

**Langeberg Municipality**  
**SDBIP 2014/2015: Top Layer SDBIP Report**

Ref	Directorate	KPI	Unit of Measurement	Wards	Area	KPI Owner	Baseline	Source of Evidence	Reporting Category	Annual Target	Revised Target	KPI Calculation Type	Q1	Q2	Q3	Q4
1	Municipal Manager	Ensure two (2) formal evaluations of directors in terms of their signed agreements	No of formal evaluations completed	All	All	Municipal Manager	2	Evaluation report and signed scoring sheets	Internal	2	2	Accumulative	1	0	1	0
2	Municipal Manager	Review of the system of delegations	Submit report to Council for the adoption of the system of delegation	All	All	Municipal Manager	1	Minutes of council meeting during which the system of delegation was adopted	Internal	1	1	Carry Over	0	0	1	0
3	Municipal Manager	Oversee the compilation of the IDP and the submission to Council for approval	IDP submitted to Council	All	All	Municipal Manager	1	Minutes of council meeting during which reviewed IDP was discussed	Internal	1	1	Carry Over	0	0	0	1
4	Municipal Manager	Oversee the compilation of the annual budget to Council for approval	Budget submitted to council for approval	All	All	Municipal Manager	1	Minutes of council meeting during which the Budget was submitted for approval	Internal	1	1	Carry Over	0	0	0	1
5	Municipal Manager	Oversee the submission of monthly Sect 71 of the MFMA	No of Sect 71 reports submitted	All	All	Municipal Manager	12	Sect 71 reports submitted	Internal	12	12	Accumulative	3	3	3	3
6	Municipal Manager	Oversee the submission of the Mid-Year Performance Report in terms of Sect 72 of the MFMA to Council	Mid-Year report submitted to Council	All	All	Municipal Manager	1	Report and minutes of Council meetings during which the report was discussed	Internal	1	1	Carry Over	0	0	1	0
7	Municipal Manager	Oversee the submission of the Annual and Oversight Report to Council	Annual report and Oversight Report submitted to Council	All	All	Municipal Manager	1	Minutes of council meeting during which report was discussed	Internal	1	1	Carry Over	0	0	1	0
8	Municipal Manager	Submit the Top Layer SDBIP to the Mayor for approval to approve the KPI's and targets to ensure the implementation of the municipal budget	Top Layer SDBIP submitted to the Mayor	All	All	Municipal Manager	1	Acknowledgement of receipt from the Mayor	Internal	1	1	Carry Over	0	0	0	1
9	Municipal Manager	Develop and update an Audit Action Plan	Management Action Plan	All	All	Municipal Manager	1	Progress report submitted to AG and Province	Internal	1	1	Carry Over	0	0	1	0
10	Municipal Manager	% of Capital Budget Spent on capital projects as identified in the IDP	95% of Capital Budget spent	All	All	Municipal Manager	90%	Financial Statements	Treasury	95%	0%	Carry Over	25%	50%	75%	95%
11	Strategic & Social Development	Implement an expanded public works programme	Number of temporary job opportunities created	All	All	Director: Strategy & Development	200	Names & ID's of temporary workers	Internal	220	220	Accumulative	60	50	50	60
12	Strategic & Social Development	Annual review and submission of the Disaster Management Plan for assessment by the District by end May	Plan reviewed	All	All	Director: Strategy & Development	1	Minutes of meeting where Plan was submitted	Internal	1	1	Carry Over	0	0	0	1
13	Strategic & Social Development	Implement a Disaster Recovery Site by June 2015	Disaster recovery site fully implemented	All	All	Director: Strategy & Development	1	Fully functional disaster recovery site	Internal	1	1	Carry Over				1
14	Corporate Services	% of the municipal budget spent on implementing its WSP by June 2014		All	All	Director: Corporate Services	1%	Completion Certificates	Internal	1%	1%	Carry Over	0%	0%	0%	1%

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15	Corporate Services	Number of people from the EE target groups employed in the 3 highest levels of management in compliance with the approved EE plan	Number of people employed in the highest 3 levels of management	All	All	Director: Corporate Services	1	Appointment letter and approval dates for the filling of the vacancy	Internal	1	1	Carry Over	0	0	0	1
16	Corporate Services	Ensure that all property contracts are properly executed	Monthly reports on the property contracts submitted to the Municipal Manager	All	All	Director: Corporate Services	12	Monthly reports on the property contracts submitted to the Municipal Manager and billing evidence	Internal	4	12	Accumulative	3	3	3	3
17	Corporate Services	Ensure functional ward committee system	Number of monthly ward committee meetings	All	All	Director: Corporate Services	10	Minutes of Ward Committee meetings	Internal	10	10	Accumulative	3	2	2	3
18	Engineering Services	Report quarterly on compliance with the National Waste Management Strategy	Number of reports	All	All	Director: Engineering Services	4	Reports submitted	Internal	4	4	Accumulative	1	1	1	1
19	Engineering Services	Increase tonnage of domestic waste recycled	Tonnage	All	All	Director: Engineering Services	720	Weigh bridge report	Internal	780	780	Accumulative	190	190	200	200
20	Engineering Services	Limit unaccounted electricity to 7.5%	% of electricity unaccounted for	All	All	Director: Engineering Services	7.5	Sale of electricity statistics from Finance department and the monthly report	Internal	7.50%	7.50%	Reverse Stand-Along	7.50%	7.50%	7.50%	7.50%
21	Engineering Services	Achieve Blue Drop Status	Blue Drop Status achieved	All	All	Director: Engineering Services	50	Blue Drop Status report	Internal	50%	50%	Carry Over	0%	0%	0%	50%
22	Engineering Services	Microbiological quality of water to comply with SANS standards	% of water quality	All	All	Director: Engineering Services	90%	Lab Results	Internal	90%	90%	Carry Over	90%	90%	90%	90%
23	Engineering Services	Limit unaccounted water to 18%	% of water unaccounted for	All	All	Director: Engineering Services	18%	Sale of water statistics from Finance department and the monthly report	Internal	18%	18%	Reverse Stand-Along	18%	18%	18%	18%
24	Engineering Services	Quality of effluent in terms of SANS standards	% quality	All	All	Director: Engineering Services	80%	Lab Results	Internal	80%	80%	Carry Over	80%	80%	80%	80%
25	Engineering Services	Achieve Green Drop Status	Green Drop Status achieved	All	All	Director: Engineering Services	50	Green Drop Status Report	Internal	50%	50%	Carry Over	0%	0%	0%	50%
26	Engineering Services	Installation of services	% of Budget Spent	All	All	Director: Engineering Services	100	Certificate from the engineer	Internal	100%	100%	Carry Over	0%	0%	0%	100%
27	Engineering Services	Construct Bonnievale reservoir and related pipe work	Bonnievale Reservoir and related pipe work constructed by June 2015	8	Bonnievale	Director: Engineering Services	New KPI for 2014/2015	Engineering report	Internal	100%	0%	Carry Over	0%	0%	0%	100%
28	Engineering Services	Compliance with implementation and reporting requirements on MIG	100% Compliance with implementation and reporting requirements on MIG	All	All	Manager: PMU		Copies of MIG reports submitted	Treasury	100%	0%	Carry Over	0%	0%	0%	100%

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29	Engineering Services	Grant progress reports submitted to the relevant national and provincial department before the 10th working day of every month	Number of reports submitted before the 10th working day of every month	All	All	Manager: Housing Administration	12	Copies of reports submitted	Treasury	12	0	Accumulative	3	3	3	3
30	Engineering Services	Spend the total amount budgeted for Sewerage Capital Projects	% of Sewerage Capital Budget Spent	All	All	Manager: Water, Sanitation, Roads & Streets	New KPI for 2014/2015	Financial Statements	Internal	100%	100%	Carry Over	25	50	75	100
31	Engineering Services	Spend the total amount budgeted for Roads & Streets Capital Projects	% of Roads & Streets Capital Budget Spent	All	All	Manager: Water, Sanitation, Roads & Streets	New KPI for 2014/2015	Financial Statements	Internal	100%	100%	Carry Over	25	50	75	100
32	Engineering Services	Spend the total amount budgeted for Water Capital Projects	% of Water Capital Budget Spent	All	All	Manager: Water, Sanitation, Roads & Streets	New KPI for 2014/2015	Financial Statements	Internal	100%	100%	Carry Over	25	50	75	100
33	Engineering Services	Spend the total amount budgeted for Cleansing Capital Projects	% of Cleansing Capital Budget Spent	All	All	Director: Engineering Services	New KPI for 2014/2015	Financial Statements	Internal	100%	100%	Carry Over	25	50	75	100
34	Engineering Services	Spend the total amount budgeted for Electrical Engineering Capital Projects	% of Electrical Engineering Capital Budget spent	All	All	Manager: Electrical Engineering	New KPI for 2014/2015	Financial Statements	Internal	100%	100%	Carry Over	25	50	75	100
35	Engineering Services	Spend the total amount budgeted for Housing Capital Projects	% of Housing Capital Budget Spent	All	All	Manager: Housing Administration	New KPI for 2014/2015	Financial Statements	Internal	100%	100%	Carry Over	25	50	75	100
36	Financial Services	Financial viability measured in terms of the available cash to cover fixed operating expenditure	Cost coverage ((Available cash+ investments)/ Monthly fixed operating expenditure	All	All	Director: Finance	2	Financial statements	Internal	2.2	2.2	Carry Over	0	0	0	2.2
37	Financial Services	Financial viability measured in terms of the municipality's ability to meet it's service debt obligations	Debt coverage ((Total operating revenue- operating grants received)/debt service payments due within the year)	All	All	Director: Finance	57	Financial statements	Internal	60	60	Carry Over	0	0	0	60
38	Financial Services	Financial viability measured in terms of the outstanding service debtors	Service debtors to revenue – (Total outstanding service debtors/ revenue received for services)	All	All	Director: Finance	12.6	Financial statements	Internal	12	12	Carry Over	0	0	0	12
39	Financial Services	Achievement of a payment percentage of at least 100%	Payment %	All	All	Director: Finance	97	Financial reports submitted to Council	Internal	100%	100%	Carry Over	75%	90%	95%	100%
40	Financial Services	Maintain the asset register in terms of GRAP	% of asset register maintained	All	All	Director: Finance	1	Asset Register	Internal	100%	100%	Carry Over	100%	100%	100%	100%
41	Financial Services	Maintain a clean audit opinion	Audit Opinion	All	All	Director: Finance	New KPI for 2013/2014	Report of the Auditor General	Internal	1	1	Carry Over	0	1	0	0

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42	Financial Services	Resolve all audit issues	% of audit queries for which an action plan was submitted within 10 working days	All	All	Director: Finance	90%	COMAFS provided by AG	Internal	90%	90%	Carry Over	90%	90%	90%	90%
43	Financial Services	Provision of 6kl free basic water per indigent household per month in terms of the equitable share requirements	Number of HH receiving free basic water	All	All	Manager: Revenue Services	6000	Statistics submitted to national Treasury	Treasury	8000	8000	Carry Over	7200	7500	7800	8000
44	Financial Services	Provision of free basic sanitation to indigent households in terms of the equitable share requirements	Number of HH receiving free basic sanitation	All	All	Manager: Revenue Services	6000	Statistics submitted to national Treasury	Treasury	8000	8000	Carry Over	7000	7500	7800	8000
45	Financial Services	Provision of 50kwh free basic electricity per indigent household per month in terms of the equitable share requirements	Number of HH receiving free basic electricity	All	All	Manager: Revenue Services	6000	Statistics submitted to national Treasury	Treasury	8000	8000	Carry Over	7000	7500	7800	8000
46	Financial Services	Provision of free basic refuse removal to indigent households in terms of the equitable share requirements	Number of HH receiving free basic refuse removals	All	All	Manager: Revenue Services	6000	Statistics submitted to national Treasury	Treasury	8000	8000	Carry Over	7000	7500	7800	8000







Revenue by Source

	Line Item (200 chars)	Vote Number	July	August	September	October	November	December	January	February	March	April	May	June		TOTAL
Ref	200 characters	100 characters	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number		
1	Property rates		34146310	0	0	0	0	0	0	0	0	0	0	0		34146310
2	Property rates - penalties & collection charges		0	0	0	0	0	0	0	0	0	0	0	445710		445710
3	Service charges - electricity revenue		24872244	24872244	24872244	22108660	22108660	22108660	22108660	22108660	22108660	22108660	22108660	24872248		276358260
4	Service charges - water revenue		3033052	3033052	3033052	3033052	3033052	3033052	3033052	3033052	3033052	3033052	3033052	3033048		36396620
5	Service charges - sanitation revenue		1041986	1041986	1041986	1041986	1041986	1041986	1041986	1041986	1041986	1041986	1041986	1041984		12503830
6	Service charges - refuse revenue		894297	894297	894297	894297	894297	894297	894297	894297	894297	894297	894297	894293		10731560
7	Service charges - other													0		0
8	Rental of facilities and equipment		222699	222699	222699	222699	222699	222699	222699	222699	222699	222699	222699	222631		2672320
9	Interest earned - external investments		0	319386	319386	319386	319386	319386	319386	319386	319386	319386	319386	319390		3513250
10	Interest earned - outstanding debtors		155391	155391	155391	155391	155391	155391	155391	155391	155391	155391	155391	155389		1864690
11	Dividends received													0		0
12	Fines		182038	182038	182038	182038	182038	182038	341323	273058	159284	159284	159284	91019		2275480
13	Licences and permits		121222	121222	121222	121222	121222	121222	121222	121222	121222	121222	121222	121218		1454660
14	Agency services		188159	188159	188159	188159	188159	188159	188159	188159	188159	188159	188159	188171		2257920
15	Transfers recognised - operational		1561760	1561760	6247043	6247043	7808803	7808803	7808803	7808803	7808803	7808803	7808803	7808803		78088030
16	Other revenue		1362177	1362177	1362177	1362177	1362177	1362177	1362177	1362177	1362177	1362177	1362177	1432083		16416030
17	Gains on disposal of PPE		0	0	0	0	0	0	0	0	0	0	0	0		0
18	Transfers recognised - capital		420580	420580	1682317	1682317	2102897	2102897	2102897	2102897	2102897	2102897	2102897	2102897		21028970
<b>X</b>	<b>TOTAL</b>		<b>R 68 201 915</b>	<b>R 34 374 991</b>	<b>R 40 322 011</b>	<b>R 37 558 427</b>	<b>R 39 540 767</b>	<b>R 39 540 767</b>	<b>R 39 700 052</b>	<b>R 39 631 787</b>	<b>R 39 518 013</b>	<b>R 39 518 013</b>	<b>R 39 518 013</b>	<b>R 42 728 884</b>		<b>R 500 153 640</b>