



2023/2024

# TOP LEVEL SDBIP REPORTING

SERVICE DELIVERY AND BUDGET  
IMPLEMENTATION PLAN

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QUARTER 3

## Table of content

1. Council resolution.....	1-2
2. Introduction .....	3
3. Performance management analysis.....	3
4. Implementation of performance management – Top layer SDBIP .....	4
3.1. Preparing the Top layer SDBIP	
3.2. Approval of Top layer SDBIP	
3.3. Performance monitoring	
5. Summary of Performance against top layer key performance indicators (KPI's).....	5-6
5.1 Summary of preliminary and unaudited performance per strategic objective	
6. Annexure A: Quarter 3 Top layer SDBIP Report – January- March 2024.....	7- 12

**EXPENDITURE ON 2023/2024 BUDGET MEASURED BY THE TOP LEVEL SDBIP FOR THE THIRD QUARTER**  
**(5/1/3) (DIRECTOR: STRATEGY AND SOCIAL DEVELOPMENT)**

**Purpose of report**

To submit a report to council on the progress made on the implementation of 2023/2024 approved Budget as measured in the approved Top level SDBIP.

**Background**

Section 52 (d) of the Municipal Finance Management Act, 56 of 2003, requires that a Mayor must, within 30 days of the end of each quarter, submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality.

This report informs Council on a quarterly basis of the expenditure and performance in the Budget.

**Comments:**

The relevant documentation will be provided separately.

**Recommendation**

That Council notes the content of the report.

According to Council Resolution A2999 dated 24 June 2014 the System of Delegations states as follows:

**113    Emergency Decision-making**

1.    *To decide on and acts in cases requiring an immediate decision, in consultation with the Executive Mayor or Deputy Mayor or Speaker. If the Executive Mayor or Deputy Mayor or Speaker is not available, then only in exceptional cases the Municipal Manager may act on his/her own initiative.*
  - a)    *This delegation may only be exercised in an emergency or in exceptional circumstances which may severely prejudice and have a detrimental impact on the Municipality and/or its residents, without detracting from the principle of accountability.*
  - b)    *This power cannot be delegated or sub-delegated and whenever it is exercised, a report must be submitted to Council as soon as possible.*

This report has been approved by:



**ALD S W VAN EEDEN**  
**EXECUTIVE MAYOR**

30/8/24



**D P LUBBE**  
**MUNICIPAL MANAGER**

30-04-2024

**EXPENDITURE ON 2023/2024 BUDGET MEASURED BY THE TOP LEVEL SDBIP FOR THE THIRD QUARTER (5/1/3) (DIRECTOR: STRATEGY AND SOCIAL DEVELOPMENT)**

**Purpose of report**

To submit a report to council on the progress made on the implementation of 2023/2024 approved Budget as measured in the approved Top level SDBIP.

**Background**

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This report informs Council on a quarterly basis of the expenditure and performance in the Budget.

**Comments:**

The relevant documentation will be provided separately.

**Recommendation**

That Council notes the content of the report.

**This item served before the Executive Mayoral Committee on 25 April 2024**

**Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 25 April 2024**

**Aanbeveling / Recommendation**

That Council notes the content of the report.

**This item served before an Ordinary Meeting of Council on 02 May 2024**

**Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 02 Mei 2024**

**Eenparig Besluit / Unanimously Resolved**

That Council notes the content of the report.

## 2. Introduction

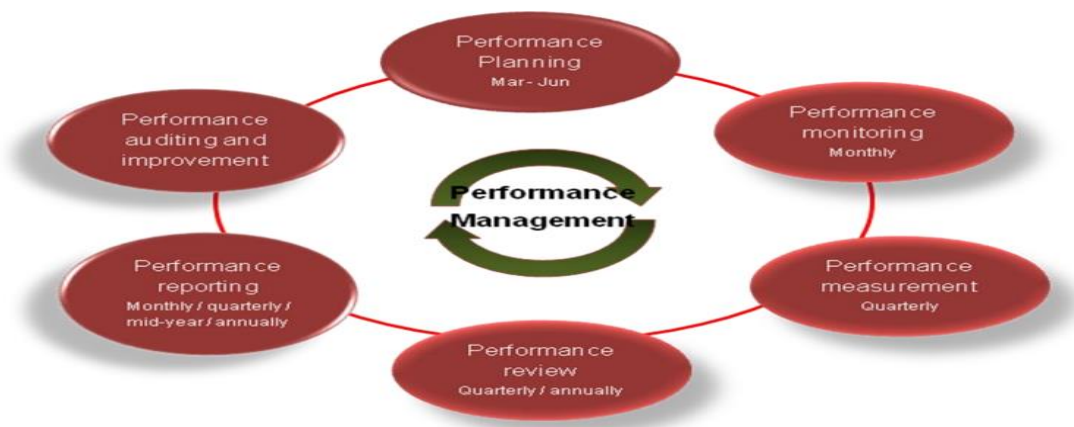
Performance management is a process which measures the implementation of the organisation's strategy. It is also a management tool to plan, monitor, measure and review performance indicators to ensure efficiency, effectiveness and the impact of services delivery by the municipality.

At local government level performance management is institutionalized through the legislative requirements on the performance management process for Local Government. Performance management provides the mechanism to measure whether targets to meet its strategic goals, set by the organisation and its employees, are met.

In terms of the section 72 (1) (a) and 52 (d) of the Local Government Municipal Finance Management Act (MFMA), 56 of 2003 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.

## 3. Performance management Analysis

The performance management cycle can be summarised in the following diagram and each cycle is addressed in the remainder of the recently approved Langeberg municipality performance management framework:



Each of the above cycles can be explained as follows:

- Performance Planning ensures that the strategic direction of the Municipality more explicitly informs and aligns the IDP with all planning activities and resource decisions. This is the stage where Key Performance Areas and Key Performance Indicators are designed to address the IDP objectives, national policy and targets are set.
- Performance Measuring and Monitoring is an ongoing process to determine whether performance targets have been met, exceeded or not met. Projections can also be made during the year as to whether the final target and future targets will be met. It occurs during key points in a process – for example, on a quarterly and annual basis.
- Performance evaluation analyses why there is under-performance or what the factors were, that allowed satisfactory performance in a particular area. Where targets have not been met, the reasons for this must be examined and corrective action recommended. Evidence to support the status is also reviewed at this stage. An additional component is the review of the indicators to determine if they are feasible and are measuring the key areas appropriately.
- Performance Reporting entails regular reporting to management, the performance audit committee, council and the public.
- Performance review/auditing is a key element of the monitoring and evaluation process. This involves verifying that the measurement mechanisms are accurate and that proper procedures are followed to

evaluate and improve performance. According to section 45, of the Systems Act, results of the performance measurement must be audited as part of the municipality's internal auditing process and annually by the Auditor-General. The Municipality have therefore established frameworks and structures to evaluate the

effectiveness of the municipality's internal performance measurement control systems. Areas of weak performance identified at year-end must be addressed during the following years planning phase.

#### **4. Implementation of performance management – Top layer SDBIP**

##### **4.1. Preparing the Top layer SDBIP's**

KPI's should be developed for Council, the office of the Municipal Manager and for each Directorate. The KPI's should:

- KPI's should be developed for the programmes / activities identified to address the Strategic Objectives as documented in the IDP. The KPI's must be aligned with the national and municipal KPA's.
- KPI's identified during the IDP and KPI's that need to be reported to key municipal stakeholders should be included in the TL SDBIP to confirm alignment.
- KPI's should be developed to address the required National Agenda Outcomes, priorities and minimum reporting requirements. The KPI's must be aligned with the Strategic Objectives, and the national and municipal KPA's.
- The municipal turnaround strategy (MTAS) should be reviewed to determine any actions to be translated into KPI's and to be included in the TL SDBIP. These KPI's must be aligned with the Strategic Objectives, and the national and municipal KPA's.
- The risk register should be reviewed to identify the risks that need to be addressed by strategic KPI's. These KPI's should be developed and be aligned with the Strategic Objectives, and the national and municipal KPA's.
- It is also proposed that each directorate consider 2 KPI's that is output focused and that will make the municipality more developmental or enhance the effectiveness of the municipality.
- Clear quarterly targets should be set and the KPI's must be assigned to a senior manager. In the instance where a target will not be achieved during the current financial year, the target should be included in the outer years.
- These targets should be set after available resources and past year performance has been considered.

##### **4.2. Approval of Top layer SDBIP**

The municipal scorecard must be submitted to the Executive Mayor within 14 days after the SDBIP has been approved. The Executive Mayor needs to consider and approve the SDBIP within 28 days after the budget has been approved. The scorecard must be updated after the adjustment estimate has been approved and any changes to the scorecard must be submitted to Council with the respective motivation for the changes suggested, for approvals.

##### **4.3. Performance monitoring**

An evaluation of the validity and sustainability of the KPI's should be done and the actual performance results of each target should be updated and evaluated on a monthly basis. In order to measure the input/output of the KPI's, the performance results and performance evidence (POE's) should be evaluated and documented.

The KPI owners should 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 %)

- The reasons if the target was not achieved.
- Actions to improve the performance against the target set, if the target was not achieved.

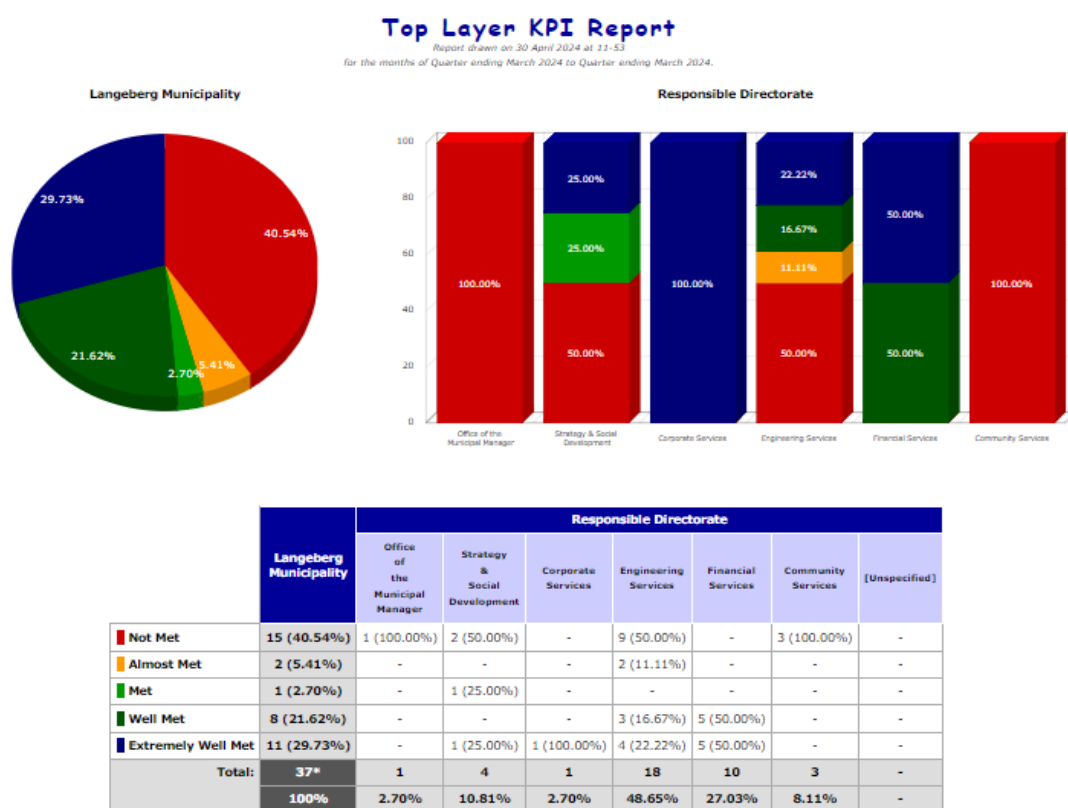
The municipal manager and his/her senior management team needs to implement the necessary systems and processes to provide the POE's for reporting and auditing.

Performance results are monitored and reviewed in terms of:

- Quarterly KPI monitoring sessions held by the Municipal Manager with all managers,
- Quarterly reports tabled before the Portfolio Committees of the Mayor,
- Quarterly reports tabled before the Executive Mayoral Committee and Council,

## 5. Summary of Performance against Top layer key performance indicators (KPI's)

The table below illustrates the overall actual performance for quarter 3 (January- March 2024).



overall actual performance for the quarter 3 (January- March 2024)

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

SDBIP measurement criteria

### **5.1. Summary of preliminary and unaudited performance per strategic objective**

Detailed above illustrate preliminary and unaudited Top layer SDBIP report for the third quarter (January- March 2024) Top layer SDBIP report which measures the overall performance per strategic objective. The performance presented is subject to change based on the audit of the actual performance outcomes achieved. The final results will be included as part of 2023-2024 Annual Performance Report (as per section 46 (1)(b) of the Municipal systems) and it will be further incorporated as part of 2023-2024 Annual report. (as per section 46 (2) of the Municipal systems)



**Annexure A: Quarter 3 Top layer SDBIP (January –  
March 2024)**

**Langeberg Municipality**  
**SDBIP 2023/24: Top Layer KPI Report**

**SO1: Ensure efficient administration for good governance**

Internal Ref / Indicator Code	Responsible Directorate	Strategic Objective	KPI Name	Description of Unit of Measurement	Responsible Owner	Baseline	Source of Evidence	Calculation Type	Target Type	Quarter ending March 2024					Overall Performance for Quarter ending March 2024 to Quarter ending March 2024		
										Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL11	Corporate Services	SO1: Ensure efficient administration for good governance	Percentage of municipality's training budget actually spent on implementing its workplace skills plan measured as at 30 June 2024	Percentage (%) of municipality's training budget actually spent	Director: Corporate Services	1%	PROMUN financial system Annual Budget Variance report (Refer to Promun skills levy vote number)	Last Value	Percentage	0%	0.00%	N/A			0%	0.00%	N/A
TL12	Corporate Services	SO1: Ensure efficient administration for good governance	Limit vacancy rate to 15% of budgeted posts by 30 June 2024	Percentage (%) of vacancy rate	Director: Corporate Services	0%	Advertisement Process Excel Sheet	Reverse Last Value	Percentage	15%	4.81%	B			15%	4.81%	B
TL13	Corporate Services	SO1: Ensure efficient administration for good governance	Number of people from the EE target groups employed by 30 June 2024 in the 3 highest levels of management in compliance with the approved EE plan	Number of people from the EE target groups employed in the highest 3 levels of management by 30 June 2024	Director: Corporate Services	1	Appointment letter and approval dates for the filling of the vacancy	Last Value	Number	0	0	N/A			0	0	N/A
TL14	Corporate Services	SO1: Ensure efficient administration for good governance	Review the Organisational Structure and submit to Council for approval by 31 May 2024	Reviewed Structure submitted to Council for approval	Director: Corporate Services	1	Agenda of the Council meeting	Last Value	Number	0	0	N/A			0	0	N/A
TL31	Engineering Services	SO1: Ensure efficient administration for good governance	Review the Zoning Scheme Regulations Bylaw and submit to Council for approval by 30 June 2024	Bylaw reviewed and submitted	Director: Engineering Services	1	Minutes of the Council Meeting	Last Value	Number	0	0	N/A			0	0	N/A
TL43	Financial Services	SO1: Ensure efficient administration for good governance	Submit the Annual Financial Statements to the Auditor-General by 31 August 2023	Annual Financial Statements submitted to Auditor-General	Director: Financial Services	1	Proof of submission	Last Value	Number	0	0	N/A			0	0	N/A
TL46	Financial Services	SO1: Ensure efficient administration for good governance	Limit misstatements in the Annual Financial Statements (No more than four (4) material findings)	No more than four (4) material misstatements as per Auditor General?'s audit report	Director: Financial Services	0	Auditor General audit report	Reverse Last Value	Number	0	0	N/A			0	0	N/A
TL49	Office of the Municipal Manager	SO1: Ensure efficient administration for good governance	Develop a Risk Based Audit Plan and submit to the Audit Committee by 30 June 2024	Developed and submitted Plan	Municipal Manager	1	Submission of the Risk Based Audit Plan to MM and Minutes of Audit Committee meeting during which risk based audit plan was discussed	Last Value	Number	0	0	N/A			0	0	N/A
TL51	Strategy & Social Development	SO1: Ensure efficient administration for good governance	Submit reviewed IDP to Council by 31 May 2024	Reviewed IDP submitted to council	Director: Strategy & Social Development	1	Reviewed IDP and Minutes of Council meeting during which IDP was discussed	Last Value	Number	0	0	N/A			0	0	N/A
TL52	Strategy & Social Development	SO1: Ensure efficient administration for good governance	Submit the draft Annual Report to Council by 31 January 2024	Draft annual report submitted to Council by 31 January 2024	Director: Strategy & Social Development	1	Draft Annual Report and Minutes of Council meeting during which report was discussed	Last Value	Number	1	1	G			1	1	G

**Summary of Results: SO1: Ensure efficient administration for good governance**

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	8
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%)	1
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	1
Total KPIs:			10

**SO2: Provide infrastructure for sustainable and affordable basic services**

Internal Ref / Indicator Code	Responsible Directorate	Strategic Objective	KPI Name	Description of Unit of Measurement	Responsible Owner	Baseline	Source of Evidence	Calculation Type	Target Type	Quarter ending March 2024					Overall Performance for Quarter ending March 2024 to Quarter ending March 2024		
										Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL1	Community Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to construct boundary wall at Van Zyl Street sportfield by 30 June 2024	Percentage (%) of the approved budget spent	Director: Community Services	95%	Monthly capital expenditure report	Last Value	Percentage	60%	0.00%	R	Tender was awarded and order was issued to the supplier which is curnnetly on site	Will monitor the project on a weekly basis to ensure that the service provide keeps to the schedule	60%	0.00%	R
TL3	Community Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the capital budget allocated for the expansion of the silo cemetery in Ashton by 30 June 2024	Percentage (%) of the approved budget spent	Director: Community Services	95%	Monthly capital expenditure report	Last Value	Percentage	60%	0.00%	R	Tender was awarded however, the preferred service provider submitted a letter of cancellation indicating price increases as the reason for cancellation	Tender will be readvertised and will apply for a roll over in August adjustment budget	60%	0.00%	R
TL4	Community Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the replacement of the Dirkie Uys Swimming Pool pipe system by 30 June 2024	Percentage (%) of the approved budget spent	Director: Community Services	95%	Monthly capital expenditure report	Last Value	Percentage	60%	0.00%	R	Tender was advertised late due to the delay on compilation of specifications by PMU	Tender closed and currently in evaluation process.	60%	0.00%	R
TL5	Community Services	SO2: Provide infrastructure for sustainable and affordable basic services	Complete the refurbishment of the Callie De Wet Hall by 30 June 2024	Project completed	Director: Community Services	0	Practical completion certificate	Last Value	Number	0	0	N/A			0	0	N/A
TL6	Community Services	SO2: Provide infrastructure for sustainable and affordable basic services	Complete the refurbishment of the Robertson Civic Roof by 30 June 2024	Project completed	Director: Community Services	0	Practical completion certificate	Last Value	Number	0	0	N/A			0	0	N/A
TL8	Community Services	SO2: Provide infrastructure for sustainable and affordable basic services	Complete the construction of the Happy Valley boundary walls on the front side by 30 June 2024	Project completed	Director: Community Services	0	Practical completion certificate	Last Value	Number	0	0	N/A			0	0	N/A

Internal Ref / Indicator Code	Responsible Directorate	Strategic Objective	KPI Name	Description of Unit of Measurement	Responsible Owner	Baseline	Source of Evidence	Calculation Type	Target Type	Quarter ending March 2024					Overall Performance for Quarter ending March 2024 to Quarter ending March 2024		
										Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL9	Community Services	SO2: Provide infrastructure for sustainable and affordable basic services	Complete the upgrade of the Happy Valley Sportfields lights by 30 June 2024	Project completed	Director: Community Services	0	Practical completion certificate	Last Value	Number	0	0	N/A			0	0	N/A
TL15	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Limit unaccounted electricity to less than 7.5% as at 30 June 2024	Percentage (%) unaccounted electricity captured in the report	Director: Engineering Services	7.50%	Electricity losses report generated from an Excel database maintained for the calculation of the electricity losses	Reverse Last Value	Percentage	7.50%	2.03%	B			7.50%	2.03%	B
TL16	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	95% of Water samples comply with SANS241 micro biological indicators on a monthly basis	Percentage (%) compliance of samples tested	Director: Engineering Services	95%	Monthly Lab results	Last Value	Percentage	95%	91.67%	O	The water sample for McGregor was taken and showed a failure.  Resampling was supposed to have been conducted and It was confirmed by the laboratory that resampling was not done.	Constant on site tests are done to ensure compliance.	95%	91.67%	O
TL17	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Limit unaccounted water to less than 15% as at 30 June 2024	Percentage (%) of unaccounted water captured in the report	Director: Engineering Services	15%	Water Losses Excel database maintained by the Manager: Civil Engineering Services	Reverse Last Value	Percentage	15%	17.92%	R	The water sales for Ashton and Bonnievale for the month of July, Aug and September, October is exceptionally low compared to the treated water. Also low sales figures for McGregor for the previous months have been recorded. Due to water quality issues in Robertson and Montagu additional flushing of the system had to be implemented which resulted in higher volume of water loss.	This has been referred to the Finance Department for investigation and a rectification has been made. The water loss has reduced this month by one % compared to the month of February.	15%	17.92%	R
TL18	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	80% of Effluent samples comply with permit values on a monthly basis	Percentage (%) compliance of samples	Director: Engineering Services	75%	Monthly Lab results	Last Value	Percentage	80%	58.33%	R	Loadshedding and constant break downs at the plants has an impact on effluent quality. Alternative chlorination was also implemented but this is less effective	Breakdown attended to as soon as possible. An appointment of a consultant to assist with quality control of effluent has been done to assist this Department.	80%	58.33%	R
TL19	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to purchase generators for WTW,WWTW and pumps by 30 June 2024	Percentage (%) of the approved budget spent	Director: Engineering Services	95%	Monthly capital expenditure report	Last Value	Percentage	60%	22.62%	R	T50/2023 was awarded on 9 April 2023. Awaiting the appeal period before implementation can commence	Awaiting final award letter to commence with the installation of generators.	60%	22.62%	R
TL20	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to replace waterpipe in Jasmyr Street by 30 June 2024	Percentage (%) of the approved budget spent	Director: Engineering Services	95%	Monthly capital expenditure report	Last Value	Percentage	40%	0.28%	R	Currently no spending	Handover: 26 April 2024. Completion date: 30 June 2024	40%	0.28%	R
TL21	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade Robertson WWTW by 30 June 2024	Percentage (%) of the approved budget spent	Director: Engineering Services	95%	Monthly capital expenditure report	Last Value	Percentage	60%	69.99%	G2			60%	69.99%	G2
TL22	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Complete the construction of the material recovery facility by 30 June 2024	Project completed	Director: Engineering Services	95	Practical completion certificate	Last Value	Number	0	0	N/A			0	0	N/A
TL23	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for rehabilitation of roads in all 5 towns by 30 June 2024	Percentage (%) of the approved budget spent	Director: Engineering Services	95%	Monthly capital expenditure report	Last Value	Percentage	70%	59.83%	O	T01/2023 awarded and currently in progress, There are various votes for this project. Expenditure is indicated on the other votes.	In construction	70%	59.83%	O
TL24	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade weir diversion in Nkqubela by 30 June 2024	Percentage (%) of the approved budget spent	Director: Engineering Services	95%	Monthly capital expenditure report	Last Value	Percentage	40%	0.00%	R	T28/2023 has been awarded. Construction will commence at the end of April 2024.	Construction to commence at the end of April 2024	40%	0.0%	R
TL25	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade bus route in Nkqubela by 30 June 2024	Percentage (%) of the approved budget spent	Director: Engineering Services	95%	Monthly capital expenditure report	Last Value	Percentage	60%	62.64%	G2			60%	62.64%	G2
TL26	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for electrification by 30 June 2024	Percentage (%) of the approved budget spent	Director: Engineering Services	95%	Monthly capital expenditure report	Last Value	Percentage	60%	0.00%	R	Project T01/2024 awaiting BAC report and contractor award.	Transformer material already in stores and ready to book out when contractor is appointed	60%	0.00%	R
TL27	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for replacement and repair of electricity networks by 30 June 2024	Percentage (%) of the approved budget spent	Director: Engineering Services	95%	Monthly capital expenditure report	Last Value	Percentage	60%	19.55%	R	Project T45/2023 to replace copper overhead lines with Aluminium is underway. While it was peak production season for Agriculture, it was a challenge to arrange outages to restring the lines. Copper theft continues and it disrupts our project shedule	Continue with lines where we can arrange outages. Try to use contractor to replace line where theft occurred	60%	19.55%	R
TL28	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for replacement of electricity meters by 30 June 2024	Percentage (%) of the approved budget spent	Director: Engineering Services	95%	Monthly capital expenditure report	Last Value	Percentage	60%	72.90%	G2			60%	72.90%	G2
TL29	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to replace 66Kv transformers at Robertsons main substation by 30 June 2024	Percentage (%) of the approved budget spent	Director: Engineering Services	95%	Monthly capital expenditure report	Last Value	Percentage	60%	0.00%	R	Project re-advertised as T20/2024. Tender closes 3 May 2024. Funding in this FY is insufficient and project will be executed over multiple FY's.	Continue with procurement process to get Service Provider appointed. Unspent funding will be requested to be rolled over to next FY and project will be split across FY's	60%	0.00%	R
TL30	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to purchase skips for transfer stations by 30 June 2024	Percentage (%) of the approved budget spent	Director: Engineering Services	95%	Monthly capital expenditure report	Last Value	Percentage	60%	0.00%	R	The tender was awarded and the appeal period was done  Currently awaiting for the order to be issued to the service provider	Will monitor the project on a weekly basis to ensure that the service provide keeps to the schedule	60%	0.00%	R

Internal Ref / Indicator Code	Responsible Directorate	Strategic Objective	KPI Name	Description of Unit of Measurement	Responsible Owner	Baseline	Source of Evidence	Calculation Type	Target Type	Quarter ending March 2024						Overall Performance for Quarter ending March 2024 to Quarter ending March 2024		
										Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R	
TL32	Financial Services	SO2: Provide infrastructure for sustainable and affordable basic services	Provide water to the formal residential properties that are connected to the municipal water infrastructure network as at 30 June 2024	Number of formal residential properties connected to the water infrastructure network and provided with water	Director: Financial Services	15 000	MUN837 report from the Promun financial system	Last Value	Number	14 500	14 750	G2			14 500	14 750	G2	
TL33	Financial Services	SO2: Provide infrastructure for sustainable and affordable basic services	Provide electricity to the formal residential properties connected to the municipal electrical infrastructure network as at 30 June 2024	Number of formal residential properties connected to the electrical infrastructure network and provided with electricity	Director: Financial Services	19 000	MUN837 report from the Promun financial system	Last Value	Number	16 800	18 515	G2			16 800	18 515	G2	
TL34	Financial Services	SO2: Provide infrastructure for sustainable and affordable basic services	Provide waste water services (sanitation/sewerage) to the formal residential properties connected to the municipal waste water network service as at 30 June 2024, irrespective of the number of water closets (toilets) and which are billed for sanitation/sewerage	Number of formal residential properties connected to the municipal waste water (sanitation/sewerage) services and are provided with sanitation/sewerage services	Director: Financial Services	15 000	MUN837 report from the Promun financial system	Last Value	Number	14 500	15 343	G2			14 500	15 343	G2	
TL35	Financial Services	SO2: Provide infrastructure for sustainable and affordable basic services	Provide refuse removal once per week to formal residential properties which are billed for refuse removal as at 30 June 2024	Number of residential properties which are billed for refuse removal	Director: Financial Services	15 000	MUN837 report from the Promun financial system	Last Value	Number	14 500	16 014	G2			14 500	16 014	G2	
TL36	Financial Services	SO2: Provide infrastructure for sustainable and affordable basic services	Provide free basic water to indigent households as at 30 June 2024	Number of indigent households provided with free basic water	Director: Financial Services	7 000	MUN837 report from the Promun financial system	Reverse Last Value	Number	7 000	6 155	B			7 000	6 155	B	
TL37	Financial Services	SO2: Provide infrastructure for sustainable and affordable basic services	Provide free basic electricity to indigent households as at 30 June 2024	Number of indigent households provided with free basic electricity	Director: Financial Services	7 000	MUN837 report from the Promun financial system	Reverse Last Value	Number	7 000	6 201	B			7 000	6 201	B	
TL38	Financial Services	SO2: Provide infrastructure for sustainable and affordable basic services	Provide free basic sanitation to indigent households as at 30 June 2024	Number of indigent households provided with free basic sanitation services	Director: Financial Services	7 000	MUN837 report from the Promun financial system	Reverse Last Value	Number	7 000	6 163	B			7 000	6 163	B	
TL39	Financial Services	SO2: Provide infrastructure for sustainable and affordable basic services	Provide free basic refuse removal to indigent households as at 30 June 2024	Number of indigent households provided with free basic refuse removal services	Director: Financial Services	7 000	MUN837 report from the Promun financial system	Reverse Last Value	Number	7 000	6 167	B			7 000	6 167	B	
TL54	Strategy & Social Development	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade ICT infrastructure and general ICT needs by 30 June 2024	Percentage (%) of the approved budget spent	Director: Strategy & Social Development	95%	Monthly capital expenditure report	Last Value	Percentage	60%	35.91%	R	General ICT Needs Vote: The overall budget amount for this vote is R 1 547 295.00 with expenditure currently at sixty percent (60%). There are currently active purchase orders committed to the value of R 621 348.63. These are as a result of Tender 49/2023 for Supply and Delivery of Backup Power Supplies with an ETA of 10th April 2024. The other commitment is to Tender 29/2022 for Supply and Delivery of IT Equipment due to outstanding equipment that had to be delivered. Upgrade ICT Infrastructure Vote: The overall budget amount for this vote is R 2 889 891.00 with expenditure currently at fourteen percent (14%). There is currently an active purchase order committed to the value of R 485 219.14. This is as a result of Tender 48/2023 for Supply and Delivery of Wireless Network Equipment with an ETA of 2nd April 2024. The other commitment is to Tender 10/2024 for Supply and Delivery of Network Switches which closed on advert, 8th	Manager ICT will follow up weekly on the delivery of T 48 and T 49. Will follow up with CFO on the delayed awarding of T 10	60%	35.91%	R	
TL55	Strategy & Social Development	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to purchase generators and equipment 30 June 2024	Percentage (%) of the approved budget spent	Director: Strategy & Social Development	95%	Monthly capital expenditure report	Last Value	Percentage	60%	18.92%	R	Machinery and Equipment Generators Vote: The overall budget amount for this vote is R 1 984 373.00 with expenditure currently at fourteen percent (19%). There is currently an active purchase order committed to the value of R 204 723.83. This is as a result of Tender 30/2022 for Supply, Delivery, and Installation of Standby Power Generators which had outstanding installation of Remote Monitoring Modules. The other commitment is to Tender 50/2024 for Supply and Delivery of Standby Generators which closed on advert, 8th December 2023, and is currently in the process being awarded having passed the Bid Adjudication Committee.	It is intended that the Tender 50/2024 will be awarded and committed by end FY 2023/24.	60%	18.92%	R	

Internal Ref / Indicator Code	Responsible Directorate	Strategic Objective	KPI Name	Description of Unit of Measurement	Responsible Owner	Baseline	Source of Evidence	Calculation Type	Target Type	Quarter ending March 2024						Overall Performance for Quarter ending March 2024 to Quarter ending March 2024		
										Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R	
TL57	Community Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade parks by 30 June 2024	Percentage (%) of the approved budget spent	Director: Community Services	95%	Monthly capital expenditure report	Last Value	Percentage	0%	0.00%	N/A			0%	0.00%	N/A	
TL58	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the replacement of Breede river pumps by 30 June 2024	Percentage (%) of the approved budget spent	Director: Engineering Services	95%	Monthly capital expenditure report	Last Value	Percentage	0%	0.00%	N/A			0%	0.00%	N/A	
TL59	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to repair McGregor sewer plant by 30 June 2024	Percentage (%) of the approved budget spent	Director: Engineering Services	95%	Monthly capital expenditure report	Last Value	Percentage	0%	45.32%	B			0%	45.32%	B	
TL60	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the replacement of pumpstation in Montagu by 30 June 2024	Percentage (%) of the approved budget spent	Director: Engineering Services	95%	Monthly capital expenditure report	Last Value	Percentage	0%	0.00%	N/A			0%	0%	N/A	
TL61	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the replacement of Ashton train bridge pumpstation and fencing by 30 June 2024	Percentage (%) of the approved budget spent	Director: Engineering Services	95%	Monthly capital expenditure report	Last Value	Percentage	0%	0.00%	N/A			0%	0%	N/A	
TL62	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the installation of new telemetry system at Bonnievale sewerage pumpstation by 30 June 2024	Percentage (%) of the approved budget spent	Director: Engineering Services	95%	Monthly capital expenditure report	Last Value	Percentage	0%	92.10%	B			0%	92.10%	B	
TL63	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the installation of high mast lighting by 30 June 2024	Percentage (%) of the approved budget spent	Director: Engineering Services	95%	Monthly capital expenditure report	Last Value	Percentage	0%	0.00%	N/A			0%	0.00%	N/A	
TL64	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the replacement and repair of streetlights by 30 June 2024	Percentage (%) of the approved budget spent	Director: Engineering Services	95%	Monthly capital expenditure report	Last Value	Percentage	0%	96.95%	B			0%	96.95%	B	
TL65	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 60% of the budget allocated to repair flood damaged road and stormwater infrastructure in Montagu by 30 June 2024	Percentage (%) of the approved budget spent	Director: Engineering Services	60%	Monthly capital expenditure report	Last Value	Percentage	0%	0.00%	N/A			0%	0.00%	N/A	

Summary of Results: SO2: Provide infrastructure for sustainable and affordable basic services

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	11
R	KPI Not Met	0% <= Actual/Target <= 74.999%	15
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	1
G	KPI Met	Actual meets Target (Actual/Target = 100%)	0
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	7
B	KPI Extremely Well Met	150.000% <= Actual/Target	8
	Total KPIs:		42

SO3:Promote a safe and secure environment

Internal Ref / Indicator Code	Responsible Directorate	Strategic Objective	KPI Name	Description of Unit of Measurement	Responsible Owner	Baseline	Source of Evidence	Calculation Type	Target Type	Quarter ending March 2024					Overall Performance for Quarter ending March 2024 to Quarter ending March 2024		
										Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL2	Community Services	SO3:Promote a safe and secure environment	Complete the construction of the Robertson Firestation by 30 June 2024	Project completed	Director: Community Services	95	Practical completion certificate	Last Value	Number	0	0	N/A			0	0	N/A
TL56	Community Services	SO3:Promote a safe and secure environment	Spend 95% of the budget allocated to install smoke alarms by 30 June 2024	Percentage (%) of the approved budget spent	Director: Community Services	95%	Monthly capital expenditure report	Last Value	Percentage	0%	0.00%	N/A			0%	0.00%	N/A

Summary of Results: SO3:Promote a safe and secure environment

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	2
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:		2

SO4: Promote and facilitate investment and local economic development

Internal Ref / Indicator Code	Responsible Directorate	Strategic Objective	KPI Name	Description of Unit of Measurement	Responsible Owner	Baseline	Source of Evidence	Calculation Type	Target Type	Quarter ending March 2024						Overall Performance for Quarter ending March 2024 to Quarter ending March 2024		
										Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R	
TL50	Strategy & Social Development	SO4: Promote and facilitate investment and local economic development	Create job opportunities through the Expanded Public Works Programme (EPWP) by 30 June 2024	Number of job opportunities created through EPWP	Director: Strategy & Social Development	400	Signed appointment contracts	Accumulative	Number	150	312	B			150	312	B	
TL53	Strategy & Social Development	SO4: Promote and facilitate investment and local economic development	Complete the upgrade of the informal trading areas in Robertson by 30 June 2024	Number of upgrades completed	Director: Strategy & Social Development	2	Practical completion certificate	Last Value	Number	0	0	N/A			0	0	N/A	

Summary of Results: SO4: Promote and facilitate investment and local economic development

Internal Ref / Indicator Code	Responsible Directorate	Strategic Objective	KPI Name	Description of Unit of Measurement	Responsible Owner	Baseline	Source of Evidence	Calculation Type	Target Type	Quarter ending March 2024					Overall Performance for Quarter ending March 2024 to Quarter ending March 2024		
										Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.		1													
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		1													
	Total KPIs:			2													

SO5: Provide sustainable financial management

Internal Ref / Indicator Code	Responsible Directorate	Strategic Objective	KPI Name	Description of Unit of Measurement	Responsible Owner	Baseline	Source of Evidence	Calculation Type	Target Type	Quarter ending March 2024					Overall Performance for Quarter ending March 2024 to Quarter ending March 2024		
										Target	Actual	R	Performance Comment	Corrective Measures	Target	Actual	R
TL40	Financial Services	SO5: Provide sustainable financial management	Financial viability measured in terms of the municipality's ability to meet its service debt obligations as at 30 June 2024	Percentage (%) of debt coverage	Director: Financial Services	45%	Annual financial statements	Reverse Last Value	Percentage	0%	0.00%	N/A			0%	0.00%	N/A
TL41	Financial Services	SO5: Provide sustainable financial management	Financial viability measured in terms of the outstanding service debtors as at 30 June 2024	Percentage (%) of outstanding service debtors	Director: Financial Services	12%	Annual financial statements	Reverse Last Value	Percentage	0%	0.00%	N/A			0%	0.00%	N/A
TL42	Financial Services	SO5: Provide sustainable financial management	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2024	Number of months operational expenditure covered by available cash	Director: Financial Services	2	Annual financial statements	Last Value	Number	2.2	3.96	B			2.2	3.96	B
TL44	Financial Services	SO5: Provide sustainable financial management	Achieve a debtor payment percentage of 95% as at 30 June 2024	Payment % achieved	Director: Financial Services	95%	Annual financial statements	Last Value	Percentage	85%	99.68%	G2			85%	99.68%	G2
TL45	Financial Services	SO5: Provide sustainable financial management	Maintain the asset register in terms of GRAP standards (No more than four (4) material findings)	No more than four (4) material findings in the external Audit report on non-compliance with GRAP	Director: Financial Services	0	Auditor General audit report	Reverse Last Value	Number	0	0	N/A			0	0	N/A
TL47	Financial Services	SO5: Provide sustainable financial management	Submit the final budget to Council for approval by 31 May 2024	Final budget submitted to Council for approval	Director: Financial Services	0	Approved annual budget and minutes of the council meeting where the budget was approved	Last Value	Number	0	0	N/A			0	0	N/A
TL48	Office of the Municipal Manager	SO5: Provide sustainable financial management	The percentage of the municipal capital budget spent on projects as at 30 June 2024	Percentage (%) of capital budget spent	Municipal Manager	90%	Monthly section 71 reports submitted and annual financial statements	Last Value	Percentage	60%	44.05%	R	Most tenders were awarded	On a weekly basis the directors have to report to MM at SMT meeting	60%	44.05%	R

Summary of Results: SO5: Provide sustainable financial management

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	4
R	KPI Not Met	0% <= Actual/Target <= 74.999%	1
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%	1
B	KPI Extremely Well Met	150.000% <= Actual/Target	1
	Total KPIs:		7

Overall Summary of Results

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	26
R	KPI Not Met	0% <= Actual/Target <= 74.999%	16
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	1
G	KPI Met	Actual meets Target (Actual/Target = 100%)	1
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	8
B	KPI Extremely Well Met	150.000% <= Actual/Target	11
	Total KPIs:		63

Report generated on 17 April 2024 at 15:32.