

Bergrivier Municipality

Section 72 2022/23

Council

Responsible Directorate	Strategic Objective	KPI Name	Description of Unit of Measurement	Source of Evidence	Calculation Type	Target Type	Original Annual Target	Strategic Goal	Quarter ending September 2022	Quarter ending December 2022	Overall Performance for Quarter ending September 2022 to Quarter ending December 2022			
									Corrective Measures	Corrective Measures	Original Target	Target	Actual	R
Council	To budget strategically	Number of formal households that receive piped water (credit & pre-paid water) that is connected to the municipal water infrastructure network as at 30 June 2023	Number of households which are billed for water or have prepaid meters as at 30 June 2023	Debtors Accrual Report extracted from VESTA Financial System	Last Value	Number	9 117	Strengthen Financial Sustainability and further enhance Good Governance			0	0	0	N/A
Council	To budget strategically	Number of formal households connected to the municipal electrical infrastructure network (credit & prepaid electrical metering) (Excl Eskom areas) at 30 June 2023	Number of households billed for electricity or have prepaid meters (Excl Eskom areas) at 30 June 2023 (Contour + Active meters)	Debtors Accrual Report from VESTA Financial System & CONTOUR pre-paid monthly electricity report (Contour + Active meters)	Last Value	Number	9 484	Strengthen Financial Sustainability and further enhance Good Governance			0	0	0	N/A
Council	To budget strategically	Number of formal households connected to the municipal waste water sanitation/ sewerage network for sewerage service, irrespective of number of water closets (toilets) at 30 June 2023	Number of households which are billed for sewerage at 30 June 2023	Debtors Accrual Report extracted from VESTA Financial System	Last Value	Number	7 423	Strengthen Financial Sustainability and further enhance Good Governance			0	0	0	N/A
Council	To budget strategically	Number of formal households for which refuse is removed once per week at 30 June 2023	Number of households which are billed for refuse removal at 30 June 2023	Debtors Accrual Report extracted from VESTA Financial System	Last Value	Number	9 573	Strengthen Financial Sustainability and further enhance Good Governance			0	0	0	N/A
Council	To alleviate poverty	Provide free basic water to indigent households	Number of households receiving free basic water	Indigent Report extracted from Vesta Financial System	Last Value	Number	1 702	Strengthen Financial Sustainability and further enhance Good Governance			0	0	0	N/A
Council	To alleviate poverty	Provide free basic electricity to indigent households	Number of households receiving free basic electricity	Indigent Report extracted from Vesta Financial System & CONTOUR pre-paid	Last Value	Number	1 800	Strengthen Financial Sustainability and further enhance Good Governance			0	0	0	N/A
Council	To alleviate poverty	Provide free basic sanitation to indigent households	Number of households receiving free basic sanitation	Indigent Report extracted from Vesta Financial System	Last Value	Number	1 502	Strengthen Financial Sustainability and further enhance Good Governance			0	0	0	N/A
Council	To alleviate poverty	Provide free basic refuse removal to indigent households	Number of households receiving free basic refuse removal	Indigent Report extracted from Vesta Financial System	Last Value	Number	1 706	Strengthen Financial Sustainability and further enhance Good Governance			0	0	0	N/A
Council	To budget strategically	Financial viability measured into municipality's ability to meet its service debt obligations as at 30 June 2023 (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant)	Debt to Revenue as at 30 June 2023 (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant)	Annual Financial Statements, supported by figures as per the VESTA financial system	Last Value	Percentage	26%	Strengthen Financial Sustainability and further enhance Good Governance			0%	0%	0%	N/A

Council	To budget strategically	Financial viability measured in terms of outstanding service debtors as at 30 June 2023 (Total outstanding service debtors/ revenue received for services)	Service debtors to revenue as at 30 June 2023 - (Total outstanding service debtors/ revenue received for services)	Annual Financial Statements, supported by figures as per the VESTA financial system	Reverse Last Value	Percentage	36%	Strengthen Financial Sustainability and further enhance Good Governance			0%	0%	0%	N/A
Council	To budget strategically	Financial viability measured in terms of available cash to cover fixed operating expenditure as at 30 June 2023 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) /Monthly Fixed Operational Expenditure excl (Depreciation, Amortisation, & Provision for Bad Debts, Impairment & Loss on Disposal of Assets))	Cost coverage as at 30 June 2023 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excl (Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets))	Annual Financial Statements, supported by figures as per the VESTA financial system	Last Value	Number	2.60	Strengthen Financial Sustainability and further enhance Good Governance			0	0	0	N/A

Summary of Results: Council

N/A	KPI Not Yet Applicable		11
R	KPI Not Met		0
O	KPI Almost Met		0
G	KPI Met		0
G2	KPI Well Met		0
B	KPI Extremely Well Met		0
	Total KPIs:		11

Municipal Manager

Responsible Directorate	Strategic Objective	KPI Name	Description of Unit of Measurement	Source of Evidence	Calculation Type	Target Type	Original Annual Target	Strategic Goal	Quarter ending September 2022	Quarter ending December 2022	Overall Performance for Quarter ending September 2022 to Quarter ending December 2022			
									Corrective Measures	Corrective Measures	Original Target	Target	Actual	R
Municipal Manager	To create an efficient, effective, economic and accountable administration	100% compliance with Selection & Recruitment Policy when vacant posts within the 3 highest levels of management are filled subject to suitably qualified candidates	% compliance with the selection and recruitment policy and/or legislation	Minutes of Council meeting for appointment of top 2 levels & appointment letter and signed service contract for level 3	Stand-Alone	Percentage	100%	Strengthen Financial Sustainability and further enhance Good Governance	[D625] Municipal Manager: A consultant, Mr Roy Steele from Steele & Associates was appointed (through a formal SCM process) to manage the recruitment and selection process of the Our Director Financial Services / CFO and Director Technical Services. Interviews for the Director Financial Services / CFO took place on 1 August 2022 and the appointment was made on 10 August 2022. The successful candidate was Mr Davy Louw who started his employment at Bergvrievier Municipality on 1 September 2022. Interviews for the Director Technical Services took place on 17 October 2022 and the appointment will be made on 25 October 2022. (September 2022)	[D625] Municipal Manager: None required. (December 2022)	100%	100%	100%	G

Municipal Manager	To create an efficient, effective, economic and accountable administration	Develop a framework for the alignment of the IDP and the Budget and submit to Mayco before 31 December 2022	Number of frameworks developed for the alignment between the IDP and Budget and submitted to Mayco before 31 December 2022	Minutes of Mayco meeting	Stand-Alone	Number	1	Strengthen Financial Sustainability and further enhance Good Governance			1	1	1	G
Municipal Manager	To create an efficient, effective, economic and accountable administration	Evaluate the performance of all staff with performance contracts on an annual basis according to the agreed upon performance contracts before 30 June 2023	% of performance evaluations of all staff with performance contracts according to the agreed upon performance contracts before 30 June 2023	System generated evaluation report of evaluation session of each staff member with a performance contract	Last Value	Percentage	100%	Strengthen Financial Sustainability and further enhance Good Governance			0%	0%	0%	N/A
Municipal Manager	To create an efficient, effective, economic and accountable administration	Facilitate the identification of the top 10 strategic risks of the municipality and ensure the development of a Risk Action Plan for each risk by 30 June 2023	Number of Risk Action Plans facilitated by 30 June 2023	Minutes of Risk committee	Accumulative	Number	10	Strengthen Financial Sustainability and further enhance Good Governance			0	0	0	N/A
Municipal Manager	To provide a transparent, ethical and corruption free municipality	MFMA Section 131(1): Ensure that any issues raised by the Auditor General in an Audit Report are addressed by 30 June 2023	% of issues raised by the Auditor General in an audit report addressed by 30 June 2023	Final Audit Report of Auditor-General issued after auditing financial statements & PDO' s for 2021/22 financial year	Carry Over	Percentage	100%	Strengthen Financial Sustainability and further enhance Good Governance			0%	0%	0%	N/A
Municipal Manager	To create an efficient, effective, economic and accountable administration	Develop a risk based audit plan (RBAP) (MFMA - Section 165(2)(a)) & submit to Audit Committee by 30 June 2023	RBAP submitted to the Audit Committee by 30 June 2023	Audit Committee minutes	Carry Over	Number	1	Strengthen Financial Sustainability and further enhance Good Governance			0	0	0	N/A
Municipal Manager	To create an efficient, effective, economic and accountable administration	Ensure that the outcomes of the strategic sessions during the annual IDP review process are aligned with the IDP and the budget and submitted to the Budget Steering Committee	Number of reports submitted to the Budget Steering Committee on the outcomes of the strategic sessions during the annual IDP review	Minutes of Budget Steering Committee	Stand-Alone	Number	1	Strengthen Financial Sustainability and further enhance Good Governance			0	0	0	N/A
Municipal Manager	To provide a transparent, ethical and corruption free municipality	Develop a culture of zero tolerance to corruption and dishonesty by the efficient completion of disciplinary steps in terms of the Anti-Fraud and Corruption Policy	% of transgressions initiated in terms of the Anti-Fraud and Corruption Policy	Quarterly reports to Portfolio Committee or EMC when applicable	Stand-Alone	Percentage	100%	Strengthen Financial Sustainability and further enhance Good Governance	[D633] Municipal Manager: None required. (September 2022)	[D633] Municipal Manager: None required (December 2022)	100%	100%	100%	G
Municipal Manager	To budget strategically	% of Capital budget spent as at 30 June 2023 : (Actual amount spent on capital projects/Total amount budgeted for capital projects) X100]	% of Capital budget spent as at 30 June 2023 : (Actual amount spent on capital projects/Total amount budgeted for capital projects) X100]	Detailed Excel Capital Report & Trial Balance from VESTA	Carry Over	Percentage	95%	Strengthen Financial Sustainability and further enhance Good Governance			0%	0%	0%	N/A
Municipal Manager	To budget strategically	% of Capital budget spent of the Office of the Municipal Manager as at 30 June 2023 : (Actual amount spent on capital projects/Total amount budgeted for capital projects) X100]	% of Capital budget spent of the Office of the Municipal Manager as at 30 June 2023: (Actual amount spent on capital projects/Total amount budgeted for capital projects) X100]	Detailed Excel Capital Report & Trial Balance from VESTA	Carry Over	Percentage	95%	Strengthen Financial Sustainability and further enhance Good Governance	[D635] Municipal Manager: The delivery of capital items by suppliers are the main cause of invoices that could not be paid in September 2022, resulting in 0% being spent. On shadow 13.97% is spent. Corrective measure: The Office of the MM will first make contact with the supplier and ensure that they have stock available to deliver within the time frames, otherwise we will make use of a different supplier. (September 2022)	[D635] Municipal Manager: Strategic Services and the Office of the Executive Mayor did not start their spending processes early enough and did not reach the agreed target of 40% spending by the end of December 2022. The Municipal Manager will address this matter during the annual performance evaluation of the relevant managers. (December 2022)	40%	40%	1.53%	R

Municipal Manager	To budget strategically	Ensure the submission of funding applications for the Small Town Regeneration Strategy as per the Piketberg Precinct Plan and report to the Economic Development Portfolio Committee on a quarterly basis.	Number of reports submitted to the Economic Development Portfolio Committee	Minutes of Economic Development Portfolio Committee	Accumulative	Number	4	Strengthen Financial Sustainability and further enhance Good Governance	[D636] Strategic Manager: September is too early to report on funding submissions. however, a complete project plan has been drafted and mostly costed. The National Task Team of STR is only launched in November 2022 (September 2022)	[D636] Strategic Manager: No business plan could be submitted yet as Cogta has not appointed the service provider yet. It is expected that the service provider will be operational in January 2023. A report was submitted to the Economic Portfolio Committee on this matter (December 2022)	2	2	2	G
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Summary of Results: Municipal Manager

N/A	KPI Not Yet Applicable	6
R	KPI Not Met	1
O	KPI Almost Met	0
G	KPI Met	4
G2	KPI Well Met	0
B	KPI Extremely Well Met	0
Total KPIs:		11

Corporate Services

Responsible Directorate	Strategic Objective	KPI Name	Description of Unit of Measurement	Source of Evidence	Calculation Type	Target Type	Original Annual Target	Strategic Goal	Quarter ending September 2022	Quarter ending December 2022	Overall Performance for Quarter ending September 2022 to Quarter ending December 2022				
									Corrective Measures	Corrective Measures	Original Target	Target	Actual	R	
Corporate Services	To budget strategically	The percentage of the Corporate Services capital budget actually spent on capital projects as at 30 June 2023 (Actual amount spent on capital projects/ Total amount budgeted for capital projects) X100	% of Capital budget spent as at 30 June 2023: (Actual amount spent on capital projects/ Total amount budgeted for capital projects) X 100]	AFS and Section 71 In-Year Monthly & Quarterly Budget Statement compiled from VESTA Financial System each month	Last Value	Percentage	95%	Strengthen Financial Sustainability and further enhance Good Governance	[D637] Director Corporate Services: The project Disaster Recovery Site was scheduled to have the SCM processes completed by the first quarter . The following reasons impacted the delay in the finalization of the SCM processes. The compilation of the floor drawings, the finalization of the bill of quantities and The compilation of the compliance documents took longer than anticipated due to the amount of role player involved. The FQ will be advertised in October and will possibly reflect shadow spending in the 2nd Quarter. (December			40%	40%	59.16%	G2
Corporate Services	To create an efficient, effective, economic and accountable administration	Finalise the review of the staff establishment as to comply with the timeframes of such a review within 12 months after a local government election	Number of staff establishment reports submitted to Council by 31 October 2022	Minutes of EMC Meeting	Carry Over	Number	1	Strengthen Financial Sustainability and further enhance Good Governance				1	1	1	G
Corporate Services	To provide a transparent, ethical and corruption free municipality	Develop a culture of zero tolerance to corruption and dishonesty by the efficient completion of disciplinary steps in terms of the Anti-Fraud and Corruption Policy	% of transgressions initiated in terms of the Anti-Fraud and Corruption Policy	Quarterly reports to Portfolio Committee or EMC when applicable	Stand-Alone	Percentage	100%	Strengthen Financial Sustainability and further enhance Good Governance				100%	100%	100%	G

Corporate Services	To create an efficient, effective, economic and accountable administration	95 % of training budget spent by 30 June 2023 to implement the Work Place Skills Plan (Total amount spent on training/Total amount budgeted)x100)	% of the training budget spent by 30 June 2023 to implement the Work Place Skills Plan	Monthly Trial Balance Report & Quarterly Budget Statement	Last Value	Percentage	95%	Strengthen Financial Sustainability and further enhance Good Governance	[D640] Director Corporate Services: Service Providers has been appointed for the second quarter and spending will improve on the second quarter.		40%	40%	51.17%	G2
Corporate Services	To create an efficient, effective, economic and accountable administration	Develop an annual departmental strategy for Human Resources and submit to Portfolio Committee by 15 December 2022	No of strategies submitted to Portfolio Committee by 15 December 2022	Minutes of Corporate Services Portfolio Committee	Carry Over	Number	1	Strengthen Financial Sustainability and further enhance Good Governance			1	1	1	G
Corporate Services	To create an efficient, effective, economic and accountable administration	Develop an annual departmental strategy for Planning and Development and submit to Portfolio Committee by 15 December 2022	No of strategies submitted to Portfolio Committee by 15 December 2022	Minutes of Corporate Services Portfolio Committee	Carry Over	Number	1	Strengthen Financial Sustainability and further enhance Good Governance			1	1	1	G
Corporate Services	To create an efficient, effective, economic and accountable administration	Evaluate the performance of all staff with performance contracts on an annual basis according to the agreed upon performance contracts before 30 June 2023	% of performance evaluations of all staff with performance contracts according to the agreed upon performance contracts before 30 June 2023	Minutes of evaluation session of each staff member with a performance contract	Last Value	Percentage	100%	Strengthen Financial Sustainability and further enhance Good Governance			0%	0%	0%	N/A
Corporate Services	To conserve and manage the natural environment and mitigate the impacts of climate change	Ensure public environmental awareness and education	Number of reports submitted to the Portfolio Committee regarding environmental education conducted with the public	Minutes of Corporate Services Portfolio Committee	Carry Over	Number	1	Sustainable and inclusive living environment			1	1	1	G
Corporate Services	To create an efficient, effective, economic and accountable administration	100% of all complaints registered on IMIS are being attended to within the Directorate and completed before the end of the month following the date on which the complaint was lodged	% of complaints registered on IMIS being attended to within the Directorate and completed before the end of the month following the date on which the complaint was lodged	Minutes of Corporate Services Portfolio Committee meetings	Stand-Alone	Percentage	100%	Strengthen Financial Sustainability and further enhance Good Governance			100%	100%	100%	G
Corporate Services	To create an efficient, effective, economic and accountable administration	Ensure that selection and recruitment interviews are completed for all vacancies within 3 months from date of approval of requisition and report to Corporate Services Portfolio Committee quarterly	Number of reports submitted to the Corporate Services Portfolio Committee	Minutes of Corporate Services Portfolio Committee	Accumulative	Number	4	Strengthen Financial Sustainability and further enhance Good Governance			2	2	2	G
Corporate Services	To create an efficient, effective, economic and accountable administration	Ensure that disciplinary hearings commenced within 3 months from and submit reports to the Corporate Services Portfolio Committee quarterly	Number of reports submitted to the Corporate Services Portfolio Committee	Minutes of Corporate Services Portfolio Committee	Accumulative	Number	4	Strengthen Financial Sustainability and further enhance Good Governance			2	2	2	G
Corporate Services	To create an efficient, effective, economic and accountable administration	Develop a Succession Planning Policy to ensure that staff can qualify for senior positions when available and submit to Mayco by 31 March 2023	Number of Succession Planning Policies submitted to Mayco by 31 March 2023	Minutes of Mayco	Stand-Alone	Number	1	Strengthen Financial Sustainability and further enhance Good Governance			0	0	0	N/A
Corporate Services	To create an efficient, effective, economic and accountable administration	Ensure that the administrative offices of Bergrivier Municipality in Piketberg, Velldrif and Porterville has fibre/wifi available subject to available budget and submit report to Corporate Services Portfolio Committee by 30 June 2023	Number of reports submitted to the Corporate Services Portfolio Committee on availability of fibre/wifi for all municipal offices before 30 June 2023	Minutes of Corporate Services Portfolio Committee	Stand-Alone	Number	1	Strengthen Financial Sustainability and further enhance Good Governance			0	0	0	N/A

Summary of Results: Corporate Services

N/A	KPI Not Yet Applicable		3
R	KPI Not Met		0
O	KPI Almost Met		0
G	KPI Met		8
G2	KPI Well Met		2
B	KPI Extremely Well Met		0
Total KPIs:			13

Financial Services

Responsible Directorate	Strategic Objective	KPI Name	Description of Unit of Measurement	Source of Evidence	Calculation Type	Target Type	Original Annual Target	Strategic Goal	Quarter ending September 2022	Quarter ending December 2022	Overall Performance for Quarter ending September 2022 to Quarter ending December 2022			
									Corrective Measures	Corrective Measures	Original Target	Target	Actual	R
Financial Services	To budget strategically	Improve the net debt collection period by 30 June 2023	Number of outstanding debtor days by 30 June 2023	Annual Financial Statements, supported by figures as per the VESTA financial system	Last Value	Number	110	Strengthen Financial Sustainability and further enhance Good Governance			0	0	0	N/A
Financial Services	To grow and diversify our revenue and ensure value for money-services	Monitor virements in the operational budget in accordance with the MFMA to enable efficient and effective service delivery and submit reports to the Finance Portfolio Committee on a quarterly basis	Number of reports submitted to the Finance Portfolio Committee to monitor virements in the operational budget in accordance with the MFMA to enable efficient and effective service delivery	Minutes of the following Finance Portfolio Committee	Accumulative	Number	4	Strengthen Financial Sustainability and further enhance Good Governance	[D669] Head: Assets & Supply Chain Management: None (September 2022)		2	2	2	G
Financial Services	To grow and diversify our revenue and ensure value for money-services	Conduct 1 series of workshops in the 3 major towns to business on compliance with municipal SCM regulation requirements to promote business opportunities in Bergrivier Municipal Area through the municipal budget by 31 December 2022	Number of series of workshops conducted to businesses on compliance with SCM regulation requirements by 31 December 2022	Attendance register of workshops conducted	Carry Over	Number	1	Strengthen Financial Sustainability and further enhance Good Governance			1	1	1	G
Financial Services	To grow and diversify our revenue and ensure value for money-services	Submit a bi-annual report for the writing off of unrecoverable debt to the Financial Portfolio Committee by December 2022 and June 2023	Number of reports submitted for the writing off of unrecoverable debt to the Financial Portfolio Committee by December 2022 and June 2023	Minutes of following Financial Portfolio Committee Meeting	Accumulative	Number	2	Strengthen Financial Sustainability and further enhance Good Governance		[D671] Manager: Income: The Finance Portfolio Committee resolved that no further write-offs will be considered before the Bad Debt write-off policy is approved. The write-off policy was workshopped with the Finance Portfolio Committee and will be tabled for approval in February 2023 after which the report for the writing off of irrecoverable debt will be tabled. It should be noted that a report was tabled to the Portfolio Committee during October 2022. (December 2022)	1	1	0	R
Financial Services	To grow and diversify our revenue and ensure value for money-services	Achieve a payment percentage of 96 % as at 30 June 2023 ((Gross Debtors Closing Balance + Billed Revenue - Gross Debtors Opening Balance + Bad Debts Written Off)/Billed Revenue) x 100)	Payment % as at 30 June 2023 ((Gross Debtors Closing Balance + Billed Revenue - Gross Debtors Opening Balance + Bad Debts Written Off) /Billed Revenue) x 100)	Minutes of the following Finance Portfolio Committee	Last Value	Percentage	96%	Strengthen Financial Sustainability and further enhance Good Governance			90%	90%	96.12%	G2

Financial Services	To provide a transparent, ethical and corruption free municipality	Develop a culture of zero tolerance to corruption and dishonesty by the efficient completion of disciplinary steps in terms of the Anti Fraud and Corruption Policy .	% of identified transgressions initiated in terms of the Anti-Fraud and Corruption Policy	Quarterly reports to Portfolio Committee or EMC when applicable	Stand-Alone	Percentage	100%	Strengthen Financial Sustainability and further enhance Good Governance			100%	100%	100%	G
Financial Services	To create an efficient, effective, economic and accountable administration	Evaluate the performance of all staff with performance contracts on an annual basis according to the agreed upon performance contracts before 30 June 2023	% of performance evaluations of all staff with performance contracts according to the agreed upon performance contracts before 30 June 2023	System generated evaluation report of each staff member with a performance contract	Last Value	Percentage	100%	Strengthen Financial Sustainability and further enhance Good Governance			0%	0%	0%	N/A
Financial Services	To grow and diversify our revenue and ensure value for money-services	Implement the approved Revenue Enhancement strategy to improve revenue generation and collection and submit quarterly reports to the Finance Portfolio Committee	Number of reports submitted to Finance Portfolio committee on the implementation of the approved Revenue Enhancement strategy	Minutes of the following Finance Portfolio Committee Meeting	Accumulative	Number	4	Strengthen Financial Sustainability and further enhance Good Governance			2	2	2	G
Financial Services	To create an efficient, effective, economic and accountable administration	100% of all complaints registered are being attended to within the Directorate and completed before the end of the month following the date on which the complaint was lodged	% of complaints registered being attended to within the Directorate and completed before the end of the month following the date on which the complaint was lodged	Minutes of following Financial Portfolio Committee	Stand-Alone	Percentage	100%	Strengthen Financial Sustainability and further enhance Good Governance			100%	100%	100%	G
Financial Services	To create an efficient, effective, economic and accountable administration	Ensure that all complaints about municipal accounts and related services are submitted through the IMIS system and report to the Finance Portfolio Committee on a quarterly basis	Number of reports submitted to Finance Portfolio Committee on complaints about municipal accounts and related services submitted through IMIS	Minutes of Finance Portfolio Committee	Accumulative	Number	4	Strengthen Financial Sustainability and further enhance Good Governance			2	2	101	B
Financial Services	To create an efficient, effective, economic and accountable administration	Facilitate quarterly feedback on the Procurement Plan for the 2022/2023 financial year by all Directorates and submit a quarterly report to the Finance Portfolio Committee	Number of feedback reports on the Procurement Plan submitted to the Finance Portfolio Committee	Minutes of Finance Portfolio Committee	Accumulative	Number	4	Strengthen Financial Sustainability and further enhance Good Governance			2	2	2	G
Financial Services	To create an efficient, effective, economic and accountable administration	Conduct an annual roadshow by May 2023 in each town for indigents, with specific attention to the pensioners and submit report to Finance Portfolio Committee	Number of annual roadshows conducted by May 2023	Minutes of Finance Portfolio Committee	Stand-Alone	Number	1	Strengthen Financial Sustainability and further enhance Good Governance			0	0	0	N/A

Summary of Results: Financial Services

N/A	KPI Not Yet Applicable		3
R	KPI Not Met		1
O	KPI Almost Met		0
G	KPI Met		6
G2	KPI Well Met		1
B	KPI Extremely Well Met		1
Total KPIs:			12

Community Services

Responsible Directorate	Strategic Objective	KPI Name	Description of Unit of Measurement	Source of Evidence	Calculation Type	Target Type	Original Annual Target	Strategic Goal	Quarter ending September 2022	Quarter ending December 2022	Overall Performance for Quarter ending September 2022 to Quarter ending December 2022			
									Corrective Measures	Corrective Measures	Original Target	Target	Actual	R
Community Services	To create innovative partnerships with sector departments for improved education outcomes and opportunities for youth development	95% spent of library grant by 30 June 2023 i.t.o approved business plan : (Actual amount spent/Total allocation received)x100]	% of library grant spent by 30 June 2023	Detailed Excel Capital Report & Trial Balance from VESTA	Last Value	Percentage	95%	Promote a safe, healthy, educated and integrated community			35%	35%	44.14%	G2
Community Services	To budget strategically, grow and diversify our revenue and ensure value for money-services	Collect 95% of budgeted income by 30 June 2023 for speeding fines (Excl budgeted debt provision) : (Actual amount collected/total amount budgeted) x 100]	% of budgeted income for speeding fines collected by 30 June 2023	Detailed Excel Capital Report & Trial Balance from VESTA	Last Value	Percentage	95%	Promote a safe, healthy, educated and integrated community			0%	0%	0%	N/A
Community Services	To budget strategically, grow and diversify our revenue and ensure value for money-services	Collect 95% of budgeted income by 30 June 2023 for resorts (Excl budgeted debt provision): (Actual amount collected /total amount budgeted)x100]	% of budgeted income for resorts collected by 30 June 2023	Detailed Excel Capital Report & Trial Balance from VESTA	Last Value	Percentage	95%	Strengthen Financial Sustainability and further enhance Good Governance			35%	35%	63.55%	B
Community Services	To provide a transparent, ethical and corruption free municipality	Develop a culture of zero tolerance to corruption and dishonesty by the efficient completion of disciplinary steps in terms of the Anti Fraud and Corruption Policy .	% of transgressions initiated in terms of the Anti-Fraud and Corruption Policy	Quarterly reports to Portfolio Committee or EMC when applicable	Stand-Alone	Percentage	100%	Strengthen Financial Sustainability and further enhance Good Governance			100%	100%	100%	G
Community Services	To facilitate an environment for the creation of jobs and small businesses	Monitor the performance of Bergrivier Tourism Organisation in accordance with the SLA by 30 June 2023	Number of reports submitted from BTO to the Economic Portfolio Committee by 30 June 2023	Minutes of Community Services Portfolio Committee	Accumulative	Number	4	Facilitate an enabling environment for economic growth			2	2	2	G
Community Services	To promote a safe environment for all who live in Bergrivier	Facilitate the upgrading of at least 1 community hall in the municipal area and submit report to Community Service Portfolio Committee by 30 June 2023	Number of community halls upgraded in municipal area and report submitted to Community Service Portfolio	Minutes of Community Services Portfolio Committee	Carry Over	Number	1	Promote a safe, healthy, educated and integrated community			0	0	0	N/A
Community Services	To promote a safe environment for all who live in Bergrivier	Develop 2 Disaster Management Contingency Plans and submit to Portfolio Committee by 30 June 2023	Number of Disaster Management Contingency Plans developed and submitted to Portfolio Committee by 30 June 2023	Minutes of Community Services Portfolio Committee	Carry Over	Number	1	Promote a safe, healthy, educated and integrated community			1	1	1	G
Community Services	To promote a safe environment for all who live in Bergrivier	Compile a festive season preparedness plan and submit to the Director Community Services for approval before 30 September 2022	Number of festive season preparedness plans submitted to the Director Community Services for approval before 30 September 2022	Number of approved plan signed of by Director Community Services	Carry Over	Number	1	Promote a safe, healthy, educated and integrated community			1	1	1	G
Community Services	To promote healthy life styles through the provision of sport and other facilities and opportunities	Review the Public Amenities By - Law and submit to Council by 30 June 2023	Number of by-laws reviewed relating to Public Amenities and submitted to Council by 30 June 2023	Minutes of Council meeting	Carry Over	Number	1	Promote a safe, healthy, educated and integrated community			0	0	0	N/A

Community Services	To budget strategically	% of Capital budget spent as at 30 June 2023 : (Actual amount spent on capital projects/Total amount budgeted for capital projects) X100]	% of Capital budget spent as at 30 June 2023 : (Actual amount spent on capital projects/Total amount budgeted for capital projects) X100]	Detailed Excel Capital Report & Trial Balance from VESTA	Carry Over	Percentage	95%	Strengthen Financial Sustainability and further enhance Good Governance		[D700] Director Community Services: Although actual spending is only 24,45%, the committed expenditure amounts to 54,75%. In addition, an order was issued for 2 vehicles, however these could not be delivered by the suppliers in December 2022, and will only be delivered in early 2023. The appointment of the consultant who will do the project management for a number of our biggest capital projects was finalized in December 2022. This will enable us to still complete our projects by the due dates for the current financial year. (December	40%	40%	24.45%	R
Community Services	To create an efficient, effective, economic and accountable administration	Evaluate the performance of all staff with performance contracts on an annual basis according to the agreed upon performance contracts before 30 June 2023	% of performance evaluations of all staff with performance contracts according to the agreed upon performance contracts before 30 June 2023	Minutes of evaluation session of each staff member with a performance contract	Last Value	Percentage	100%	Strengthen Financial Sustainability and further enhance Good Governance			0%	0%	0%	N/A
Community Services	To create an efficient, effective, economic and accountable administration	Ensure that selection and recruitment interviews are completed for all vacancies within 3 months from date of approval of requisition and report to Community Services Portfolio Committee quarterly.	Number of reports submitted to the Community Services Portfolio Committee	Minutes of Community Services Portfolio Committee	Accumulative	Number	4	Strengthen Financial Sustainability and further enhance Good Governance	[D703] Director Community Services: We will submit the Selection and Recruitment report to the November 2022 Portfolio Committee and thereafter on time every quarter. (September 2022)		2	2	2	G
Community Services	To provide a transparent, ethical and corruption free municipality	Develop a maintenance /operational plan for overgrown sidewalks and open spaces and submit to Community Services Portfolio Committee by 31 September 2022	Number of maintenance /operational plans for overgrown sidewalks and open spaces submitted to Community Services Portfolio Committee by 31 September 2022	Minutes of Community Services Portfolio Committee	Carry Over	Number	1	Promote a safe, healthy, educated and integrated community			1	1	1	G
Community Services	To create an efficient, effective, economic and accountable administration	Develop 5-year plan for play parks and submit to Community Services Portfolio Committee by 31 December 2022	Number of plans for play parks submitted to Community Services Portfolio Committee by 31 December 2022	Minutes of Community Services Portfolio Committee	Stand-Alone	Number	1	Strengthen Financial Sustainability and further enhance Good Governance			1	1	1	G
Community Services	To create an efficient, effective, economic and accountable administration	Conduct a backyarders survey in all towns and submit to Community Services Portfolio Committee by 31 December 2022	Number of surveys conducted and report submitted to Community Services Portfolio Committee by 31 December 2022	Minutes of Community Services Portfolio Committee	Stand-Alone	Number	1	Strengthen Financial Sustainability and further enhance Good Governance			1	1	1	G
Community Services	To budget strategically	Submit four (4) business plans to external stakeholders to obtain external funding by 30 June 2023	Number of business plans submitted to external stakeholders to obtain external funding by 30 June 2023	Copy of applications submitted	Accumulative	Number	4	Strengthen Financial Sustainability and further enhance Good Governance			2	2	2	G

Summary of Results: Community Services

N/A	KPI Not Yet Applicable	4
R	KPI Not Met	1
O	KPI Almost Met	0
G	KPI Met	9

G2	KPI Well Met		1
B	KPI Extremely Well Met		1
	Total KPIs:		16

Technical Services

Responsible Directorate	Strategic Objective	KPI Name	Description of Unit of Measurement	Source of Evidence	Calculation Type	Target Type	Original Annual Target	Strategic Goal	Quarter ending September 2022	Quarter ending December 2022	Overall Performance for Quarter ending September 2022 to Quarter ending December 2022			
									Corrective Measures	Corrective Measures	Original Target	Target	Actual	R
Technical Services	To develop and provide sustainable bulk and community infrastructure in support of the spatial development framework	Limit water losses to 12 % by 30 June 2023 {(Number of Kilotres Water Purchased or Purified minus Number of Kilotres Water Sold (including Free basic water) / Number of Kilotres Water Purchased or Purified × 100}	% of water losses 12 % or less by 30 June 2023 {(Number of Kilotres Water Purchased or Purified minus Number of Kilotres Water Sold (including Free basic water) / Number of Kilotres Water Purchased or Purified × 100}	Relevant note in Annual Financial Statements for the year ended 30 June 2022	Reverse Last Value	Percentage	12%	Sustainable Service Delivery			0%	0%	0%	N/A
Technical Services	To develop and provide sustainable bulk and community infrastructure in support of the spatial development framework	Limit unaccounted for electricity to 10 % by 30 June 2023 {(Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold (incl Free basic electricity)) / Number of Electricity Units Purchased and/or Generated) × 100}	% unaccounted electricity by 30 June 2023 {(Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold (incl. Free basic electricity))/ Number of Electricity Units Purchased and/or Generated) × 100}	Relevant note in Annual Financial Statements for the year ended 30 June 2022	Reverse Last Value	Percentage	10%	Sustainable Service Delivery			0%	0%	0%	N/A
Technical Services	To develop and provide sustainable bulk and community infrastructure in support of the spatial development framework	95 % of MIG conditional grant spent by 30 June 2023 to upgrade infrastructure : (Total amount spent/ Total amount allocated)x100]	% of MIG conditional grant spent by 30 June 2023	MIG report as signed by CFP and MM and send off to Provincial MIG office and COGTA	Last Value	Percentage	95%	Sustainable Service Delivery			40%	40%	46.30%	G2
Technical Services	To improve transport systems and enhance mobility of poor isolated communities in partnership with sector departments	95 % of conditional road maintenance operational grant spent by 30 June 2023 : (Total amount spent/ Total allocation received)x100] as budgeted in the Bergrivier Municipality Operational Budget	% of conditional road maintenance operational grant spent by 30 June 2023	Annual submissions of claims to Department of Public Works before 30 June 2022	Last Value	Percentage	95%	Sustainable Service Delivery			0%	0%	0%	N/A
Technical Services	To develop and provide sustainable bulk and community infrastructure in support of the spatial development framework	95% of the capital budget of Directorate: Technical Services spent by 30 June 2023 ((Total amount spent/Total allocation received)x100)	% of capital budget of Directorate: Technical Services spent by 30 June 2023	Monthly Budget Statement-transfers expenditure (Table C7) of Section 71 In-Year Monthly & Quarterly Budget Statement	Last Value	Percentage	95%	Sustainable Service Delivery			40%	40%	42.96%	G2

Technical Services	To develop and provide sustainable bulk and community infrastructure in support of the spatial development framework	Ensure the implementation of the annual Procurement Plan and submit reports to the Technical Portfolio Committee	Number of reports submitted to the Technical Portfolio Committee on the implementation of the Procurement Plan	Minutes of Technical Portfolio Committee	Accumulative	Number	11	Sustainable Service Delivery			5	5	5	G
Technical Services	To conserve and manage the natural environment and mitigate the impacts of climate change	Conduct 2 public awareness initiatives on recycling to reduce households waste	Number of awareness initiatives	Pamphlets & notices distributed	Accumulative	Number	2	Sustainable Service Delivery			1	1	1	G
Technical Services	To develop and provide sustainable bulk and community infrastructure in support of the spatial development framework	95% water quality level obtained as per SANS 241 physical & micro parameters as at 31 December 2022 and 30 June 2023	% water quality level as at 31 December 2022 and 30 June 2023	Monthly Supply System Drinking Water Quality Performance Report & Excel Summary of Drinking Water Quality	Last Value	Percentage	95%	Sustainable Service Delivery			95%	95%	96.60%	G2
Technical Services	To create innovative partnerships with sector departments for improved education outcomes and opportunities for youth development	Sign SLAA's for each development to facilitate an environment conducive to infrastructure development in partnership with the developer and/or investors. Signed SLAA's/ total number of developments where SLA's are required)	% of developments with Signed SLAA's with developers and/or investors	Signed SLAA's	Stand-Alone	Percentage	100%	Sustainable Service Delivery			100%	100%	100%	G
Technical Services	To create an efficient, effective, economic and accountable administration	100% of all complaints registered on IMIS are being attended to within the Directorate and completed before the end of the month following the date on which the complaint was lodged based on clients service charter.	% of complaints registered on IMIS being attended to within the Directorate and completed before the end of the month following the date on which the complaint was lodged	Minutes of Technical Portfolio Committee	Stand-Alone	Percentage	100%	Strengthen Financial Sustainability and further enhance Good Governance			100%	100%	100%	G
Technical Services	To communicate effectively with the public	Revision of the technical functions in the Blackout plan and submit to Technical Portfolio Committee by 30 June 2023	Number of revisions of the technical functions in the Blackout Plan and submit to Technical Portfolio Committee by 30 June 2023	Minutes of Technical Portfolio Committee	Carry Over	Number	1	Strengthen Financial Sustainability and further enhance Good Governance			0	0	0	N/A
Technical Services	To develop and provide sustainable bulk and community infrastructure in support of the spatial development framework	Revision of the maintenance plan for all current infrastructure and submit report to Technical Portfolio Committee by 30 June 2023	Number of maintenance plans revised for all infrastructure and submitted to Technical Services Portfolio Committee by 30 June 2023	Minutes of Technical Portfolio Committee	Carry Over	Number	1	Sustainable Service Delivery			0	0	0	N/A
Technical Services	To develop and provide sustainable bulk and community infrastructure in support of the spatial development framework	Establish an approved maintenance plan for all assets by 30 June 2023 and submit report to Technical Portfolio Committee	Number of reports submitted to the Technical Portfolio Committee.	Minutes of Technical Portfolio Committee	Stand-Alone	Number	1	Sustainable Service Delivery			0	0	0	N/A

Technical Services	To create an efficient, effective, economic and accountable administration	Evaluate the performance of all staff with performance contracts on an annual basis according to the agreed upon performance contracts before 30 June 2023	% of performance evaluations of all staff with performance contracts according to the agreed upon performance contracts before 30 June 2023	Minutes of evaluation session of each staff member with a performance contract	Last Value	Percentage	100%	Sustainable Service Delivery			0%	0%	0%	N/A
Technical Services	To create an efficient, effective, economic and accountable administration	Ensure that selection and recruitment interviews are completed for all vacancies within 3 months from date of approval of requisition and report to Technical Services Portfolio Committee	Number of reports submitted to the Technical Services Portfolio Committee	Minutes of Technical Services Portfolio Committee	Accumulative	Number	4	Sustainable Service Delivery			2	2	2	G
Technical Services	To provide a transparent, ethical and corruption free municipality	Develop a culture of zero tolerance to corruption and dishonesty by the efficient completion of disciplinary steps in terms of the Anti-Fraud and Corruption Policy	% of transgressions initiated in terms of the Anti-Fraud and Corruption Policy	Quarterly reports to Portfolio Committee or EMC when applicable	Stand-Alone	Percentage	100%	Strengthen Financial Sustainability and further enhance Good Governance			100%	100%	100%	G
Technical Services	To provide a transparent, ethical and corruption free municipality	Ensure the development of staff in terms of training and development, succession planning and career path development and submit reports to the Technical Portfolio Committee	Number of reports submitted to the Technical Portfolio Committee on the development of staff in terms of training and development, succession planning and career path development.	Minutes of Technical Portfolio Committee	Stand-Alone	Number	1	Strengthen Financial Sustainability and further enhance Good Governance			1	1	1	G
Technical Services	To provide a transparent, ethical and corruption free municipality	Ensure that service delivery standards in terms of the Client Service Charter are adhere to and reports submitted to the Technical Portfolio Committee	Number of reports submitted to the Technical Portfolio Committee on the service delivery standards in terms of the Client Service Charter	Minutes of Technical Portfolio Committee	Accumulative	Number	12	Strengthen Financial Sustainability and further enhance Good Governance			6	6	6	G

Summary of Results: Technical Services

N/A	KPI Not Yet Applicable		7
R	KPI Not Met		0
O	KPI Almost Met		0
G	KPI Met		8
G2	KPI Well Met		3
B	KPI Extremely Well Met		0
Total KPIs:			18

Overall Summary of Results

N/A	KPI Not Yet Applicable		34
R	KPI Not Met		3
O	KPI Almost Met		0
G	KPI Met		35
G2	KPI Well Met		7
B	KPI Extremely Well Met		2
Total KPIs:			81