

# **WEST COAST DISTRICT MUNICIPALITY**



## **MID-YEAR BUDGET PERFORMANCE ASSESSMENT REPORT**

**2020/2021**

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

## 1. SERVICE DELIVERY PERFORMANCE PLANNING

### 1.1 LEGISLATIVE OVERVIEW

In terms of Section 72(1)(a) and 52(d) of the Local Government Municipal Finance Management Act No. 56 of 2003 (MFMA) the Accounting Officer must by 25 January of each year assess the performance of the municipality during the first half of the financial year. A report on such assessment must in terms of Section 72(1)(b) of the MFMA be submitted to the Mayor, Provincial Treasury and National Treasury. Once the Mayor has considered the report, it must be submitted to Council by 31 January in terms of Section 54 of the MFMA.

The Mayor approved the Top Layer SDBIP for 2020/21 in terms of Section 53(1)(c)(ii) of the Municipal Finance Management Act (MFMA), MFMA Circular No. 13 and the Budgeting and Reporting Regulation on 29 June 2020 which include the municipality's key performance indicators for 2020/21.

### 1.2 CREATING A CULTURE OF PERFORMANCE

#### a) Performance Framework

Regulation 7(1) of the Local Government: Municipal Planning and Performance Management Regulations, 2001 states that "A Municipality's Performance Management System entails a framework that describes and represents how the municipality's cycle and processes of performance planning, monitoring, measurement, review, reporting and improvement will be conducted, organized and managed, including determining the roles of the different role players." This framework, inter alia, reflects the linkage between the IDP, Budget, SDBIP and individual and service provider performance. The municipality adopted a performance management policy that was approved by Council on 26 August 2009.

#### b) Monitoring Performance

The municipality utilizes an electronic web-based system on which KPI owners update actual performance on a monthly basis. KPI owners report on the results of the KPI by documenting the following information on the performance system:

- 🌀 The actual result in terms of the target set.
- 🌀 The output/outcome of achieving the KPI.
- 🌀 The calculation of the actual performance reported. (If %)
- 🌀 A performance comment.
- 🌀 Actions to improve the performance against the target set, if the target was not achieved.
- 🌀 It is the responsibility of every KPI owner to maintain a portfolio of evidence to support actual performance results updated.

Performance results are monitored and reviewed in terms of:

- 🌀 Monthly reports tabled before the Portfolio Committees of the Mayor; and
- 🌀 Quarterly reports tabled before the Executive Mayoral Committee and Council.

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

## 1.3 LINK TO THE IDP AND THE BUDGET

The municipality identified the following strategic objectives based on the inputs from the community in the 5-year Integrated Development Plan (IDP):

- 🌀 Ensuring environmental integrity for the West Coast
- 🌀 Ensuring good governance and financial viability
- 🌀 Promoting bulk infrastructure development services
- 🌀 Promoting social well-being of the community
- 🌀 To pursue economic growth and facilitation of job opportunities

### a) Performance indicators set in the approved Top Layer SDBIP for 2020/21 per strategic objective

#### i) Ensuring environmental integrity for the West Coast (SO1)

KPI	Unit of Measurement	2019/20 audited performance	Annual Target	Sep-20	Dec-20	Mar-21	Jun-21
				Target	Target	Target	Target
Take quarterly samples of bacterial levels of potable water in towns, farms and communities within in the district during the 2020/21 financial year	Number of samples taken and monitored	1002	900	225	225	225	225
Take quarterly samples in terms of Foodstuffs, Cosmetics and Disinfectants Act during the 2020/21 financial year	Number of samples taken and monitored	926	900	225	225	225	225
Take quarterly samples regarding bacterial levels in final sewerage	Number of samples taken and monitored	262	250	75	50	50	75

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

KPI	Unit of Measurement	2019/20 audited performance	Annual Target	Sep-20	Dec-20	Mar-21	Jun-21
				Target	Target	Target	Target
effluent during the 2020/21 financial year							

## ii) Ensuring good governance and financial viability (SO2)

KPI	Unit of Measurement	2019/20 audited performance	Annual Target	Sep-20	Dec-20	Mar-21	Jun-21
				Target	Target	Target	Target
Financial viability measured in terms of the municipality's ability to meet its service debt obligations as at 30 June 2021 ((Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant)	% of debt coverage	5%	45%	0%	0%	0%	45%
Financial viability measured in terms of the outstanding service debtors as at 30 June 2021 ((Total outstanding service debtors/ revenue	% of outstanding service debtors	4.53%	3.80%	0%	0%	0%	3.80%

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

KPI	Unit of Measurement	2019/20 audited performance	Annual Target	Sep-20	Dec-20	Mar-21	Jun-21
				Target	Target	Target	Target
received for services)X100)							
Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2021 ((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)).	Number of months it takes to cover fix operating expenditure with available cash	11.31%	8.7%	0%	0%	0%	8.7%
Percentage of people from employment equity target groups to be appointed by 30 June 2021 in the three highest levels of management in compliance with the municipality's approved	Percentage of people appointed in the three highest levels of management	42%	60%	0%	0%	0%	60%

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

KPI	Unit of Measurement	2019/20 audited performance	Annual Target	Sep-20	Dec-20	Mar-21	Jun-21
				Target	Target	Target	Target
Employment Equity Plan							
The percentage of the municipality's personnel budget actually spent on implementing its workplace skills plan by 30 June 2021 ((Actual amount spent on training/total personnel budget)x100)	% of the municipality's personnel budget actually spent on implementing its workplace skills plan	1.48%	1%	0%	0%	0%	1%
Review the risk management policy strategy with the implementation plan and submit to the risk committee by 31 May 2021	Reviewed risk management policy strategy with implementation plan submitted to risk committee	1	1	0	0	0	1
Limit the vacancy rate to less than 8% of budgeted posts by 30 June 2021 ((Number of budgeted posts filled/Number of budgeted posts on the organogram)x100)	% Vacancy rate	10.24%	10%	0%	0%	0%	8%

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

KPI	Unit of Measurement	2019/20 audited performance	Annual Target	Sep-20	Dec-20	Mar-21	Jun-21
				Target	Target	Target	Target
Compile the risk based audit plan for 2021/22 and submit to the Audit Committee for consideration by 30 June 2021	RBAP submitted to Audit Committee	1	1	0	0	0	1
Submit progress reports on the implementation of the RBAP for 2020/21 to the Audit Committee during the 2020/21 financial year	Number of progress reports submitted	5	5	0	2	1	2
Co-ordinate the functioning of the audit committee during the 2020/21 financial year	Number of meetings coordinated	7	4	1	1	1	1
Perform quarterly risk assessments per the Risk Implementation Plan and submit report with amendments to the risk committee during the 2020/21 financial year	Number of risk assessments performed and report submitted to the risk committee	4	4	1	1	1	1
Initiate the meeting of the district coordinating forum (Technical) during the	Number of meetings initiated	3	4	1	1	1	1

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

KPI	Unit of Measurement	2019/20 audited performance	Annual Target	Sep-20	Dec-20	Mar-21	Jun-21
				Target	Target	Target	Target
2020/21 financial year							
Review the District Economic Development Strategy and submit to Council by 31 March 2021	District Economic Development Strategy reviewed and submitted to Council by 31 March 2021	0	1	0	0	1	0
Review and update the organisational structure and submit to Management by 30 November 2020 and Council by 31 March 2021	Reviewed organisational structure submitted to management by 30 November 2020 and to Council by 31 March 2021	1	2	0	1	1	0

### iii) Promoting bulk infrastructure development services (SO3)

KPI	Unit of Measurement	2019/20 audited performance	Annual Target	Sep-20	Dec-20	Mar-21	Jun-21
				Target	Target	Target	Target
The percentage of the departmental capital budget actually spent on capital projects by 30 June 2021 {(Actual (including commitments) amount spent on projects / Total amount budgeted for capital projects)X100}	% of capital budget spent	82.24%	95%	14%	40%	70%	95%



# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

KPI	Unit of Measurement	2019/20 audited performance	Annual Target	Sep-20	Dec-20	Mar-21	Jun-21
				Target	Target	Target	Target
The percentage of the municipal capital budget actually spent on capital projects by 30 June 2021 {(Actual (including commitments) amount spent on projects /Total amount budgeted for capital projects)X100}	% of capital budget spent	89.01%	95%	14%	40%	70%	95%
The percentage of the departmental capital budget actually spent on capital projects by 30 June 2021 {(Actual (including commitments) amount spent on projects /Total amount budgeted for capital projects)X100}	% of capital budget spent	38.13%	95%	14%	40%	70%	95%
The percentage of the departmental capital budget actually spent on capital projects by 30 June 2021 {(Actual (including commitments) amount spent on projects /Total amount budgeted for capital projects)X100}	% of capital budget spent	86.25%	95%	14%	40%	70%	95%

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

KPI	Unit of Measurement	2019/20 audited performance	Annual Target	Sep-20	Dec-20	Mar-21	Jun-21
				Target	Target	Target	Target
Grade 16 000 kilometers of road by 30 June 2021	Number of kilometers graded	14879.28	16 000	4 000	5 000	3 000	4 000
Re-gravel 50.00 kilometers of roads by 30 June 2021	Number of kilometers of road re-gravelled	85.31	50.00	0	0	0	50.00
Upgrade 6 kilometers of roads from gravel to bitumen surface by 30 June 2021	Number of kilometers of road upgraded from gravel to bitumen	4.66	6	0	0	0	6
Reseal 158 311 square metres of surfaced roads by 30 June 2021	Number of kilometers of road resealed	12.74	13.00	58680	0	99631	0
Comply 95% with water quality parameters as per SANS 241 physical and micro parameters for West Coast Bulk Water Supply during the 2020/21 financial year	% compliance with the water quality parameters	99.73%	95%	95%	95%	95%	95%

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

KPI	Unit of Measurement	2019/20 audited performance	Annual Target	Sep-20	Dec-20	Mar-21	Jun-21
				Target	Target	Target	Target
Limit average % water loss for last 12 months to less than 5% {(Number of Kiloliters Water Purified - Number of Kiloliters Water Sold) / Number of Kiloliters Water Purified _ 100}	% average water loss for last 12 months {(Number of Kiloliters Water Purified - Number of Kiloliters Water Sold) / Number of Kiloliters Water Purified _ 100}	2.11%	5%	5%	5%	5%	5%
95% of the provincial roads conditional grant budget allocation spent by 30 June {(Total expenditure divided by the total approved budget) x 100}	% of the budget spent	97.33%	95%	25%	55%	75%	95%

## iv) Promoting social well-being of the community (SO4)

KPI	Unit of Measurement	2019/20 audited performance	Annual Target	Sep-20	Dec-20	Mar-21	Jun-21
				Target	Target	Target	Target
Draft the annual consolidated operational plan for social development interventions in the district for 2021/22 and submit to MAYCO by 31 March 2021	Consolidated operational plan for social development interventions in the district drafted and submitted to MAYCO	1	1	0	0	1	0

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

v) *To pursue economic growth and facilitation of job opportunities (SO5)*

KPI	Unit of Measurement	2019/20 audited performance	Annual Target	Sep-20	Dec-20	Mar-21	Jun-21
				Target	Target	Target	Target
Create full time equivalent (FTE's) through expenditure with the EPWP job creation by 30 June 2021	Number of full time equivalent (FTE's) created by 30 June 2021	71.34	45	0	0	0	45
Host 10 sessions to promote skills development and support the Tourism SMME business sector by 30 June 2021	Number of sessions hosted	14	10	3	2	2	3
Carry out 18 tourism promotional activities by 30 June 2021	Number of activities carried out	18	18	4	4	4	6
Assist 12 Tourism BEE entrepreneurs with starting and growing businesses e.g. research, business plans and skills development by 30 June 2021	Number of Tourism BEE entrepreneurs assisted	17	12	3	3	3	3
Create temporary job opportunities with man days paid through projects by 30 June	Number of man days paid	4923	3000	0	0	0	3000

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

## b) Budget spending per IDP strategic objective

The table below provide an analysis of the budget allocation per strategic objective for 2020/21:

Strategic objective	Capital Budget R	Operational Budget (Opex) R
Ensuring environmental integrity for the West Coast (SO1)	980 000	28 669 586
Ensuring good governance and financial viability (SO2)	3 597 241	66 728 146
Promoting bulk infrastructure development services (SO3)	4 470 000	294 791 815
Promoting social well-being of the community (SO4)	2 620 214	57 515 165
To pursue economic growth and facilitation of job opportunities (SO5)	1 798 783	10 057 903
<b>Total</b>	<b>13 466 238</b>	<b>457 762 615</b>

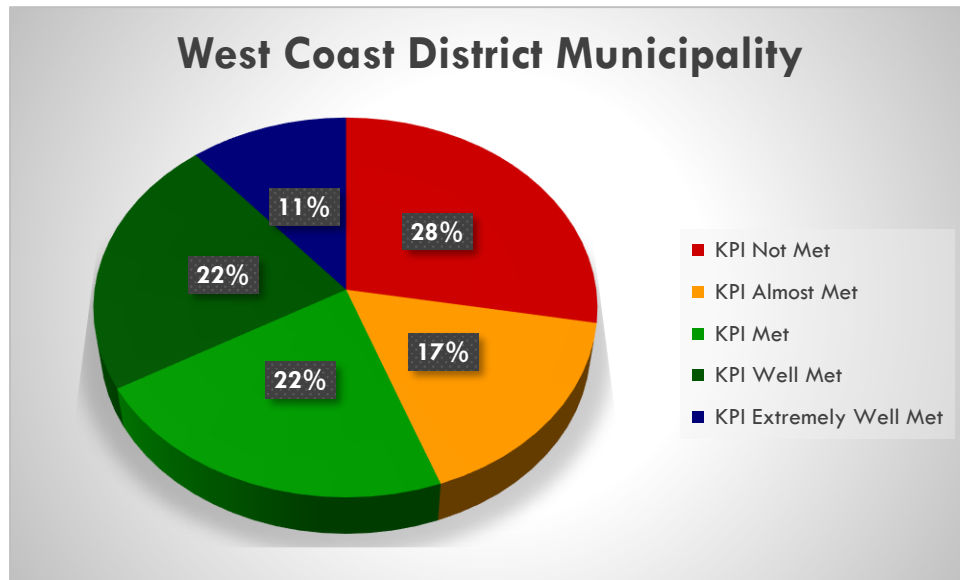
The table below provides an analysis of the actual spending per strategic objective for the mid-year ending 31 December 2020

Strategic objective	Actual Capital Expenditure as at 31 December 2019 R	Actual Operating Expenditure as at 31 December 2019 R
Ensuring environmental integrity for the West Coast (SO1)	68 624	13 290 289
Ensuring good governance and financial viability (SO2)	947 728	26 559 988
Promoting bulk infrastructure development services (SO3)	410 364	117 164 904
Promoting social well-being of the community (SO4)	1 125 896	22 369 653
To pursue economic growth and facilitation of job opportunities (SO5)	227 140	3 930 364
<b>Total</b>	<b>2 779 751</b>	<b>183 315 198</b>

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

## 2. MID-YEAR PERFORMANCE AGAINST THE PERFORMANCE INDICATORS SET IN THE APPROVED TOP LAYER SDBIP FOR 2020/21

### 2.1 OVERALL ACTUAL PERFORMANCE OF INDICATORS FOR THE MID-YEAR ENDING 31 DECEMBER 2020



KPI Not Met	5	28%
KPI Almost Met	3	17%
KPI Met	4	22%
KPI Well Met	4	22%
KPI Extremely Well Met	2	11%
<b>Total:</b>	<b>18</b>	<b>100%</b>

	Strategic Objective			
	<i>Ensuring Environmental Integrity for the West Coast (SO1)</i>	<i>Ensuring Good Governance and Financial Viability (SO2)</i>	<i>Promoting bulk infrastructure development services (SO3)</i>	<i>To pursue Economic Growth and facilitation of job opportunities (SO5)</i>
■ KPI Not Met	0	1	3	1
■ KPI Almost Met	1	0	2	0
■ KPI Met	0	4	0	0
■ KPI Well Met	2	0	2	0
■ KPI Extremely Well Met	0	0	0	2
<b>Total:</b>	<b>3</b>	<b>5</b>	<b>7</b>	<b>3</b>

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Category	Colour	Explanation
KPI's Not Met	R	0% >= Actual/Target < 75%
KPI's Almost Met	O	75% >= Actual/Target < 100%
KPI's Met	G	Actual/Target = 100%
KPI's Well Met	G2	100% > Actual/Target < 150%
KPI's Extremely Well Met	B	Actual/Target >= 150%

## 2.2 ACTUAL PERFORMANCE PER STRATEGIC OBJECTIVE OF INDICATORS FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Detailed below is the unaudited Top Layer SDBIP for the first half of the financial year ending 31 December 2020 which measures the municipality's overall performance per strategic objective.

The municipality met **55.55%** (10 of 18) of the applicable 18 KPI's for the period as at **31 December 2020**. The remainder of the KPI's (15

) on the Top Layer SDBIP out of the total number of 34 KPI's do not have targets for this period and will be reported on in future quarters when they are due. **44.44%** (8 of 18) of the kpi targets were not achieved as at 31 December 2020 of which the details are included in the tables below. Please also further note that KPIs: "Grade 16 000 kilometers of road by 30 June 2021 "was not measured and its information was not available at the time of the report.

a) Ensuring environmental integrity for the West Coast (S01)

Directorate	Strategic Objective	KPI	Unit of Measurement	Annual Target	Q1		Q2		Overall performance for the mid-year ending 31 December 2020	
					Target	Actual	Target	Actual	Target	Actual
Administration & Community Services	Ensuring Environmental Integrity for the West Coast	Take quarterly samples of bacterial levels of potable water in towns, farms and communities within in the district during the 2020/21 financial year	Number of samples taken and monitored	900	225	324	225	225	450	549
Administration & Community Services	Ensuring Environmental Integrity for the West Coast	Take quarterly samples in terms of Foodstuffs, Cosmetics and Disinfectants	Number of samples taken and monitored	900	225	225	225	185	450	410



# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

		Act during the 2020/21 financial year								
Corrective measure	There were 40 food samples short due to the holiday and the lab being closed over the festive season.									
Administration & Community Services	Ensuring Environmental Integrity for the West Coast	Take quarterly samples regarding bacterial levels in final sewerage effluent during the 2020/21 financial year	Number of samples taken and monitored	250	75	68	50	77	125	145

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

## b) Ensuring good governance and financial viability (SO2)

Directorate	Strategic Objective	KPI	Unit of Measurement	Annual Target	Q1		Q2		Overall performance for the mid-year ending 31 December 2020	
					Target	Actual	Target	Actual	Target	Actual
Office of the Municipal Manager	Ensuring Good Governance and Financial Viability	Submit progress reports on the implementation of the RBAP for 2020/21 to the Audit Committee during the 2020/21 financial year	Number of progress reports submitted	5	0	N/A	2	2	2	2
Office of the Municipal Manager	Ensuring Good Governance and Financial Viability	Co-ordinate the functioning of the audit committee during the	Number of meetings coordinated	4	1	1	1	1	2	2

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Directorate	Strategic Objective	KPI	Unit of Measurement	Annual Target	Q1		Q2		Overall performance for the mid-year ending 31 December 2020	
					Target	Actual	Target	Actual	Target	Actual
		2020/21 financial year								
Office of the Municipal Manager	Ensuring Good Governance and Financial Viability	Perform quarterly risk assessments per the Risk Implementation Plan and submit report with amendments to the risk committee during the 2020/21 financial year	Number of risk assessments performed and report submitted to the risk committee	4	1	1	1	1	2	2

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Directorate	Strategic Objective	KPI	Unit of Measurement	Annual Target	Q1		Q2		Overall performance for the mid-year ending 31 December 2020	
					Target	Actual	Target	Actual	Target	Actual
Office of the Municipal Manager	Ensuring Good Governance and Financial Viability	Initiate the meeting of the district coordinating forum (Technical) during the 2020/21 financial year	Number of meetings initiated	4	1	1	1	1	2	2
Office of the Municipal Manager	Ensuring Good Governance and Financial Viability	Review and update the organisational structure and submit to Management by 30 November 2020 and	Reviewed organisational structure submitted to management by 30 November 2020 and to	2	0	N/A	1	0	1	0

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Directorate	Strategic Objective	KPI	Unit of Measurement	Annual Target	Q1		Q2		Overall performance for the mid-year ending 31 December 2020	
					Target	Actual	Target	Actual	Target	Actual
		Council by 31 March 2021	Council by 31 March 2021							
Corrective measure	In process. Went for consultation at the LLF.									

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

## c) Promoting bulk infrastructure development services (S03)

Directorate	Strategic Objective	KPI	Unit of Measurement	Annual Target	Q1		Q2		Overall performance for the mid-year ending 31 December 2020	
					Target	Actual	Target	Actual	Target	Actual
Administration & Community Services	Promoting bulk infrastructure development services	The percentage of the departmental capital budget actually spent on capital projects by 30 June 2021 {(Actual (including commitments) amount spent on projects /Total amount budgeted for capital projects)X100}	% of capital budget spent	95%	14%	12.01%	70%	34.90%	70%	34.90%

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Directorate	Strategic Objective	KPI	Unit of Measurement	Annual Target	Q1		Q2		Overall performance for the mid-year ending 31 December 2020	
					Target	Actual	Target	Actual	Target	Actual
Corrective measure:	<p>No corrective actions needed. Reasons:</p> <p><b>Purchase of 2 x LDV for Fire Services ( BUDGET R1 500 000)</b></p> <p>The 2 LDV was purchased for an amount of R1 160 000.00 - saving of R340 000 which contribute to the low % spending</p> <ol style="list-style-type: none"> <li><b>CAFS Unit for Fire Truck ( R600 000 was budget )</b> Since the preparation of the budget up to and including the award of the tender ( Oct 2020) , taking into account the weakening of the Rand against the increased currency, the price awarded has been more than what was budgeted for. The order no. could not have been issued unless the approval was granted for the extra funds of R 162450.00</li> <li><b>Environmental Health - Offices Building (budget amount R 930 000.00)</b> The tender documents were submitted by 24 July 2020. Due to the lockdown pro cess.The various SCM processes could not be completed and the tender was approved on 8 December 2020.</li> <li>The grant amount of R 1 387 430 could not effectively have been spent due to the grant roll-over application process although the supply chain management processes have been finalised. Spending commenced during November 2020 after receipt of the outcome of the roll-over application process approval letter received on 11 November 2020. An amount of R 519 020 was spent already with 3 budgeted line items been work in progress and 2 (radio equipment and repeaters) still to be issued an order for delivery as part of a finalised supply chain management process.</li> </ol>									

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Directorate	Strategic Objective	KPI	Unit of Measurement	Annual Target	Q1		Q2		Overall performance for the mid-year ending 31 December 2020	
					Target	Actual	Target	Actual	Target	Actual
Financial Services	Promoting bulk infrastructure development services	The percentage of the municipal capital budget actually spent on capital projects by 30 June 2021 {(Actual (including commitments) amount spent on projects /Total amount budgeted for capital projects)X100}	% of capital budget spent	95%	14%	8.95%	70%	38.38%	70%	38.44%



# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Directorate	Strategic Objective	KPI	Unit of Measurement	Annual Target	Q1		Q2		Overall performance for the mid-year ending 31 December 2020	
					Target	Actual	Target	Actual	Target	Actual
Corrective measure	As a corrective measure, in the process of doing a recording on which capital projects will not take place as a result of COVID-19, in order for Council to make a decision on this.									
Office of the Municipal Manager	Promoting bulk infrastructure development services	The percentage of the departmental capital budget actually spent on capital projects by 30 June 2021 {(Actual (including commitments) amount spent on projects /Total amount budgeted for	% of capital budget spent	95%	14%	2.69%	70%	36.39%	70%	36.39%

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Directorate	Strategic Objective	KPI	Unit of Measurement	Annual Target	Q1		Q2		Overall performance for the mid-year ending 31 December 2020	
					Target	Actual	Target	Actual	Target	Actual
		capital projects)X100}								
Corrective measure	<p>An amount of R 1 486 930 was budgeted for, of which 94% is the grant funding received towards the Whole of Society Approach (WOSA) Safety Initiative. The non-spending of the 70% for the period can be summarised as follow:</p> <ol style="list-style-type: none"> <li>1. Actual funds spend amounts to R 7 052 from a total budgeted amount of R 65 500. This resulting in a corresponding saving of R 58 448 which will potentially be used other prioritised capital expenditure.</li> <li>2. For the period under review a shadow amount of R 15 160 is recorded from a total budgeted amount R 34 000 which is to be delivered in the second semester. This will result in a corresponding saving of R 18 840 which will potentially be used other prioritised capital expenditure.</li> <li>3. The grant amount of R 1 387 430 could not effectively been spent due to the grant roll-over application process although the supply chain management processes have been finalised. Spending commenced during November 2020 after receipt of the outcome of the roll-over application process approval letter received on 11 November 2020. An amount of R 519 020 was spent already with 3 budgeted line items been work in progress and 2 (radio equipment and repeaters) still to be issued an order for delivery as part of a finalised supply chain management process.</li> </ol>									

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Directorate	Strategic Objective	KPI	Unit of Measurement	Annual Target	Q1		Q2		Overall performance for the mid-year ending 31 December 2020	
					Target	Actual	Target	Actual	Target	Actual
Technical Services	Promoting bulk infrastructure development services	The percentage of the departmental capital budget actually spent on capital projects by 30 June 2021 {(Actual (including commitments) amount spent on projects /Total amount budgeted for capital projects)X100}	% of capital budget spent	95%	14%	8.79%	70%	58.43%	70%	58.43%

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Directorate	Strategic Objective	KPI	Unit of Measurement	Annual Target	Q1		Q2		Overall performance for the mid-year ending 31 December 2020	
					Target	Actual	Target	Actual	Target	Actual
Corrective measure	Re-gravel-overspent; Upgrading of roads-Project (DR 2160) was planned for November 2020 could not commence due to "Permit to commence work"; Reseal access to projects was delayed. Also due to COVID-19 and SCM not working in full capacity.									
Technical Services	Promoting bulk infrastructure development services	Comply 95% with water quality parameters as per SANS 241 physical and micro parameters for West Coast Bulk Water Supply during the 2020/21 financial year	% compliance with the water quality parameters	95%	95%	98.73%	95%	98%	90%	98%

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Directorate	Strategic Objective	KPI	Unit of Measurement	Annual Target	Q1		Q2		Overall performance for the mid-year ending 31 December 2020	
					Target	Actual	Target	Actual	Target	Actual
Technical Services	Promoting bulk infrastructure development services	Limit average % water loss for last 12 months to less than 5% {(Number of Kiloliters Water Purified - Number of Kiloliters Water Sold) / Number of Kiloliters Water Purified _ 100}	% average water loss for last 12 months {(Number of Kiloliters Water Purified - Number of Kiloliters Water Sold) / Number of Kiloliters Water Purified _ 100}	5%	5%	2.77%	5%	3.92%	5%	3.92%

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Directorate	Strategic Objective	KPI	Unit of Measurement	Annual Target	Q1		Q2		Overall performance for the mid-year ending 31 December 2020	
					Target	Actual	Target	Actual	Target	Actual
Technical Services	Promoting bulk infrastructure development services	95% of the provincial roads conditional grant budget allocation spent by 30 June {(Total expenditure divided by the total approved budget) x 100}	% of the budget spent	95%	25%	17.89%	55%	42.46%%	55%	42.46%
Corrective measure	Delays in capital projects, outstanding accounts and impact of pandemic on purchases and deliveries									

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

## d) To pursue economic growth and facilitation of job opportunities (SO5)

Directorate	Strategic Objective	KPI	Unit of Measurement	Annual Target	Q1		Q2		Overall performance for the mid-year ending 31 December 2020	
					Target	Actual	Target	Actual	Target	Actual
Office of the Municipal Manager	To pursue Economic Growth and facilitation of job opportunities	Host 10 sessions to promote skills development and support the Tourism SMME business sector by 30 June 2021	Number of sessions hosted	10	3	1	3	2	6	3
Corrective measure:		Due to COVID-19 lockdown restriction on engagements and the festive season. The division was unable to perform any workshops to ensure the safety of attendees as well as employees.								
Office of the Municipal Manager	To pursue Economic Growth and facilitation of job opportunities	Carry out 18 tourism promotional activities by 30 June 2021	Number of activities carried out	18	4	11	4	4	8	15

# PERFORMANCE REPORT FOR THE MID-YEAR ENDING 31 DECEMBER 2020

Directorate	Strategic Objective	KPI	Unit of Measurement	Annual Target	Q1		Q2		Overall performance for the mid-year ending 31 December 2020	
					Target	Actual	Target	Actual	Target	Actual
Office of the Municipal Manager	To pursue Economic Growth and facilitation of job opportunities	Assist 12 Tourism BEE entrepreneurs with starting and growing businesses e.g. research, business plans and skills development by 30 June 2021	Number of Tourism BEE entrepreneurs assisted	8	3	3	3	8	6	11



## ACTUAL PERFORMANCE PER STRATEGIC OBJECTIVE OF INDICATORS FOR THE MID-YEAR ENDING 31 DECEMBER 2020

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In terms of section 27(2)(b), when submitting an adjustments budget to the National Treasury and the relevant provincial treasury in terms of section 28(7) of the MFMA read together with section 24(3) of the MFMA, the municipal manager must also submit the amended service delivery and budget implementation plan, within ten working days after the council has approved the amended plan in terms of section 54(1)(c) of the MFMA.

The Top Layer SDBIP will be revised if needed and submitted with the Adjustments Budget to Council with the necessary motivation where key performance indicator targets require amendment as a result of the Adjustments Budget and/or corrections as a result of the audit outcomes of 2019/20.

## ANNUAL REPORT 2019/20

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The draft Annual Report of the 2019/20 financial year was tabled on 9 December 2020.

As prescribed in Section 72(1)(a)(iii) of the MFMA the Accounting Officer must assess the performance of the municipality in the first 6 months taking into account the past year's Annual Report and progress on resolving the problems identified in the Annual Report. Council has appointed a Municipal Public Accounts Committee (MPAC) on 27 March 2015, who will compile an oversight report. This report will include a summary of comments and conclusions on the Annual Report of the municipality and will include one or more of the following:

- 🌀 Misstatements in the Financial Statements;
- 🌀 Material under spending of the budget;
- 🌀 Planned key performance indicators not achieved;
- 🌀 Non-compliance with laws and regulations;
- 🌀 Assessment by Internal Audit on predetermined objectives (PMS);
- 🌀 Financial management; and
- 🌀 Governance.

The MPAC meeting was held on 18 January 2020.

The Annual Report has been audited by the Auditor-General and the final draft has also been sent to them for verification. Thus the final report will be scrutinized for accuracy, reliability and correctness by the management team and the Auditor-General.