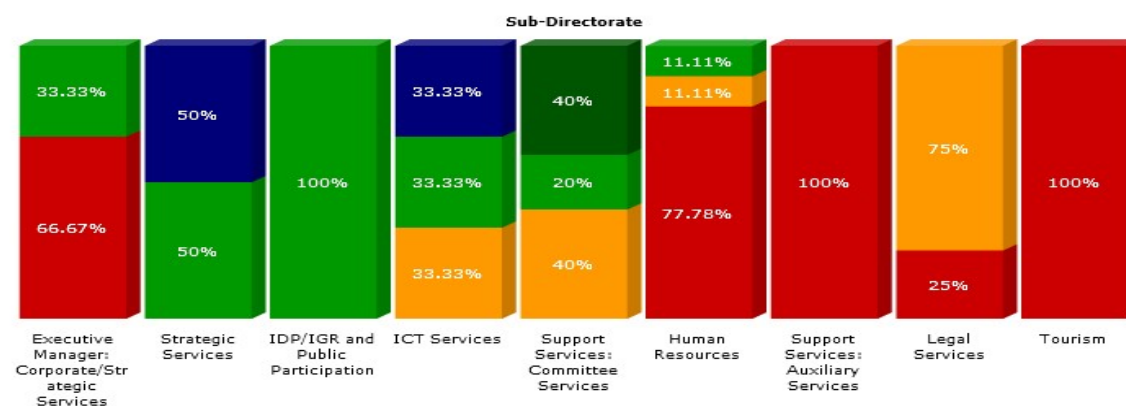
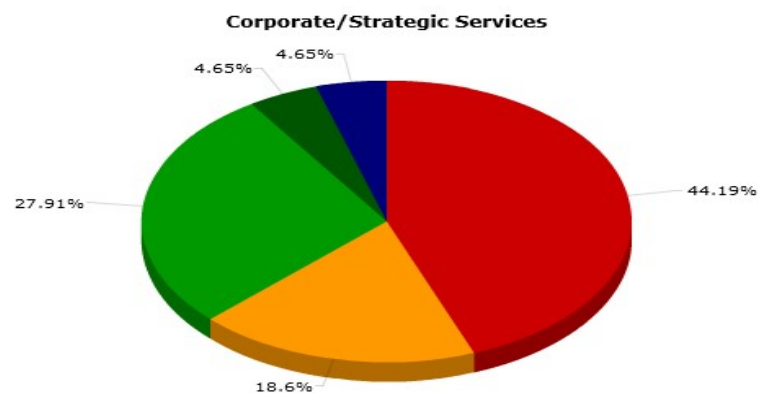
Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
D160	BTO	Achieve a current ratio of 1 (Current assets : Current liabilities) [13]	Financial Viability	Number of times the municipality can pay back its short term-liabilities with its short-term assets	Annual Financial Statements submitted to the AG for auditing as compiled from actuals captured in Abakus	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A

Summary of Results

KPI Not Yet Measured	KPIs with no targets or actuals in the selected period.	16
KPI Not Met	0% >= Actual/Target < 75%	31
KPI Almost Met	75% >= Actual/Target < 100%	0
KPI Met	Actual/Target = 100%	6
KPI Well Met	100% > Actual/Target < 150%	0
KPI Extremely Well Met	Actual/Target >= 150%	0
Total KPIs		53

Report generated on 15 January 2018 at 10:55.

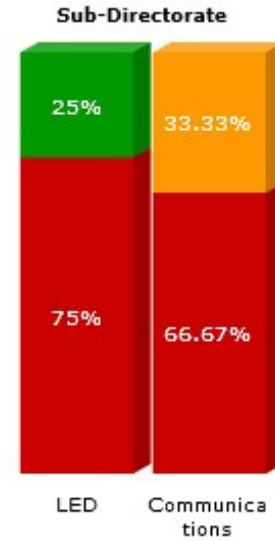
Corporate/Strategic Services (a)



	Corporate/Strategic Services	Sub-Directorate								
		Executive Manager: Corporate/Strategic Services	Strategic Services	IDP/IGR and Public Participation	ICT Services	Support Services: Committee Services	Human Resources	Support Services: Auxiliary Services	Legal Services	Tourism
KPI Not Met	19 (44.2%)	4 (66.7%)	-	-	-	-	7 (77.8%)	1 (100%)	1 (25%)	1 (100%)
KPI Almost Met	8 (18.6%)	-	-	-	1 (33.3%)	2 (40%)	1 (11.1%)	-	3 (75%)	-
KPI Met	12 (27.9%)	2 (33.3%)	1 (50%)	5 (100%)	1 (33.3%)	1 (20%)	1 (11.1%)	-	-	-
KPI Well Met	2 (4.7%)	-	-	-	-	2 (40%)	-	-	-	-
KPI Extremely Well Met	2 (4.7%)	-	1 (50%)	-	1 (33.3%)	-	-	-	-	-
Total:	43	6	2	5	3	5	9	1	4	1

Corporate/Strategic Services (b)

	Sub-Directorate	
	LED	Communications
KPI Not Met	<u>3 (75%)</u>	<u>2 (66.7%)</u>
KPI Almost Met	-	<u>1 (33.3%)</u>
KPI Met	<u>1 (25%)</u>	-
KPI Well Met	-	-
KPI Extremely Well Met	-	-
Total:	4	3



Corporate/Strategic Services: Explanatory Information

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
D26	Executive Manager: Corporate/Strategic Services	Facilitate the meetings of the Municipal Public Account Committee (MPAC) [21]	Good Governance	Number of Municipal Public Account Committee (MPAC) meetings held	Minutes of meetings	Accumulative	0	0	N/A	0	0	N/A	1	0	R	1	0	R
D29	Executive Manager: Corporate/Strategic Services		A Skilled Workforce and Communities	Number of OHS issues raised responded to within 30 working days	Emails, correspondence, memorandums, reports responding to the OHS issues	Stand-Alone	80%	80%	G	80%	80%	G	80%	80%	G	80%	80%	G
D30	Executive Manager: Corporate/Strategic Services		Good Governance	Number of risk progress reports submitted	Proof of submission on collab	Accumulative	0	0	N/A	0	0	N/A	1	0	R	1	0	R
D31	Executive Manager: Corporate/Strategic Services		Good Governance	Number of meetings held with line managers	Minutes of meetings	Accumulative	1	1	G	1	1	G	0	0	N/A	2	2	G
D32	Executive Manager: Corporate/Strategic Services		Good Governance	Number of reports submitted to MM	Proof of submission on collab	Accumulative	0	0	N/A	0	0	N/A	1	0	R	1	0	R
D33	Executive Manager: Corporate/Strategic Services		A Skilled Workforce and Communities	Number of reports submitted to MM	Proof of submission on collab	Accumulative	0	0	N/A	0	0	N/A	1	0	R	1	0	R
D34	Executive Manager: Corporate/Strategic Services		Good Governance	% compliance	Reports drawn from the iComply system	Carry Over	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A
D35	Tourism		Growing an Inclusive District Economy	Number of district tourism meetings coordinated	Notice of meetings; Agenda of meeting; Minutes of meetings	Accumulative	0	0	N/A	0	0	N/A	1	0	R	1	0	R
D36	Tourism		Growing an Inclusive District Economy	Number of tourism initiatives facilitated and/or attended (WTM, Die Beeld, Indaba, Mossel Bay Travel Fest)	Attendance register	Accumulative	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
D37	LED		Growing an Inclusive District Economy	Number of meetings for the district economic development forum coordinated	Notice and agenda of the meeting; Minutes of meeting	Accumulative	0	0	N/A	0	0	N/A	1	0	R	1	0	R
D38	Strategic Services		Growing an Inclusive District Economy	Number of meetings conducted	Attendance register	Accumulative	0	0	N/A	0	0	N/A	1	0	R	1	0	R
D39	Communications		Good Governance	Number of external newsletters compiled	Printers proof approval	Accumulative	0	0	N/A	0	0	N/A	1	0	R	1	0	R
D40	Communications		Good Governance	% of requests received updated/uploaded within 3 working days	Proof of requests received and proof of website upload log	Stand-Alone	100%	100%	G	100%	100%	G	100%	0%	R	100%	66.67%	R
D41	Communications		Good Governance	Number of internal newsletters compiled	Approved printers proof	Accumulative	0	0	N/A	0	0	N/A	1	0	R	1	0	R
D42	Communications		Good Governance	First draft of the Annual Report compiled and submit to Council by 31 January 2017	Proof of submission to Council	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D43	Communications		Good Governance	Communication Policy reviewed	Proof of submission	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D44	Strategic Services		Good Governance	% compliance	Reports drawn from the iComply system	Carry Over	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A
D45	LED		Growing an Inclusive District Economy	Agreement signed by 31 December 2017	Signed agreement	Carry Over	0	0	N/A	0	0	N/A	1	0	R	1	0	R
D46	LED		Growing an Inclusive District Economy	Agreement signed by 30 November 2017	Signed agreement	Accumulative	0	0	N/A	1	0	R	0	0	N/A	1	0	R

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
D47	LED		Growing an Inclusive District Economy	Agreement signed by 30 November 2017	Signed agreement	Carry Over	0	0	N/A	1	1	G	0	0	N/A	1	1	G
D48	IDP/IGR and Public Participation		Good Governance	Number of MMF meetings coordinated by 30 June	Minutes of meetings	Accumulative	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D49	IDP/IGR and Public Participation		Good Governance	Draft IDP advertised with 14 days after consideration of Council	Copy of placed advert	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D50	IDP/IGR and Public Participation		Good Governance	District Integrated Development Plan (IDP) reviewed and submitted to Council by 31 May	Proof of submission	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D51	IDP/IGR and Public Participation		Good Governance	IGR schedule compiled and submitted to Council by 31 May	Proof of submission	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D52	IDP/IGR and Public Participation		Good Governance	IDP/Budget Process Plan submitted by the end of August 2017	Proof of submission	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D53	IDP/IGR and Public Participation		Good Governance	Number of District Public Participation Forum meetings coordinated	Agenda & Minutes of meetings	Accumulative	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D54	IDP/IGR and Public Participation		Good Governance	% compliance	Reports drawn from the iComply system	Carry Over	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A
D55	ICT Services		Good Governance	Downtime limited to less than 5%	System report	Reverse Stand-Alone	5%	0.53%	B	5%	0.05%	B	5%	0%	B	5%	0.19%	B
D56	ICT Services		Good Governance	% of helpdesk request responded to within 7 working days	Helpdesk report	Stand-Alone	80%	84%	G2	80%	94%	G2	80%	0%	R	80%	59.33%	R

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
D57	ICT Services		Good Governance	Number of IT security tests conducted	System report	Accumulative	0	0	N/A	0	0	N/A	1	0	R	1	0	R
D58	Support Services: Committee Services		Good Governance	% distributed 3 working days before the meeting	Signed distribution list	Stand-Alone	90%	90%	G	90%	90%	G	90%	90%	G	90%	90%	G
D59	Support Services: Committee Services		Good Governance	% distributed within 7 working days	E-mail correspondence HOD	Stand-Alone	100%	100%	G	100%	100%	G	100%	100%	G	100%	100%	G
D60	Support Services: Committee Services		Good Governance	% distributed within 10 working days	Collaborator report	Stand-Alone	100%	100%	G	100%	90%	O	100%	100%	G	100%	96.67%	O
D61	Support Services: Committee Services		Good Governance	% distributed 3 working days before then meeting	Signed distribution list	Stand-Alone	90%	90%	G	90%	90%	G	90%	90%	G	90%	90%	G
D62	Support Services: Committee Services		Good Governance	% distributed within 10 working days	Email correspondence from Committee Officers	Stand-Alone	100%	100%	G	100%	90%	O	100%	90%	O	100%	93.33%	O
D63	Support Services: Committee Services		Good Governance	Meeting schedule submitted to Council by 31 March	Proof of submission	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D64	Support Services: Auxiliary Services		Good Governance	Implementation Plan reviewed and submitted to the MANCOM	Proof of submission to MANCOM	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D65	Support Services: Auxiliary Services		Good Governance	Number of meetings arranged to manage the collaborator shared services system within the municipality	Minutes of user group meetings	Accumulative	0	0	N/A	0	0	N/A	2	0	R	2	0	R
D66	Support Services: Auxiliary Services		Good Governance	% compliance	Reports drawn from the iComply system	Carry Over	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A
D67	Human Resources		A Skilled Workforce and Communities	Number of Occupational Health & Safety Committee meetings	Minutes of OH&S committee meetings	Accumulative	0	0	N/A	0	0	N/A	1	0	R	1	0	R

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
				facilitated														
D68	Human Resources		A Skilled Workforce and Communities	Number of reports submitted to the Executive Manager	Proof of submission	Accumulative	1	1	G	1	0	R	0	0	N/A	2	1	R
D69	Human Resources		A Skilled Workforce and Communities	Workplace Skills Plan compiled and submitted	Proof of submission	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D70	Human Resources		Good Governance	Number of employees for which medical surveillance tests were conduct	Medical reports received from Occupational Medical Practitioner	Accumulative	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D71	Human Resources		Good Governance	Number of employment opportunities created for undergraduate youth	Signed appointment report	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D72	Human Resources		Good Governance	Number of updates of EE statistics	Proof of submission	Accumulative	1	0	R	0	0	N/A	0	0	N/A	1	0	R
D73	Human Resources		Good Governance	Number of sessions conducted	Agenda/Minutes/Job Evaluation Reports	Accumulative	1	0	R	1	0	R	0	0	N/A	2	0	R
D74	Human Resources		Good Governance	Number of results submitted	Proof of submission	Accumulative	1	0	R	1	0	R	0	0	N/A	2	0	R
D75	Human Resources		Good Governance	Within 3 working days after receiving the results from the MM	Final Outcomes Reports	Stand-Alone	100%	0%	R	100%	0%	R	100%	0%	R	100%	0%	R
D76	Legal Services		Good Governance	% of contracts reviewed within 5 working days	Collaborator report	Stand-Alone	80%	80%	G	80%	80%	G	80%	0%	R	80%	53.33%	R

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
D77	Legal Services		Good Governance	% of contracts reviewed within 3 working days	Collaborator report	Stand-Alone	80%	80%	G	80%	80%	G	80%	0%	R	80%	53.33%	R
D78	Legal Services		Good Governance	% of request for legal opinions responded to within 5 working days	Collaborator report	Stand-Alone	80%	80%	G	80%	80%	G	80%	0%	R	80%	53.33%	R
D79	Legal Services		Good Governance	Number of updated registers submitted	Proof of submission	Accumulative	0	0	N/A	0	0	N/A	1	0	R	1	0	R
D80	Human Resources		Good Governance	Employee Assistance Programme (EAP) Policy submitted to Council	Proof of submission	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D81	Human Resources		Good Governance	EAP events calendar submitted	Proof of submission	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D82	Human Resources		Good Governance	Internal EAP Advisory Committee established	Minutes of meeting	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D83	Human Resources		Good Governance	Workforce planning session conducted	Attendnace register	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D84	Human Resources		Good Governance	Remuneration Policy submitted to Council	Proof of submission	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D85	IDP/IGR and Public Participation		Good Governance	District Sec 27 Framework submitted to Council	Proof of submission	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D86	IDP/IGR and Public Participation		Good Governance	Number of meetings coordinated	Agenda & Minutes of meetings	Accumulative	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D87	Support Services: Auxiliary Services		Good Governance	Implementation Plan reviewed and submitted to the MANCOM	Proof of submission to MANCOM	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D88	Support Services:		Good	Number registers	Signed register	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
	Auxiliary Services		Governance	compiled														
D89	Human Resources	Number of people from employment equity target groups that will be appointed in the three highest levels of management during the 2017/18 financial year in compliance with the municipality's approved employment equity plan [1]	A Skilled Workforce and Communities	Number of people that will be appointed in the three highest levels of management in compliance with a municipality's approved employment equity plan	Approved Employment Equity quarterly progress report of 30 June 2017	Accumulative	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D90	Human Resources	Spent 0.5% of personnel budget on training by 30 June 2018 (Actual total training expenditure divided by total personnel budget) [2]	A Skilled Workforce and Communities	% of the personnel budget spent on training	Abacus financial system V525-consolidated statement for item (Vote number) / Section 71 In-Year Monthly & Quarterly Budget Statement for training	Carry Over	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A
D91	Human Resources	Limit vacancy rate to 10% of budgeted post by 30 June 2018 (Number of funded posts vacant divided by	A Skilled Workforce and Communities	% vacancy rate	Signed quarterly vacancy/calculation reconciliation	Reverse Last Value	0%	0%	N/A	0%	0%	N/A	10%	0%	B	10%	0%	B

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
		number of budgeted funded posts) [3]																
D92	Human Resources	Review the organisational structure and submit to Council by 31 May 2018 [4]	A Skilled Workforce and Communities	Organisational structure reviewed and submitted to Council by 31 May 2018	Proof of submission	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D93	Human Resources	Award 2 external bursaries to qualifying candidates by 31 March 2018 [5]	A Skilled Workforce and Communities	Number of external bursaries awarded	Signed bursary minutes	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D94	Strategic Services	Compile and submit the final annual report and oversight report for 2016/17 to Council by 31 March 2018 [6]	Good Governance	Final annual report and oversight report for 2016/17 submitted to Council	Proof of submission	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D95	LED	Develop a 5 year District Economic Development Strategy and submit to Council by 31 March 2018 [7]	Good Governance	District Economic Development Strategy submitted to Council	Proof of submission	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A

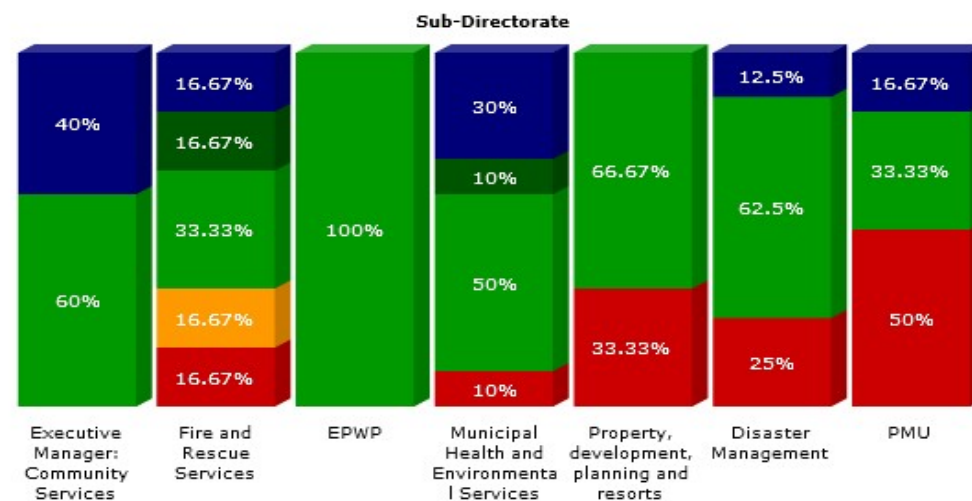
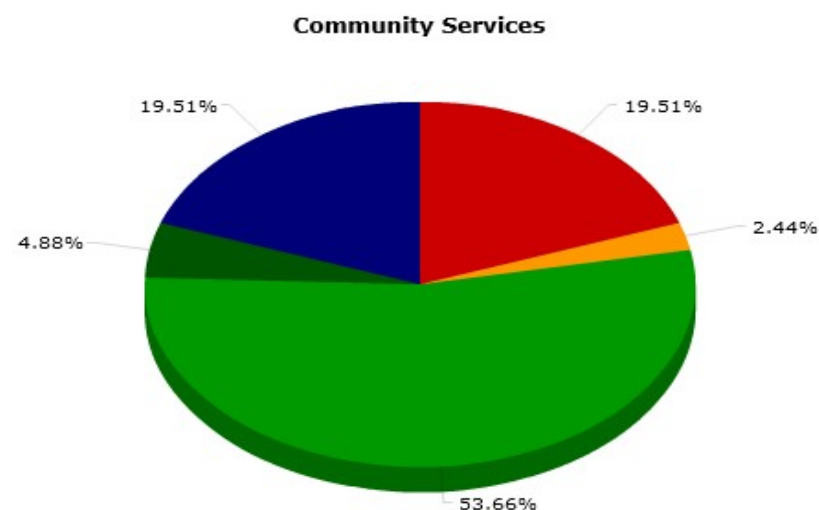
Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
D96	LED	Develop a 5 year District Tourism Marketing and Development Strategy and submit to Council by 31 March 2018 [8]	Good Governance	District Tourism Marketing and Development Strategy submitted to Council	Proof of submission	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A

Summary of Results

KPI Not Yet Measured	KPIs with no targets or actuals in the selected period.	34
KPI Not Met	0% >= Actual/Target < 75%	25
KPI Almost Met	75% >= Actual/Target < 100%	2
KPI Met	Actual/Target = 100%	6
KPI Well Met	100% > Actual/Target < 150%	0
KPI Extremely Well Met	Actual/Target >= 150%	2
Total KPIs		69

Report generated on 15 January 2018 at 10:57.

Community Services



	Community Services	Sub-Directorate						
		Executive Manager: Community Services	Fire and Rescue Services	EPWP	Municipal Health and Environmental Services	Property, development, planning and resorts	Disaster Management	PMU
KPI Not Met	8 (19.5%)	-	1 (16.7%)	-	1 (10%)	1 (33.3%)	2 (25%)	3 (50%)
KPI Almost Met	1 (2.4%)	-	1 (16.7%)	-	-	-	-	-
KPI Met	22 (53.7%)	3 (60%)	2 (33.3%)	3 (100%)	5 (50%)	2 (66.7%)	5 (62.5%)	2 (33.3%)
KPI Well Met	2 (4.9%)	-	1 (16.7%)	-	1 (10%)	-	-	-
KPI Extremely Well Met	8 (19.5%)	2 (40%)	1 (16.7%)	-	3 (30%)	-	1 (12.5%)	1 (16.7%)
Total:	41	5	6	3	10	3	8	6

Community Services: Explanatory Information

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
D14	PMU		Growing an Inclusive District Economy	Number of applications submitted	Proof of submission	Accumulative	0	1	B	0	0	N/A	1	1	G	1	2	B
D15	PMU		Growing an Inclusive District Economy	Number of meetings held	Attendance register and minutes of the meetings held	Accumulative	0	0	N/A	1	1	G	0	0	N/A	1	1	G
D16	PMU		Growing an Inclusive District Economy	Number of meetings attended	Attendance register and minutes of the meetings held	Accumulative	1	0	R	0	1	B	1	0	R	2	1	R
D17	PMU		Growing an Inclusive District Economy	Number of meetings attended	Attendance register and minutes of the meetings held	Accumulative	0	0	N/A	1	1	G	0	0	N/A	1	1	G
D18	PMU		Growing an Inclusive District Economy	Number of meetings attended	Invitations/summit planning feedback	Accumulative	1	0	R	1	0	R	0	1	B	2	1	R
D19	PMU		Growing an Inclusive District Economy	Number of reports submitted	Proof of submission of the report	Accumulative	1	1	G	1	1	G	1	1	G	3	3	G
D28	Executive Manager: Community Services	Develop the Growth and Development Strategy for the District and submit to Council for approval by 30 June 2018 [23]	Growing an Inclusive District Economy	Growth and Development Strategy developed and submitted to Council for approval	Agenda of the Council meeting	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D161	Executive Manager: Community Services		A Skilled Workforce and Communities	Number of reports submitted	Minutes of the meetings	Accumulative	0	0	N/A	0	0	N/A	1	1	G	1	1	G

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
D162	Executive Manager: Community Services		Good Governance	Number of risk progress reports submitted	Proof of submission on Collab	Accumulative	0	0	N/A	0	0	N/A	1	1	G	1	1	G
D163	Executive Manager: Community Services		Good Governance	Number of meetings held with line managers	Minutes of meetings	Accumulative	1	2	B	1	1	G	1	1	G	3	4	G2
D164	Executive Manager: Community Services		Good Governance	Number of reports submitted to MM	Proof of submission on Collab	Accumulative	0	0	N/A	0	0	N/A	1	1	G	1	1	G
D165	Executive Manager: Community Services		A Skilled Workforce and Communities	Number of reports submitted to MM	Proof of submission on Collab	Accumulative	0	0	N/A	0	0	N/A	1	1	G	1	1	G
D166	Disaster Management		Sustainable Environmental Management and Public Safety	Number of reports submitted	Copy of the email confirming submission of the report	Accumulative	1	1	G	1	1	G	1	1	G	3	3	G
D167	Disaster Management		Sustainable Environmental Management and Public Safety	Annual meeting held	Attendance register and agenda of the meeting	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D168	Disaster Management		Sustainable Environmental Management and Public Safety	Report submitted	Agenda of the Council meeting	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D169	Disaster Management		Sustainable Environmental Management and Public Safety	Report submitted	Agenda of the Portfolio meeting	Accumulative	0	0	N/A	0	0	N/A	1	0	R	1	0	R
D170	Disaster Management		Sustainable Environmental Management and Public Safety	Number of proposals submitted	Agenda of the Portfolio meeting	Accumulative	0	0	N/A	0	0	N/A	1	1	G	1	1	G

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
D171	Disaster Management		Sustainable Environmental Management and Public Safety	Report submitted	Proof of submission of the report	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D172	EPWP		Growing an Inclusive District Economy	Number of quarterly meetings held	Minutes of meeting	Accumulative	0	0	N/A	0	0	N/A	1	1	G	1	1	G
D173	EPWP		Growing an Inclusive District Economy	Number of reports submitted	Copy of the email confirming submission of the report	Accumulative	0	0	N/A	0	0	N/A	1	1	G	1	1	G
D174	EPWP		Growing an Inclusive District Economy	Number of inspections	Copy of the minutes submitted	Accumulative	1	1	G	1	1	G	1	1	G	3	3	G
D175	Municipal Health and Environmental Services		Healthy and Socially Stable Communities	Number of reports submitted	Proof of submission. Report	Accumulative	1	1	G	1	1	G	1	1	G	3	3	G
D176	Municipal Health and Environmental Services		Healthy and Socially Stable Communities	Number of reports submitted	Letter from Provincial Department of Health confirming receipt of Sinjani Monthly report	Accumulative	1	1	G	1	1	G	1	1	G	3	3	G
D177	Property, development, planning and resorts		Healthy and Socially Stable Communities	Number of reports submitted	Copy of the email confirming submission of the report	Accumulative	1	1	G	1	1	G	1	1	G	3	3	G
D178	Property, development, planning and resorts		Good Governance	Number of reports submitted	Copy of the email confirming submission of the report	Accumulative	0	0	N/A	0	0	N/A	1	1	G	1	1	G
D179	Property, development, planning and resorts		Good Governance	Maintenance plan reviewed and submitted	Proof of submission of the plan	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D180	Property, development, planning and		Good Governance	Number of reports submitted	Proof of submission of the report	Accumulative	0	0	N/A	0	0	N/A	1	0	R	1	0	R

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
	resorts																	
D181	Fire and Rescue Services		Sustainable Environmental Management and Public Safety	Number of meetings attended	Attendance register and agenda of the meeting	Accumulative	0	0	N/A	0	0	N/A	1	0	R	1	0	R
D182	Fire and Rescue Services		Sustainable Environmental Management and Public Safety	Number of reports submitted	Proof of submission of the report	Accumulative	1	1	G	1	1	G	1	1	G	3	3	G
D183	EPWP	Submit the EPWP business plan to the National Minister of Public Works for all internal projects by 30 June 2018 [24]	Growing an Inclusive District Economy	EPWP business plan submitted to the National Minister of Public Works by 30 June 2018	Copy of plan signed by MM and the weigh bill as proof of submission	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D184	Fire and Rescue Services	Record and refer 85% of all calls received in 2017/18 in the Call Centre (% calculated by the system) [25]	Sustainable Environmental Management and Public Safety	% of calls recorded and referred in 2017/18	Monthly Split Skill Summary Report generated from the CAD system	Stand-Alone	85%	83.96%	O	85%	85.29%	G2	85%	91.11%	G2	85%	86.79%	G2
D185	Disaster Management	Hold quarterly meetings with disaster management role players as listed in Section 51(1)(d) of the Disaster Management Act, Act 57 of 2002, as amended, to discuss regional disaster management	Sustainable Environmental Management and Public Safety	Number of quarterly meetings held	Minutes of meetings	Accumulative	0	0	N/A	0	0	N/A	1	1	G	1	1	G

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
		issues [26]																
D186	Fire and Rescue Services	Hold quarterly meetings with the Fire Officers in the district [27]	Sustainable Environmental Management and Public Safety	Number of quarterly meetings held	Minutes of meetings	Accumulative	0	0	N/A	0	0	N/A	1	1	G	1	1	G
D187	Fire and Rescue Services	Respond from the station to all fire calls within 4 minutes from when the call is received {(Number of calls responded to within 4 minutes/Number of calls received)X100} [28]	Sustainable Environmental Management and Public Safety	% of fire calls attended to	Occurrence register	Stand-Alone	90%	52.38%	R	90%	54.95%	R	90%	73.68%	O	90%	60.34%	R
D188	Disaster Management	Execute 2 emergency preparedness exercises by 30 June 2018 [29]	Sustainable Environmental Management and Public Safety	Number of emergency preparedness exercises executed by 30 June 2018	Copy of approved emergency exercise programme and minutes of the debriefing	Accumulative	0	0	N/A	0	0	N/A	1	0	R	1	0	R
D189	Disaster Management	Submit bi-annual status reports from the electronic disaster management tool maintained to the Municipal Managers Forum [30]	Sustainable Environmental Management and Public Safety	Number of status reports submitted	Agenda of the MMF meeting	Accumulative	0	0	N/A	0	0	N/A	1	1	G	1	1	G

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
D190	Municipal Health and Environmental Services	Implement 4 emission testing (air quality) initiatives by 30 June 2018 [31]	Sustainable Environmental Management and Public Safety	Number of emission testing (air quality) initiatives implemented by 30 June 2018	Results and/or test reports	Accumulative	0	0	N/A	0	0	N/A	1	1	G	1	1	G
D191	Municipal Health and Environmental Services	Hold quarterly meetings with the Eden Air Quality stakeholders forum [32]	Healthy and Socially Stable Communities	Number of quarterly meetings held	Minutes of meetings and attendance registers	Accumulative	0	0	N/A	0	0	N/A	1	1	G	1	1	G
D192	Municipal Health and Environmental Services	Raise environmental awareness through 4 awareness sessions with the community by 30 June 2018 [33]	Sustainable Environmental Management and Public Safety	Number of sessions held by 30 June 2018	Approved programme and attendance registers	Accumulative	0	0	N/A	0	0	N/A	1	1	G	1	1	G
D193	Municipal Health and Environmental Services	Raise Public Health awareness through 8 sessions with the community by 30 June 2018 [34]	Healthy and Socially Stable Communities	Number of session held by 30 June 2018	Approved programme and attendance registers	Accumulative	0	0	N/A	0	0	N/A	2	2	G	2	2	G
D194	Municipal Health and Environmental Services	Compile and submit a Municipal Health By-Law for Council approval by 30 June 2018 [35]	Healthy and Socially Stable Communities	By-law submitted to Council for approval	Agenda of Council meeting	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D195	Municipal Health and Environmental Services	Compile and submit a Municipal Health Plan for Council approval by 30	Healthy and Socially Stable Communities	Municipal Health Plan submitted to Council for approval	Agenda of Council meeting	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
		June 2018 [36]																
D196	Municipal Health and Environmental Services	Publish 8 articles on municipal health and environmental services in the media by 30 June 2018 [37]	Healthy and Socially Stable Communities	Number of articles published in the media by 30 June 2018	Copies of Published Articles	Accumulative	0	0	N/A	0	0	N/A	2	4	B	2	4	B
D197	Disaster Management	Publish 4 articles on disaster management in the media by 30 June 2018 [38]	Healthy and Socially Stable Communities	Number of articles published in the media by 30 June 2018	Copies of Published Articles	Accumulative	0	0	N/A	0	0	N/A	1	0	R	1	0	R
D198	Fire and Rescue Services	Provide 8 recruitment of volunteers and first aid training sessions by 30 June 2018 [39]	Sustainable Environmental Management and Public Safety	Number of first aid training sessions provided by 30 June 2018	Attendance registers	Accumulative	0	0	N/A	0	0	N/A	1	3	B	1	3	B
D199	Municipal Health and Environmental Services	Provide 8 food safety training sessions to the community by 30 June 2018 [40]	Healthy and Socially Stable Communities	Number of food safety training sessions provided by 30 June 2018	Attendance registers	Accumulative	0	0	N/A	0	0	N/A	2	2	G	2	2	G
D200	EPWP	Create job opportunities through the Expanded Public Works Programme (EPWP) by 30 June 2018 [41]	Growing an Inclusive District Economy	Number of Job opportunities created through the Expanded Public Works Programme (EPWP) by 30 June 2018	Signed contracts of employment on EPWP projects with a start between (and including) 1 July 2017 to 30 June 2018	Accumulative	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D201	Municipal Health and Environmental	Hold quarterly Climate Change meetings [42]	Sustainable Environmental Management	Number of quarterly meetings held	Attendance registers and agenda of the	Accumulative	0	0	N/A	0	0	N/A	1	1	G	1	1	G

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
	Services		and Public Safety		meeting													
D202	Municipal Health and Environmental Services	Develop and submit a Climate Change Response Plan to Council for approval by 30 June 2018 [43]	Sustainable Environmental Management and Public Safety	Climate Change Response Plan developed and submitted	Agenda of the Council meeting	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D203	Municipal Health and Environmental Services	Hold quarterly District Waste Management Forum meetings [44]	Sustainable Environmental Management and Public Safety	Number of quarterly meetings held	Attendance registers and agenda of the meeting	Accumulative	0	0	N/A	0	0	N/A	1	0	R	1	0	R
D204	Municipal Health and Environmental Services	Appoint a service provider for the building, operating and construction of a regional landfill site by 30 June 2018 [45]	Sustainable Environmental Management and Public Safety	Service provider appointed	Minutes of the Bid Adjudication Committee	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D205	Property, development, planning and resorts	Develop a Turnaround Strategy for the De Hoek Mountain Resort and the Calitzdorp Spa and submit to Council for approval by 30 June 2018 [46]	Sustainable Environmental Management and Public Safety	Turnaround Strategy developed and submitted to Council for approval	Agenda of the Council meeting	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D206	Property, development, planning and resorts	Develop a Turnaround Strategy for prioritised investment property and submit to Council for approval by 30	Sustainable Environmental Management and Public Safety	Turnaround Strategy developed and submitted to Council for approval	Agenda of the Council meeting	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A

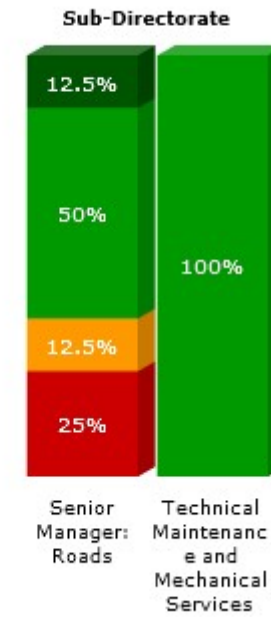
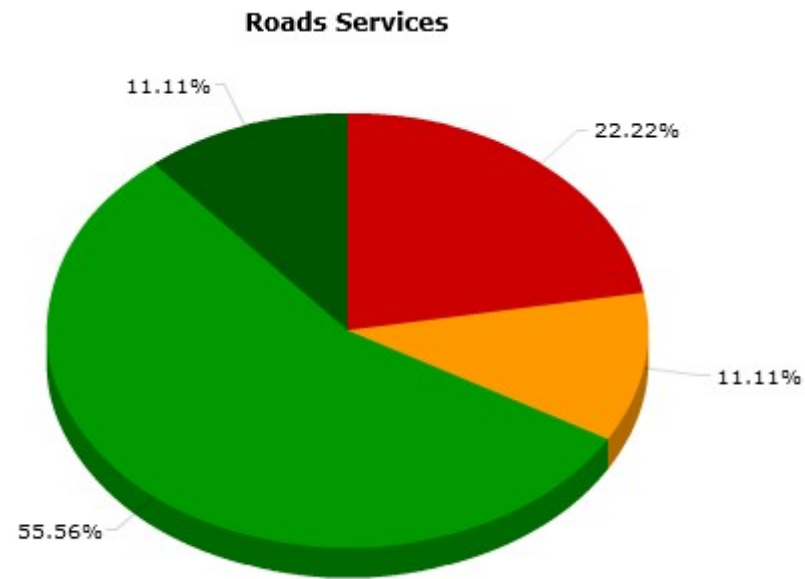
Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
		June 2018 [47]																
D207	Property, development, planning and resorts	Review the SDF and submit to Council for approval by 31 January 2018 [48]	Sustainable Environmental Management and Public Safety	SDF reviewed and submitted to Council for approval	Agenda of the Council meeting	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A






Summary of Results

KPI Not Yet Measured	KPIs with no targets or actuals in the selected period.	14
KPI Not Met	0% >= Actual/Target < 75%	9
KPI Almost Met	75% >= Actual/Target < 100%	0
KPI Met	Actual/Target = 100%	26
KPI Well Met	100% > Actual/Target < 150%	2
KPI Extremely Well Met	Actual/Target >= 150%	3
Total KPIs		54

Report generated on 15 January 2018 at 10:58.

Roads Services



	Roads Services	Sub-Directorate	
		Senior Manager: Roads	Technical Maintenance and Mechanical Services
 KPI Not Met	2 (22.2%)	2 (25%)	-
 KPI Almost Met	1 (11.1%)	1 (12.5%)	-
 KPI Met	5 (55.6%)	4 (50%)	1 (100%)
 KPI Well Met	1 (11.1%)	1 (12.5%)	-
 KPI Extremely Well Met	-	-	-
Total:	9	8	1

Roads Services: Explanatory Information

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
D97	Senior Manager: Roads		A Skilled Workforce and Communities	Number of reports submitted on issues as raised by the H&S Officer	Proof of submission on collab	Accumulative	0	0	N/A	0	0	N/A	1	1	G	1	1	G
D98	Senior Manager: Roads		Good Governance	Number of risk progress reports submitted	Proof of submission on collab	Accumulative	0	0	N/A	0	0	N/A	1	1	G	1	1	G
D99	Senior Manager: Roads		Good Governance	Number of meetings held with line managers	Minutes of meetings	Accumulative	1	1	G	1	1	G	1	0	R	3	2	R
D100	Senior Manager: Roads		Good Governance	Number of reports submitted to MM	Proof of submission on collab	Accumulative	0	0	N/A	0	0	N/A	1	1	G	1	1	G
D101	Senior Manager:		A Skilled Workforce and	Number of reports	Proof of submission on	Accumulative	0	0	N/A	0	0	N/A	1	1	G	1	1	G

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
	Roads		Communities	submitted to MM	collab													
D102	Senior Manager: Roads		Bulk Infrastructure Co-ordination	Number of meetings attended	Minutes of the DRE meeting	Accumulative	1	0	R	1	0	R	0	0	N/A	2	0	R
D103	Senior Manager: Roads		Bulk Infrastructure Co-ordination	Number of reports on the road services submitted to the Portfolio Committee	Proof of report submitted on Collaborator	Accumulative	0	0	N/A	1	1	G	0	0	N/A	1	1	G
D104	Senior Manager: Roads		Bulk Infrastructure Co-ordination	Number of Health and Safety Committee meetings attended	Minutes of meetings held	Accumulative	0	0	N/A	0	0	N/A	1	1	G	1	1	G
D105	Technical Maintenance and Mechanical Services		Bulk Infrastructure Co-ordination	Re-gravel plan submitted to the District Roads Engineer by 31 March	Proof of submission	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D106	Technical Maintenance and Mechanical Services		Bulk Infrastructure Co-ordination	Vehicle replacement and new purchase register compiled by 31 March	Minutes of Vehicle replacement meeting	Carry Over	0	0	N/A	0	0	N/A	0	0	N/A	0	0	N/A
D107	Technical Maintenance and Mechanical Services		Bulk Infrastructure Co-ordination	Number of Regional Health and Safety meetings attended	Minutes of meetings	Accumulative	0	0	N/A	1	1	G	0	0	N/A	1	1	G
D108	Senior Manager: Roads	Spent 95% of the roads maintenance budget allocation by 30 June 2018 (Actual expenditure divided by	Bulk Infrastructure Co-ordination	% of the roads maintenance budget spent by 30 June 2018	Roads maintenance expenditure as captured on Abacus in the Roads Ledger. Monthly cash flows derived from MOA	Last Value	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A	0%	0%	N/A

Ref	Sub-Directorate	Top Layer KPI Ref	Strategic Objective	Unit of Measurement	Source of Evidence	KPI Calculation Type	Oct-17			Nov-17			Dec-17			Overall Performance for Oct 2017 to Dec 2017		
							Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R
		approved allocation received) [14]			plus addendums between Eden DM and Provincial Department of Transport.													

Summary of Results

	KPI Not Yet Measured	<i>KPIs with no targets or actuals in the selected period.</i>	3
	KPI Not Met	<i>0% >= Actual/Target < 75%</i>	2
	KPI Almost Met	<i>75% >= Actual/Target < 100%</i>	0
	KPI Met	<i>Actual/Target = 100%</i>	7
	KPI Well Met	<i>100% > Actual/Target < 150%</i>	0
	KPI Extremely Well Met	<i>Actual/Target >= 150%</i>	0
Total KPIs			12

Report generated on 15 January 2018 at 10:56.

6. Recommendations

The following recommendations are made with regards to the performance management of Eden District Municipality:

Service Delivery and Budget Implementation Plan (SDBIP)

- The Departmental SDBIP be revised/adjusted
- The Top Level SDBIP be revised/adjusted
- The Top Level SDBIP is submitted to the Executive Mayor for approval
- The Departmental SDBIP is submitted to the Municipal Manager for approval

The content of this report be filtered to the SDBIP in conjunction with the approved request for changes that will be submitted during the adjustment period

Electronic System for Performance Management (Ignite)

The following changes have to be implemented and monitored during the period ahead;

- Linkages on the system with regards to KPI's on Health have to be rectified
- The 'Assurance' porthole have to be utilised on a monthly basis by the identified user department
- All movements on KPI's must be done as part of the adjustment period

Portfolio of Evidence (source of evidence/POE)

The following recommendations have to be made going forward;

- All POE's for updated KPI's must be submitted to the performance office by the 17th of each month for the month prior
- Noted feedback will be communicated to the user departments in order to assist in preparing the final POE for the quarterly submission to the Internal Audit unit

Updates

Updates on the Performance Management System will be monitored, evaluated and reported on, on a monthly basis in order to assist the user departments.

.....