

Umsobomvu Municipality
Quarter 1 Top Layer SDBIP 2023/24 (July 2023 till September 2023)

Municipal Manager

Ref	Strategic Objective	KPI Name	Description of Unit of Measurement	Ward	Responsible Owner	Original Annual Target	Quarter ending September 2023						Overall Performance for Quarter ending September 2023 to Quarter ending		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R	
TL1	Enhance Good Governance processes and accountability	Compile and submit the Risk Based Audit Plan (RBAP) for 2024/25 to the Audit committee by 30 June 2024	Risk Based Audit Plan (RBAP) submitted to the Audit committee by 30 June 2024	Whole Municipal Area: All	Municipal Manager	1	0	0	N/A			0	0	N/A	
TL2	Enhance Good Governance processes and accountability	90% of the Risk based audit plan for 2023/24 implemented by 30 June 2024 [(Number of audits and tasks completed for the period/ Number of audits and tasks identified in the RBAP)x100]	% of the Risk Based Audit Plan for 2023/24 implemented by 30 June 2024	Whole Municipal Area: All	Municipal Manager	90.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A	
TL3	Enhance Good Governance processes and accountability	Complete the annual risk assessment and submit to the Audit Committee by 30 June 2024	Risk assessment completed and submit to the Audit Committee by 30 June 2024	Whole Municipal Area: All	Municipal Manager	1	0	0	N/A			0	0	N/A	
TL4	Provide quality and sustainable municipal infrastructure within available resources	100% spent of all conditional grants by 30 June 2024 [(Actual expenditure on conditional grants received/by the total amount of conditional grants received) x 100]	% of conditional grant spent by 30 June 2024	Whole Municipal Area: All	Municipal Manager	100.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A	

Financial Services

Ref	Strategic Objective	KPI Name	Description of Unit of Measurement	Region	Responsible Owner	Original Annual Target	Quarter ending September 2023						Overall Performance for Quarter ending September 2023 to Quarter ending		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R	
TL16	Enhance municipal financial viability	Submit the draft main budget for 2024/25 to Council for consideration by 31 March 2024	Draft Main budget submitted to Council by 31 March 2024	Whole Municipal Area: All	Senior Manager: Financial Services	1	0	0	N/A			0	0	N/A	
TL17	Enhance municipal financial viability	Submit the Adjustments budget for 2023/24 to Council for consideration by 28 February 2024	Submit the Adjustments budget to Council for consideration by 28 February 2024	Whole Municipal Area: All	Senior Manager: Financial Services	1	0	0	N/A			0	0	N/A	
TL18	Enhance municipal financial viability	Financial viability measured in terms of the Municipality's ability to meet its service debt obligations as at 30 June 2024 (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant)	% of debt coverage at 30 June 2024	Whole Municipal Area: All	Senior Manager: Financial Services	20.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A	
TL19	Enhance municipal financial viability	Financial viability measured in terms of the outstanding service debtors as at 30 June 2024 ((Total outstanding service debtors/ revenue received for services)X100)	% of outstanding service debtors at 30 June 2024	Whole Municipal Area: All	Senior Manager: Financial Services	90.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A	
TL20	Enhance municipal financial viability	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2024 ((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 at 30 June 2024	Whole Municipal Area: All	Senior Manager: Financial Services	1	0	0	N/A			0	0	N/A	
TL21	Enhance municipal financial viability	Submit the annual financial statements for 2022/23 to AGSA by 31 August 2023	Annual financial statements submitted by 31 August 2023	Whole Municipal Area: All	Senior Manager: Financial Services	1	1	1	G	[D49] Senior Manager: Financial Services: AFS & Draft APR submitted to AG (August 2023)	[D49] Senior Manager: Financial Services: N/A (August 2023)	1	1	G	
TL22	Enhance municipal financial viability	Compile Plan to address audit findings in report of the AG for 2022/23 and submit to MM by 31 January 2024	Plan completed and submitted to MM by 31 January 2024	Whole Municipal Area: All	Senior Manager: Financial Services	1	0	0	N/A			0	0	N/A	

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							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R	
TL23	Enhance municipal financial viability	Achieve a debtor payment percentage of 65% by 30 June 2024 {(Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off)/Billed Revenue x 100}	% debtor payment achieved at 30 June 2024	Whole Municipal Area: All	Senior Manager: Financial Services	65.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A	
TL24	Provide quality and sustainable municipal infrastructure within available resources	Number of formal properties that receive piped water (credit) that is connected to the municipal water infrastructure network and billed for the service as at 30 June 2024	Number of properties which are billed for water as at 30 June 2024	Whole Municipal Area: All	Senior Manager: Financial Services	6 651	0	0	N/A			0	0	N/A	
TL25	Provide quality and sustainable municipal infrastructure within available resources	Number of formal properties connected to the municipal electrical infrastructure network (credit and prepaid electrical metering)(Excluding Eskom areas) and billed for the service as at 30 June 2024	Number of properties which are billed for electricity or have pre paid meters (Excluding Eskom areas) as at 30 June 2024	Whole Municipal Area: All	Senior Manager: Financial Services	2 500	0	0	N/A			0	0	N/A	
TL26	Provide quality and sustainable municipal infrastructure within available resources	Number of formal properties connected to the municipal waste water sanitation/ sewerage network for sewerage service, irrespective of the number of water closets (toilets) and billed for the service as at 30 June 2024	Number of properties which are billed for sewerage as at 30 June 2024	Whole Municipal Area: All	Senior Manager: Financial Services	6 000	0	0	N/A			0	0	N/A	
TL27	Provide quality and sustainable municipal infrastructure within available resources	Number of formal properties for which refuse is removed once per week and billed for the service as at 30 June 2024	Number of properties which are billed for refuse removal as at 30 June 2024	Whole Municipal Area: All	Senior Manager: Financial Services	6 592	0	0	N/A			0	0	N/A	
TL28	Provide appropriate services to all households	Provide free basic water to indigent households as at 30 June 2024	Number of households receiving free basic water as at 30 June 2024	Whole Municipal Area: All	Senior Manager: Financial Services	1 600	0	0	N/A			0	0	N/A	
TL29	Provide appropriate services to all households	Provide free basic electricity to indigent households as at 30 June 2024	Number of households receiving free basic electricity as at 30 June 2024	Whole Municipal Area: All	Senior Manager: Financial Services	1 600	0	0	N/A			0	0	N/A	
TL30	Provide appropriate services to all households	Provide free basic sanitation to indigent households as at 30 June 2024	Number of households receiving free basic sanitation services as at 30 June 2024	Whole Municipal Area: All	Senior Manager: Financial Services	1 600	0	0	N/A			0	0	N/A	
TL31	Provide appropriate services to all households	Provide free basic refuse removal to indigent households as at 30 June 2024	Number of households receiving free basic refuse removal services at 30 June 2024	Whole Municipal Area: All	Senior Manager: Financial Services	1 600	0	0	N/A			0	0	N/A	
TL32	Provide quality and sustainable municipal infrastructure within available resources	The percentage of the municipal capital budget actually spent on capital projects by 30 June 2024 [(Amount actually spent on capital projects/ Amount budgeted for capital projects)x100]	% of capital budget spent on capital projects by 30 June 2024	Whole Municipal Area: All	Senior Manager: Financial Services	75.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A	
TL33	Enhance municipal financial viability	Conduct a study to determine the causes of the high percentage of water and electricity losses and submit a report with proposed corrective actions to Council by 31 December 2023	Study completed and report with corrective actions submitted to Council by 31 December 2023	Whole Municipal Area: All	Senior Manager: Financial Services	1	0	0	N/A			0	0	N/A	
TL34	Enhance municipal financial viability	Limit unaccounted for electricity to less than 25% by 30 June 2024 {(Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold) / Number of Electricity Units Purchased and/or Generated} x 100}	% of unaccounted electricity by 30 June 2024	Whole Municipal Area: All	Senior Manager: Financial Services	25.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A	
TL35	Enhance municipal financial viability	Limit unaccounted for water to less than 30% by 30 June 2024 {(Number of Kiloliters Water Purchased or Purified - Number of Kiloliters Water Sold) / Number of Kiloliters Water Purchased or Purified x 100}	% of water unaccounted by 30 June 2024	Whole Municipal Area: All	Senior Manager: Financial Services	30.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A	

Technical Services

Ref	Strategic Objective	KPI Name	Description of Unit of Measurement	Region	Responsible Owner	Original Annual Target	Quarter ending September 2023						Overall Performance for Quarter ending September 2023 to Quarter ending		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R	

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							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R	
TL36	Facilitate economic growth in the municipal area	Create temporary jobs - FTE's in terms of EPWP by 30 June 2024 (Person days / FTE (230 days))	Number of FTE's created by 30 June 2024	Whole Municipal Area: All	Senior Manager: Technical Services	20	0	0	N/A			0	0	N/A	
TL37	Ongoing maintenance of municipal infrastructure	60% of the electricity maintenance budget spent by 30 June 2024{(Actual expenditure on maintenance divided by the total approved maintenance budget)x100}	% of the maintenance budget spent by 30 June 2024	Whole Municipal Area: All	Senior Manager: Technical Services	75.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A	
TL38	Ongoing maintenance of municipal infrastructure	60% of the Road Transport maintenance budget spent by 30 June 2024 {(Actual expenditure on maintenance divided by the total approved maintenance budget)x100}	% of the maintenance budget spent by 30 June 2024	Whole Municipal Area: All	Senior Manager: Technical Services	75.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A	
TL39	Ongoing maintenance of municipal infrastructure	60% of the Waste Water management maintenance budget spent by 30 June 2024 {(Actual expenditure on maintenance divided by the total approved maintenance budget)x100}	% of the maintenance budget spent by 30 June 2024	Whole Municipal Area: All	Senior Manager: Technical Services	75.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A	
TL40	Ongoing maintenance of municipal infrastructure	75% of the Water Management maintenance budget spent by 30 June 2024 {(Actual expenditure on maintenance divided by the total approved maintenance budget)x100}	% of the maintenance budget spent by 30 June 2024	Whole Municipal Area: All	Senior Manager: Technical Services	75.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A	
TL41	Provide quality and sustainable municipal infrastructure within available resources	75% spent of the total amount budgeted by 30 June 2024 to upgrade Tyoksville gravel Streets {(Actual expenditure on the project/ the total approved budget for the project)x100}	% of budget spent by 30 June 2024	Whole Municipal Area: 2	Senior Manager: Technical Services	75.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A	
TL42	Provide quality and sustainable municipal infrastructure within available resources	60% spent of the total amount budgeted by 30 June 2024 to upgrade the Norvalspont Stormwater Drainage System{(Actual expenditure on the project/ the total approved budget for the project)x100}	% of budget spent by 30 June 2024	Whole Municipal Area: 7	Senior Manager: Technical Services	75.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A	
TL43	Provide quality and sustainable municipal infrastructure within available resources	75% spent of the total amount budgeted by 30 June 2024 to upgrade the Kuyasa Sport Field{(Actual expenditure on the project/ the total approved budget for the project)x100}	% of budget spent by 30 June 2024	Whole Municipal Area: 6	Senior Manager: Technical Services	75.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A	
TL44	Provide quality and sustainable municipal infrastructure within available resources	75% spent of the total amount budgeted by 30 June 2024 to upgrade the Electricity network-Ezimbacweni,Wimpy{(Actual expenditure on the project/ the total approved budget for the project)x100}	% of budget spent by 30 June 2024	Whole Municipal Area: 7	Senior Manager: Technical Services	75.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A	
TL46	Provide quality and sustainable municipal infrastructure within available resources	75% spent of the total amount budgeted by 30 June 2024 to upgrade the Noupoot Sewerage Network{(Actual expenditure on the project/ the total approved budget for the project)x100}	% of budget spent by 30 June 2024	Whole Municipal Area: 1 and 2	Senior Manager: Technical Services	75.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A	

Summary of Results: Technical Services

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	10
R	KPI Not Met	0% <= Actual/Target <= 74.999%	0
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	0
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
Total KPIs:			10

Corporate Services

Ref	Strategic Objective	KPI Name	Description of Unit of Measurement	Ward	Responsible Owner	Original Annual Target	Quarter ending September 2023						Overall Performance for Quarter ending September 2023 to Quarter ending		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R	
Ref	Strategic Objective	KPI Name	Description of Unit of Measurement	Region	Responsible Owner	Original Annual Target	Quarter ending September 2023						Overall Performance for Quarter ending September 2023 to Quarter ending		
							Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R	
TL5	Enhance Good Governance processes and accountability	Submit the Annual Performance Report for 2022/23 to the AG by 31 August 2023	Annual Performance Report submitted to the AG by 31 August 2023	Whole Municipal Area: All	Senior Manager: Corporate Services	1	1	1	G	[D166] Senior Manager: Corporate Services: APR submitted within time frame (August 2023)		1	1	G	
TL6	Enhance Good Governance processes and accountability	Submit the Draft Annual Report for 2022/23 to Council by 31 January 2024	Draft Annual Report submitted to Council by 31 January 2024	Whole Municipal Area: All	Senior Manager: Corporate Services	1	0	0	N/A			0	0	N/A	
TL7	Develop a capable and capacitated institution to respond to community needs	Submit the Workplace Skills Plan and ATR (Annual Training Report) to LGSETA by 30 April 2024	Workplace Skills Plan and ART submitted to LGSETA by 30 April 2024	Whole Municipal Area: All	Senior Manager: Corporate Services	1	0	0	N/A			0	0	N/A	
TL8	Develop a capable and capacitated institution to respond to community needs	The number of people from employment equity target groups employed (appointed) in the three highest levels of management in compliance with the equity plan by 30 June 2024	Number of people employed (appointed) by 30 June 2024	Whole Municipal Area: All	Senior Manager: Corporate Services	1	0	0	N/A			0	0	N/A	
TL9	Develop a capable and capacitated institution to respond to community needs	The percentage of the Municipality's personnel budget actually spent on implementing its workplace skills plan by 30 June 2024 [(Actual amount spent on training/total operational budget) x100]	% of the Municipality's personnel budget spent on implementing its workplace skills plan by 30 June 2024 [(Actual amount spent on training/total operational budget) x100]	Whole Municipal Area: All	Senior Manager: Corporate Services	0.10%	0.00%	0.00%	N/A			0.00%	0.00%	N/A	
TL10	Develop a capable and capacitated institution to respond to community needs	Limit the vacancy rate quarterly to less than 15% of budgeted posts ((Number of posts filled/Total number of budgeted posts) x100)	% quarterly vacancy rate of budgeted posts	Whole Municipal Area: All	Senior Manager: Corporate Services	15.00%	15.00%	15.00%	G	[D171] Senior Manager: Corporate Services: Vacancy Rate not yet reduced according to the requirement. (September 2023)	[D171] Senior Manager: Corporate Services: General worker position must be advertised and job evaluation process must first take place in order to fill some of the vacancies. (September 2023)	15.00%	15.00%	G	
TL11	Enhance Good Governance processes and accountability	Arrange a training session for ward committee members by 30 June 2024	Training session arranged by 30 June 2024	Whole Municipal Area: All	Senior Manager: Corporate Services	1	0	0	N/A			0	0	N/A	
TL12	Provide appropriate services to all households	Spend 100% of the library grant by 30 June 2024 ((Actual expenditure divided by the approved budget)x100)	% of the library grant spent by 30 June 2024	Whole Municipal Area: All	Senior Manager: Corporate Services	100.00%	0.00%	0.00%	N/A			0.00%	0.00%	N/A	
TL13	Provide appropriate services to all households	Submit the reviewed the Disaster Management Plan to Council by 30 June 2024	Reviewed Disaster Management Plan submitted by 30 June 2024	Whole Municipal Area: All	Senior Manager: Corporate Services	1	0	0	N/A			0	0	N/A	
TL14	Strengthen community participation	Compile quarterly external newsletters	Number of external newsletters compiled	Whole Municipal Area: All	Senior Manager: Corporate Services	4	1	1	G	[D175] Senior Manager: Corporate Services: Local News Update on a news letter (September 2023)		1	1	G	
TL15	Strengthen community participation	Submit the draft IDP review to Council by 31 March 2024	Draft IDP review submitted to Council by 31 March 2024	Whole Municipal Area: All	Senior Manager: Corporate Services	1	0	0	N/A			0	0	N/A	

Overall Summary of Results

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	41
R	KPI Not Met	0% <= Actual/Target <= 74.999%	0
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	4
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
Total KPIs:			45