

MIDVAAL LOCAL MUNICIPALITY

**MINUTES OF THE 3RD SPECIAL COUNCIL MEETING OF 2020 HELD ON THURSDAY,
25 JUNE 2020 AT 13:30 AT THE TOWN HALL**

SC 2319/06/2020
SMC A/5281/06/2020

**4.A.12 IMM1: IN-YEAR REVIEWED SERVICE DELIVERY & BUDGET IMPLEMENTATION
PLAN (SDBIP) 2019/2020 (SECTION 54(1)(c) OF THE LOCAL GOVERNMENT:
MUNICIPAL FINANCE MANAGEMENT ACT, ACT 56 OF 2003)**

5/1/1-2019/2020

COMPETENCY: COUNCIL

RESOLVED

1. That the attached In-year Reviewed Service Delivery & Budget Implementation Plan (SDBIP) 2019/2020, in terms of Section 54(1)(c) of the Local Government: Municipal Finance Management Act, Act 56 of 2003, be approved for implementation.
2. That the In-year Reviewed Service Delivery & Budget Implementation Plan (SDBIP), be approved in terms of the impact of the COVID-19 National State of Disaster, gazette in Government Gazette 43181 dated 30 March 2020.

SC 2319/06/2020
SMC A/5281/06/2020

4.A.12 [MM]: IN-YEAR REVIEWED SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN (SDBIP) 2019/2020 (SECTION 54(1)(c) OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT, ACT 56 OF 2003)

4/7/1

COMPETENCY: COUNCIL

PURPOSE

To approve the In-year Reviewed Service Delivery & Budget Implementation Plan (SDBIP).

RECOMMENDATIONS

1. That the attached In-year Reviewed Service Delivery & Budget Implementation Plan (SDBIP) 2019/2020, in terms of Section 54(1)(c) of the Local Government: Municipal Finance Management Act, Act 56 of 2003, be approved for implementation.
2. That the In-year Reviewed Service Delivery & Budget Implementation Plan (SDBIP), be approved in terms of the impact of the COVID-19 National State of Disaster, gazette in Government Gazette 43181 dated 30 March 2020.

REPORT

Council per item C2285/05/2020 dated 28 May 2020 approved a Special Adjustments Budget 2019/2020 and resolved as follows:

9.A.4 [FS]: SPECIAL ADJUSTMENTS BUDGET 2019/2020

COMPETENCY: COUNCIL

RESOLVED

1. That the report on the special adjustments budget for the 2019/2020 financial year be noted.
2. That the 2019/2020 Budget be adjusted as allowed for in the MFMA Municipal Budget and Reporting Regulations.
3. That it be noted that if there are any adjustments to the measurable performance indicators budget as approved, a revised SDBIP will be submitted.

With reference to the above-mentioned resolution (3), an in-year revised SDBIP is there-fore submitted, to Council for consideration and approval.

COMMENTS: MEETING OF THE MUNICIPAL MANAGER AND HEADS OF DEPARTMENT: 17 JUNE 2020

Resolved to Recommend

That the Item be referred to the Mayoral Committee.

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INDEX	RESPONSIBLE DEPARTMENT	MPI NO.	KPA NO.	KPA NO.	KPA NO.	KEY PERFORMANCE INDICATOR (KPI)	PROPOSED AMENDMENT	DEFINITION	AMENDED DEFINITION	DETAILED DESCRIPTION OF INDICATOR (PURPOSE/OBJECTIVE)	SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN - 2019/2020				
											2017 - 2022		2019/2020		
											YEAR 3	2019/2020	ACTUAL	Q3	
											ANNUAL TARGET	ANNUAL TARGET	ACTUAL	TARGET	
1	CORP	KPI 018	KPA 1	KPA 02	Number of Budgeted agreements and/or supporting specific events, arranged per year planner in consultation with the Executive Mayor	-	(1) Priority events identified and approved by the Executive Mayor on the Year Planner (2) Executed with approved Annual Plan + Marketing funded Events Plan (Agreement with external stakeholders and/or internal events)	-	3	2	1	1	1	Fully Effective	0
2	CORP	KPI 019	KPA 1	KPA 03	Number of Mayoral Committee reports and/or other reports submitted to the Council per quarter	-	(1) Report submitted to Mayoral Committee to reflect (1.1) Types of meeting (1.2) Purpose of the Meeting (1.3) Department (1.4) Obligation attended (1.5) Report submitted into reporting cycle within one month after the end of the quarter (1.6) Proof of submission of report (1.7) Signature and date of report by Committee Chair	Get target to be amended to 3	4	2	1	1	1	Fully Effective	0
3	CORP	KPI 021	KPA 4	KPA 11	Percentage compliance to average turn-around time to attend to calls logged via the ICT Help Desk	-	Help Desk Status Report = (1) Ticket Reference (2) Date & Time Closed of Logged Call (3) Status of Ticket Call Log: Modified Date and Time less Created Date and Time = Time (Not to exceed 60 minutes within the main building and 3 hours for outlying offices). Number of calls received / Average number compliance to 'time = Percentage compliance	-	85%	82.7%	81%	81.5%	85%	Above Expectations	85%
4	CORP	KPI 023	KPA 4	KPA 12	Number of average working days legal actions are assessed	-	Legal & Property Actions Register reflecting turn-around time to be within 4 working days (as per court rules, i.e. first day out and last day in) = Date of receipt by Legal Section vs date assessed (determination of legal process to be followed)	-	4	1.33 days	4	-1.89	4	Below Performance	4
5	CORP	KPI 024	KPA 4	KPA 15	Number of Section 52(a) - performance reports (SOPAR) submitted to Council quarterly	-	Report considered within 30 days of the end of each quarter, by Council on the implementation of the budget and the financial state of affairs of Council (Section 52(d) of the MFMA)	-	4	2	1	1	1	Fully Effective	1

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6	COMP	KPI 026	KPA 1	KFA 04	Number of customer satisfaction outcome survey reports distributed to Municipal Committee members and Heads of Departments, quarterly	-	Survey report to reflect: (1) The 5 most common complaints (2) The 5 most common affected areas (3) % Level of satisfaction per department (4) Report emailed to all stakeholders quarterly before the 10th working day	-	4	2	1	1	100%	Fully Effective	1
7	COMP	KPI 028	KPA 1	KFA 04	Update Council's Official Website to comply with Section 75 of the MFMA requirements, monthly	-	(1) Website updating to Monthly Section 75 MFMA compliance checklist (relevant Council Resolutions) shared off by Deputy Municipal Manager within 5 working days, at least, after end of the month	-	100%	100%	100%	100%	100%	Fully Effective	100%
8	COMP	KPI 027	KPA 1	KFA 01	Number of Ward Committee meetings arranged quarterly	-	Meetings arranged according to Council approved Annual Year Planner	-	80	20	15	15	100%	Fully Effective	15
9	FIN	KPI 007	KPA 5	KFA 13	(BMP1-7) - Annual Cost Coverage	-	Analysis each - investments / Monthly fixed operating expenditure (table spreadsheet)	-	2	3.58	0	0	0	Not Applicable	2
10	FIN	KPI 008	KPA 5	KFA 13	Annual Liquidity Ratio	-	Current Assets, Current Liabilities (see per the Statement Financial Position) annually reported	-	2:1	3.48:1	0	0	0	Not Applicable	3:1:1
11	FIN	KPI 009	KPA 5	KFA 13	Audit opinion issued by the Auditor-General	-	Auditor-General opinion expressed on Annual Financial Statements (AFS), Pre-determined Objectives (PDOs) and Compliance	-	Unqualified	Clean Audit	0	0	0	Not Applicable	0

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72	FIN	RPI 010	RPA 6	RPA 13	(MCP: 74) - Annual Debt Coverage	-	-	Total operating revenues - operating grants received + debt service payments due within the year. Operating grants will include all grants recognised as grants on the operating budget. Operating revenue will include capital revenue	17	19.82	0	-	Not Applicable	17
73	FIN	RPI 011	RPA 5	RPA 14	(MCP: 75) - Actual percentage of outstanding service debtors to revenue	-	-	Total outstanding service debtors (GROS) / revenue received for services calculated per annum (ex-cluding debtors entitled as trading days lower contributions)	33%	34.01%	0	-	Not Applicable	33%
74	FIN	RPI 012	RPA 5	RPA 14	Annual percentage of Collection Rate	-	-	Actual amount collected (cash) / amount billed for the period (per billing cycle - excluding any debt write-offs)	93%	94.31%	93%	95.91%	Fully Effective	93%
75	FIN	RPI 013	RPA 5	RPA 14	(MCP: 2) - Percentage of households earning less than R1 000 per month with access to free basic services	-	-	Percentage of number of households registered as formal migrant / households who receive basic services (Total household income: R4 500 for 25 000 020 and R1 000 for 21 000 020)	95%	96.91%	95%	96.81% of 5 200	Fully Effective	95%
76	FIN	RPI 014	RPA 5	RPA 15	(MCP: 3) - The percentage of a municipality's capital budget activity based on capital projects, identified for a particular financial year, in terms of the municipality's CAP	-	-	Actual percentage of actual percentage of the capital budget (ex-cluding capital budget for the current financial year) / the approved budget	80%	81.02%	65%	87.00%	Non-Compliant	80%

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17	FN	KPI 015	KPA 5	KPA 15	Percentage of annual procurement spent awarded to Township Economy	-	Percentage calculated by dividing the total expenditure to township suppliers by the total procurement expenditure x 100	-	Expenditure to Township suppliers registered as township supplier based on their residential address) versus total procurement spent (all classes). Non-procurement spent is then recorded based on the items of the invoice (i.e. Water (bulk supply), R. & M. (bulk supply) M.M. (crafty work) and any employee related costs.	6%	4.50%	0%	-	Not Applicable	0%
18	FN	KPI 016	KPA 6	KPA 15	Percentage of annual procurement spent awarded to Youth owned enterprises	-	Percentage calculated by dividing the total expenditure to youth suppliers by the total procurement expenditure x 100	-	Percentage of the value of the annual procurement through the formal bidding process that was awarded to businesses with owners that are 25 years of age or younger	3%	3.30%	0%	-	Not Applicable	3%
19	FN	KPI 017	KPA 7	KPA 16	Percentage of annual operational budget allocated to Repairs and maintenance	-	Repairs & Maintenance Budget as a % of the total Operating Budget (exclusive of Interest charged)	-	The Operating Budget is defined as the latest approved version of the budget, i.e. either the originally approved budget, or the adjustment budget in the case of Council approving an Adjustment Budget, inclusive of the approved variations that have been approved and awarded in terms of the System of Delegations	8%	9.84%	0%	-	Not Applicable	9%
20	DP	KPI 002	KPA 8	KPA 26	Percentage compliance in terms of item-amount lines maintained to tender building plan applications per quarter	-	Percentage compliance to 28 calendar day item-amount lines, in terms of the National Building Regulations and Building Standards Act of 1977; (1) Building Plan applications exceeding 200 m ² (500 m ²) floor area. Calculation: (1) Date of application received versus (2) Date completed, signature of the Assistant Director: Building Control	-	To monitor and improve the time period taken for building plan applications to order for more faster development on the ground and to boost the economy. To accelerate local economic development.	100%	100%	100%	100%	Always Exceeds	100%

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21	DP	KP1695	RPA 8	KPA 28	Percentage compliance in terms of farm-around bins submitted to consider land use applications per quarter	Percentage compliance to 18 months farm-around bins applications submitted to the SPLUMA (1) Unit of Legality Considered Applications per quarter (2) Date Completion of the Municipality (3) SPLUMA, indicate a farm-around bin of 1 month, however MLB adopted a 13 month farm-around bin	100%	100%	70%	Not Fully Effective	100%	
22	DP	KP1695	RPA 8	KPA 28	(NCP - 4) - Number of jobs created through municipality's local economic development initiatives including capital projects	Report to Department of Labour approved by Mayoral Committee (Mayor's Committee Resolution) (EPWP and any other jobs created, including OWP). Report submitted into reporting cycle by 18 Aug 2019 (proof of receipt by Committee Clerk)	774	0	558 (97/100)	Not Applicable	0	
23	END	KP1820	RPA 8	KPA 17	Percentage of electricity losses not to exceed target annually	Loss electricity MW purchased / MW accounted for due to use	-13.82%	0	-	Not Applicable	-13.82%	
24	END	KP1831	RPA 6	KPA 17	Public Private Partnership (PPP) completed feasibility studies submitted to National Treasury by 28 Jun 2022	Feasibility Study submitted to National Treasury by 28 Jun 2022 (Acknowledgement of Receipt by National Treasury)	1	0	-	Not Applicable	1	
25	END	KP1832	RPA 6	KPA 18	Number of square meters of 'served roads resurfaced' annually	Accumulative square meters of tar roads resurfaced	25 000 m ²	6 120.33 m ²	20 000 m ²	94.82	2 290 m ²	25 000 m ²
26	END	KP1823	RPA 6	KPA 19	Percentage of water losses reduced in line with the Water Demand Management (WDM) Plan per annum	M, water purchased divided by M, of water accounted for	-13%	28.48%	0	Not Applicable	28.48%	25%

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35	CDMM	KPI 046	KPA 3	KPA 08	Number of Gender, Elderly, Youth and Disabled Groups (GEYODG) programmes implemented per annum		Gender, Elderly, Youth or Disabled Groups (GEYODG) implemented according to approved Annual Year Plan/plan	Oil target to be submitted to B	Gender, Elderly, Youth and Disabled Group programmes are located in communities and schools in the priority areas. Early intervention where required	4	2	1	0	Not Fully Effective	0
36	CDMM	KPI 047	KPA 3	KPA 08	Number of Early Childhood Development Centres Scrutinised		Early Childhood Development Programme Monitoring Tool (EMTI) signed off by the Executive Director. Community Services (Certificate signed off by the Executive Director: Community Services)	Oil target to be submitted to B	Centres are inspected to monitor child development milestones and growth. Outcomes of the Assessment Reports are signed off by the Executive Director: Community Services	3	0	0	0	Not Applicable	0
37	CDMM	KPI 048	KPA 3	KPA 08	Number of Day Mothers established		Signed contract per Day Mothers with implementing Non-Profit Organisation		A programme has been developed to assist with the establishment of day mothers and to encourage the signing of a contract with a Non-Profit Organisation	3	4	2	0	Outstanding Performance	3
38	CDMM	KPI 055	KPA 7	KPA 24	(NCP - 16) - Percentage of households with access to basic level of solid waste removal		Delivery of a household - residential property situated in the Municipal Ward/ton N.O. (registered as Residential). "Access to basic level" - Linked account		Provision of access to the basic level of solid waste removal	88%	88.5%	7%	0	Not Applicable	88%
39	CDMM	KPI 051	KPA 7	KPA 24	Number of additional formal households with access to basic level of solid waste removal per annum		Number of additional formal houses serviced in terms of basic solid waste removal (increase in number of service points). Monthly Solid Billing report		Expansion of access to the basic level of solid waste removal in line with the development rate in Evatonas City, Eye of Africa and any other possible developments	000	297	0	0	Not Applicable	100
40	CDMM	KPI 054	KPA 2	KPA 09	Review the Disaster Management Plan annually		Reviewed Disaster Management Plan by Executive Director: Community Services, approved with DDP for forthcoming year		The process is the completion of a Disaster Management Plan complying with the Disaster Management Act, Act 57 of 2004, Section 61, Disaster Risk Management is defined as a coordinated and multi-disciplinary process of identifying and implementation of measures aimed at disaster prevention, mitigation, preparedness, response, recovery and rehabilitation.	1	0	0	0	Not Applicable	1

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47	COMM	KPI 065	KPA 2	KFA 08	Implementation of alternative traffic law enforcement method (Phase 1)	-	DAC resolution re: procurement of Traffic Management System (Software)	-	Phase 1 = Procurement of Traffic Management Software, Phase 2 = Implementation of software	1	Tender in evaluation phase	0	0	Not Applicable	1
48	FN	KPI 046	KPA 5	KFA 14	Induction of new new payment channel for the community to use in paying their municipal account	-	Arrangements made with Council Banker and other institutions to ensure more account payment channels available, examples can include shop, acm, acm, etc. (One new payment channel established)	Arrangements made with Council Banker and other institutions to ensure more account payment channels available, examples can include shop, acm, acm, etc. (One new payment channel established)	In pursuance of the eMunicipal Revolution	1	0	0	0	Not Applicable	1
49	DP	KPI 067	KPA 5	KFA 14	Implementation Plan (Drafted) Draft Policy on related to tourism establishments, with the aim of increasing tourism, approved by Council	-	Draft Policy approved by Council by 30 Sep 2019 (last of assessment/property rates/development/establishment and criteria to be provided by Development & Planning)	-	New rates will be included in the Property Rates Policy as a rebate offered to categories of property owners within the borders of Midvaal, to increase tourism	1	3	0	0	Not Applicable	1
50	FN	KPI 068	KPA 5	KFA 14	Number of Community Information Workshops conducted, per quarter	-	Invitations, Minutes and Attendance Register of the meetings	-	To engage with identified vendors, with low payment levels, to increase payment levels and consumer education, with the aim of improving collection rates	4	2	1	1	No Portfolio of Evidence submitted	0
51	DP	KPI 069	KPA 6	KFA 25	Establishment of Investment Development Committee	-	Q1 = Terms of Reference considered by Mayoral Committee before 30 Sep 2019, Q2 - Q4 = Quarterly progress reports regarding possible investments opportunities submitted to Mayoral Committee into reporting cycle before the 15th working day of the next quarter	-	Standing Committee comprising of officials from various municipal departments to facilitate investment opportunities	4	1	1	1	Fully Effective	1
52	DP	KPI 070	KPA 6	KFA 26	Number of community campaigns conducted to communicate existing establishments within Development & Planning	-	Q1 = Development and consideration of Marketing Strategy by Mayoral Committee before 30 Sep 2019 (Mayoral Committee Resolution), Q2 - Q4 = Invitations, Minutes and Attendance Register of the meetings of Community Campaigns	-	To communicate existing rebates available in terms of developments for commercial and industrial investment and residential development.	4	1	1	1	Fully Effective	1
53	DP	KPI 071	KPA 6	KFA 17	Green Building Policy and Implementation Plan established by Council by 30 Apr 2020	-	Report submitted into reporting cycle to Council by 30 Apr 2020	-	To promote that buildings are completed in accordance with Green Building guidelines	1	0	0	0	Not Applicable	1

