

AMENDED 2024/2025

TOP LEVEL SDBIP

SERVICE DELIVERY AND BUDGET
IMPLEMENTATION PLAN

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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.

STRATEGIC DIRECTION OF COUNCIL

Vision

To create a safe and healthy environment for delivering sustainable quality services

Mission

An efficient and cost-effective municipality for good governance, sustainable services, safe and secure environment, sound financial management and a conducive environment for local economic development

Strategic objectives

1. Ensure efficient administration for good governance
2. Provide infrastructure for sustainable and affordable basic services
3. Promote a safe and secure environment
4. Promote and facilitate investment and local economic development
5. Provide sustainable financial management

PREPARATION OF THE SDBIP

The Top Layer KPI's must be prepared based on the following:

- 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.

UPDATE AND REPORTING ON TOP LEVEL SDBIP

The Top Level SDBIP is updated automatically with the actual results reported in the departmental SDBIP. The municipality utilises an electronic web-based system on which KPI owners update actual performance on a monthly basis. It is the responsibility of each KPI owner to maintain a Portfolio of Evidence to support actual performance updated on the system.

The web-based system sends automated e-mails to all KPI owners and users as a reminder to ensure that all staff responsible for updating their actual performance against key performance targets as set by the 16th of every month for the previous month's performance. Where targets were not met or achieved as set in terms of the SDBIP, corrective actions and measures are identified to address poor performance.

QUARTERLY REVIEWS

On a quarterly basis, the Executive Mayor should engage in an intensive review of municipal performance against both the directorate's scorecards and the municipal scorecard, as reported by the Municipal Manager. These reviews will take place in October (for the period July to end of September), January (for the period October to the end of December), April (for the period January to the end of March) and July (for the period April to the end of June).

The review in January will coincide with the mid-year performance assessment as per section 72 of the Municipal Finance Management Act. Section 72 determines that by 25 January of each year the accounting officer must assess the performance of the municipality and report to the Council on inter alia its service delivery performance during the first half of the financial year and the service delivery targets and performance indicators set in the service delivery and budget implementation plan.

Many of the indicators in the municipal scorecard will only be measurable on an annual basis. The quarterly reviews should thus culminate in a comprehensive annual review of performance in terms of all the scorecards.

The Executive Mayor will need to ensure that targets committed to in the municipal scorecard are being met, where they are not, that satisfactory and sufficient reasons are provided and that the corrective action being proposed is sufficient to address the poor performance.

The review should also focus on reviewing the systematic compliance to the performance management system, by directorates, departments, Portfolio Councillors and the Municipal Manager. The review will also include:

- An evaluation of the validity and suitability of the Key Performance Indicators and recommending must any changes
- An evaluation of the annual and 5-year targets to determine whether the targets are overstated or understated. These changes need to be considered.
- Changes to KPI's and 5-year targets for submission to council for approval. (The reason for this is that the original KPI's and 5-year targets would have been published with the IDP, which would have been approved and adopted by council at the beginning of the financial year.)
- An analysis to determine whether the Municipality is performing adequately or under- performing.

It is important that the Executive Mayor not only pay attention to poor performance but also to good performance.

COUNCIL REVIEWS

At least annually, the Executive Mayor will be required to report to the full council on the overall municipal performance. It is proposed that this reporting take place using the municipal scorecard in an annual performance report format as per the Municipal Systems Act. The said annual performance report will form part of the municipality's Annual Report as per section 121 of the Municipal Finance Management Act.

AMENDMENTS TO THE TOP LAYER KPI'S

KPI's can only be amended after the mid-year assessment and/or after the adjustment budget has been approved. KPI's should be adjusted to be aligned with the adjustment estimate (incl. capital projects) and the reason for the adjustment in the indicator / target should be submitted in a report to Council. The KPI's can only be changed on the system after Council approval has been obtained.

KEY PERFORMANCE INDICATORS TO BE AMENDED – TOP LEVEL SDBIP (2024 / 2025) (DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)

Purpose of the Report

To submit a report to the Council to consider the amendment of KPIs to the 2024 / 2025 Top Level SDBIP (Service Delivery Budget Implementation Plan).

Background

The adjustment budget was compiled and submitted to the Council on for consideration.

Legal Framework

Section 28 of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) stipulates as follows:

Municipal adjustments budgets

28. (1) A municipality may revise an approved annual budget through an adjustments budget.
 (2) An adjustments budget —
- (a) must adjust the revenue and expenditure estimates downwards if there is material under-collection of revenue during the budget year.
 - (b) may appropriate additional revenues that have become available, over and above those anticipated in the annual budget, but only to revise or accelerate spending programmes already budgeted for.
 - (c) may, within a prescribed framework, authorise unforeseeable and unavoidable expenditure recommended by the mayor of the municipality.
 - (d) may authorise the utilisation of projected savings in one vote towards spending under another vote.
 - (e) may authorise the spending of funds that were unspent at the end of the financial year preceding the budget year, where the under-spending could not reasonably have been foreseen at the time when the annual budget for the budget year was approved by the council.
 - (f) may correct any errors in the annual budget; and
 - (g) may provide for any other expenditure within a prescribed framework.

S54 “Budgetary Control and early identification of financial problems”

On receipt of a statement or report submitted by the Accounting Officer of the municipality in terms of S71 and 72 the mayor must: -

- (a) Consider the report.
- (b) Check whether the municipality's approved budget is implemented in
 Accordance with the service delivery and budget implementation plan.
- (c) **Consider and, if necessary, make any revisions to the service delivery and budget implementation plan, provided that revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of the council following approval of an adjustments budget.**
- (d) Issue any appropriate instructions to the accounting officer to ensure-
 - (i) That the budget is implemented in accordance with the service delivery and budget implementation plan; and
 - (ii) That spending of funds and revenue collection proceed in accordance with the budget.

Comments

The Executive Mayor approved the 2024/25 TOP LAYER SDBIP on 07th June 2024.

The capital expenditure projects were amended and the following changes were made in the adjustment budget, please see the amended TL SDBIP for 2024/2025.

Recommendation

That Council approves the proposed amendments of the Top Level KPI's as encapsulated in the amended 2024/2025 Top layer SDBIP

This item served before an Ordinary Meeting of Council on 18 September 2024

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 18 September 2024

Eenparig Besluit / Unanimously Resolved

That Council approves the proposed amendments of the Top Level KPI's as encapsulated in the amended 2024/2025 Top layer SDBIP

AMENDED 2024/2025 TOP LAYER SDBIP

Ref	Department	Strategic Objective	Key Performance Indicator	Unit of measurement	Ward	KPI Owner	Baseline	Portfolio of Evidence	Target Type	Annual Target	Q1	Q2	Q3	Q4	Motivation for Amendments
1	Community Services	SO2: Provide infrastructure for sustainable and affordable basic services	Review the Human Settlement Plan and submit to Council for approval by 31 March 2025	Reviewed plan submitted to Council for approval	All	Director: Community Services	1	Agenda of the Council meeting	Number	1	0	0	1	0	
2	Community Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade flooding lights at King Edward sportfield by 30 June 2025	Percentage (%) of the approved budget spent	7.12	Director: Community Services	95.00%	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	
3	Community Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade boundary wall at Cogmanskloof and Van Zyl Street sportsfield by 30 June 2025	Percentage (%) of the approved budget spent	9	Director: Community Services	95.00%	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	
4	Community services	SO3: Promote a safe and secure environment	Purchase fully equipped firefighting vehicle by 30 June 2025	Number of vehicles purchased	All	Director: Community Services	New KPI	Delivery note	Number	1	0	0	0	1	
New KPI	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 2025	Percentage (%) of the approved budget spent	All	Director: Community Services	95.00%	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	Roll-over Project
New KPI	Community Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade parks by 30 June 2025	Percentage (%) of the approved budget spent	All	Director: Community Services	95.00%	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	Roll-over Project
5	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 2025	Percentage (%) of municipality's training budget actually spent	All	Director: Corporate Services	1.00%	PROMUN financial system Annual Budget Variance report (Refer to Promun skills levy vote number)	Percentage	1.00%	0.00%	0.00%	0.00%	1.00%	

Ref	Department	Strategic Objective	Key Performance Indicator	Unit of measurement	Ward	KPI Owner	Baseline	Portfolio of Evidence	Target Type	Annual Target	Q1	Q2	Q3	Q4	Motivation for Amendments
6	Corporate Services	SO1: Ensure efficient administration for good governance	Limit vacancy rate to 15% of budgeted posts by 30 June 2025	Percentage (%) of vacancy rate	All	Director: Corporate Services	New KPI	Advertisement Process Excel Sheet	Percentage	15%	15.00%	15.00%	15.00%	15.00%	
7	Corporate Services	SO1: Ensure efficient administration for good governance	Number of people from the EE target groups employed by 30 June 2025 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 2025	All	Director: Corporate Services	1	Appointment letter and approval dates for the filling of the vacancy	Number	1	0	0	0	1	
8	Corporate Services	SO1: Ensure efficient administration for good governance	Review the Organisational Structure and submit to Council for approval by 31 May 2025	Reviewed Structure submitted to Council for approval	All	Director: Corporate Services	1	Agenda of the Council meeting	Number	1	0	0	0	1	
9	Corporate Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade testing yard for driving licences by 30 June 2025	Percentage (%) of the approved budget spent	All	Director: Corporate Services	New KPI	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	
10	Corporate Services	SO1: Ensure efficient administration for good governance	Spend 95% of the budget allocated to upgrade municipal offices by 30 June 2025	Percentage (%) of the approved budget spent	All	Director: Corporate Services	New KPI	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	
11	Corporate Services	SO3: Promote a safe and secure environment	Appoint a service provider for the provision of security services by 30 September 2025	Service provider appointed	All	Director: Strategy & Social Development	New KPI	Appointment letter	Number	1.00	1.00	0.00	0.00	0.00	
12	Economic, Social and Integrated Development Services	SO4: Promote and facilitate investment and local economic development	Create job opportunities through the Expanded Public Works Programme (EPWP) by 30 June 2025	Number of job opportunities created through EPWP	All	Director: Strategy & Social Development	400	Signed appointment contracts	Number	400	150	50	150	50	
13	Economic, Social and Integrated Development Services	SO1: Ensure efficient administration for good governance	Submit reviewed IDP to Council by 31 May 2025	Reviewed IDP submitted to council	All	Director: Strategy & Social Development	1	Reviewed IDP and Minutes of Council meeting during which IDP was discussed	Number	1	0	0	0	1	
14	Economic, Social and Integrated Development Services	SO1: Ensure efficient administration for good governance	Submit the Oversight Report to Council by 31 March 2025	Oversight report submitted to Council by 31 March 2025	All	Director: Strategy & Social Development	1	Draft Annual Report and Minutes of Council meeting during which report was discussed	Number	1	0	0	1	0	
15	Economic, Social and Integrated Development Services	SO4: Promote and facilitate investment and local economic development	Spend 95% of the budget allocated for a connected Langeberg by 30 June 2025	Percentage (%) of the approved budget spent	All	Director: Strategy & Social Development	95.00%	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	
16	Economic, Social and Integrated Development Services	SO1: Ensure efficient administration for good governance	Spend 95% of the budget allocated for a Two-Way Digital Radio Communication Network by 30 June 2025	Percentage (%) of the approved budget spent	All	Director: Strategy & Social Development	95.00%	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	

Ref	Department	Strategic Objective	Key Performance Indicator	Unit of measurement	Ward	KPI Owner	Baseline	Portfolio of Evidence	Target Type	Annual Target	Q1	Q2	Q3	Q4	Motivation for Amendments
New KPI	Economic, Social and Integrated Development Services	SO4: Promote and facilitate investment and local economic development	Complete the upgrade of the informal trading areas in Robertson by 31 December 2024	Number of upgrades completed	All	Director: Economic, Social and Integrated Development Services	1	Practical completion certificate	Number	1	0	1	0	0	Roll-over Project
17	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Limit unaccounted electricity to less than 7.5% as at 30 June 2025	Percentage (%) unaccounted electricity captured in the report	All	Director: Engineering Services	7.50%	Electricity losses report generated from an Excel database maintained for the calculation of the electricity losses	Percentage	7.50%	7.50%	7.50%	7.50%	7.50%	
18	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	All	Director: Engineering Services	95.00%	Monthly Lab results	Percentage	95.00%	95.00%	95.00%	95.00%	95.00%	
19	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Limit unaccounted water to less than 20% as at 30 June 2025	Percentage (%) of unaccounted water captured in the report	All	Director: Engineering Services	20.00%	Water Losses Excel database maintained by the Senior Manager: Civil Engineering Services	Percentage	20.00%	20.00%	20.00%	20.00%	20.00%	
20	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	All	Director: Engineering Services	80.00%	Monthly Lab results	Percentage	80.00%	80.00%	80.00%	80.00%	80.00%	
21	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Purchase four (4) digger loaders by 30 June 2025	Number of diggers purchased	All	Director: Engineering Services	New KPI	Delivery note	Number	4	0	0	0	4	
22	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to install fencing and cameras at the pumpstations and reservoirs of the WTW and WWTW by 30 June 2025	Percentage (%) of the approved budget spent	All	Director: Engineering Services	New KPI	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	
23	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the Installation of 1ton chlorine gas dosing at all WTW by 30 June 2025	Percentage (%) of the approved budget spent	All	Director: Engineering Services	New KPI	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	
24	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the construction of a new WTW in McGregor by 30 June 2025	Percentage (%) of the approved budget spent	All	Director: Engineering Services	New KPI	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	

Ref	Department	Strategic Objective	Key Performance Indicator	Unit of measurement	Ward	KPI Owner	Baseline	Portfolio of Evidence	Target Type	Annual Target	Q1	Q2	Q3	Q4	Motivation for Amendments
25	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the replacement of the siphon pipeline from the Robertson canal to Gumgrove Dam by 30 June 2025	Percentage (%) of the approved budget spent	All	Director: Engineering Services	New KPI	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	
26	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the replacement of the water pipe (Bonnievale main supply to Lactalis, Bonnievale Winery and Uitsig) by 30 June 2025	Percentage (%) of the approved budget spent	All	Director: Engineering Services	New KPI	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	
27	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the replacement of the sewer pipe (Nkqubela) by 30 June 2025	Percentage (%) of the approved budget spent	All	Director: Engineering Services	New KPI	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	
28	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the paving of Barlinka Street in Montagu by 30 June 2025	Percentage (%) of the approved budget spent	All	Director: Engineering Services	New KPI	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	
29	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the upgrade of Ashton roads (Alwyn st, Industrial/ area, Zolani curbs) by 30 June 2025	Percentage (%) of the approved budget spent	All	Director: Engineering Services	New KPI	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	
30	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the Installation of 1ton chlorine gas dosing at all WWTW by 30 June 2025	Percentage (%) of the approved budget spent	All	Director: Engineering Services	New KPI	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	
31	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade Robertson WWTW by 30 June 2025	Percentage (%) of the approved budget spent	1;2; 3; 6; 11	Director: Engineering Services	95.00%	Monthly capital expenditure report	Percentage	95.00%	10.00%	40.00%	60.00%	95.00%	
32	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade Robertson transfer station roof by 30 June 2025	Percentage (%) of the approved budget spent	1;2; 3; 6; 11	Director: Engineering Services	New KPI	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	
33	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Purchase a roll-on roll-off truck by 30 June 2025	Number of roll on roll off truck purchased	All	Director: Engineering Services	New KPI	Delivery note	Number	1	0	0	0	1	
34	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade public drop-off in McGregor by 30 June 2025	Percentage (%) of the approved budget spent	5	Director: Engineering Services	New KPI	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	

Ref	Department	Strategic Objective	Key Performance Indicator	Unit of measurement	Ward	KPI Owner	Baseline	Portfolio of Evidence	Target Type	Annual Target	Q1	Q2	Q3	Q4	Motivation for Amendments
35	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade McGregor low-water bridge road by 30 June 2025	Percentage (%) of the approved budget spent	5	Director: Engineering Services	New KPI	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	
36	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Purchase a jetting tanker truck by 30 June 2025	Jetting tanker truck purchased	All	Director: Engineering Services	New KPI	Delivery note	Number	1	0	0	0	1	
37	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 2025	Percentage (%) of the approved budget spent	All	Director: Engineering Services	95.00%	Monthly capital expenditure report	Percentage	95.00%	10.00%	30.00%	70.00%	95.00%	
38	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 2025	Percentage (%) of the approved budget spent	All	Director: Engineering Services	95.00%	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	
39	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the electrification by 30 June 2025	Percentage (%) of the approved budget spent	All	Director: Engineering Services	95.00%	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	
New KPI	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to purchase generators for WTW and pumps by 31 December 2024	Percentage (%) of the approved budget spent	All	Director: Engineering Services	95.00%	Monthly capital expenditure report	Percentage	95.00%	40.00%	95.00%	0.00%	0.00%	Roll-over Project
New KPI	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade weir diversion in Nkqubela by 31 December 2024	Percentage (%) of the approved budget spent	All	Director: Engineering Services	95.00%	Monthly capital expenditure report	Percentage	95.00%	40.00%	95.00%	0.00%	0.00%	Roll-over Project

Ref	Department	Strategic Objective	Key Performance Indicator	Unit of measurement	Ward	KPI Owner	Baseline	Portfolio of Evidence	Target Type	Annual Target	Q1	Q2	Q3	Q4	Motivation for Amendments
New KPI	Engineering Services	SO2: Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to replace 66Kv transformers at Robertson's main substation by 30 June 2025	Percentage (%) of the approved budget spent	All	Director: Engineering Services	95.00%	Monthly capital expenditure report	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	Roll-over Project
New KPI	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 31 December 2024	Percentage (%) of the approved budget spent	All	Director: Engineering Services	95.00%	Monthly capital expenditure report	Percentage	95.00%	40.00%	95.00%	0.00%	0.00%	Roll-over Project
40	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 of 30 June 2025	Number of formal residential properties connected to the water infrastructure network and provided with water	All	Director: Financial Services	15000	MUN837 report from the Promun financial system	Number	14500	14500	14500	14500	14500	
41	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 2025	Number of formal residential properties connected to the electrical infrastructure network and provided with electricity	All	Director: Financial Services	19000	MUN837 report from the Promun financial system	Number	16800	16800	16800	16800	16800	
42	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 2025, 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	All	Director: Financial Services	14500	MUN837 report from the Promun financial system	Number	14500	14500	14500	14500	14500	
43	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 2025	Number of residential properties which are billed for refuse removal	All	Director: Financial Services	14500	MUN837 report from the Promun financial system	Number	14500	14500	14500	14500	14500	
44	Financial Services	SO2: Provide infrastructure for sustainable and affordable basic services	Provide free basic water to indigent households as at 30 June 2025	Number of indigent households provided with free basic water	All	Director: Financial Services	7000	MUN837 report from the Promun financial system	Number	7000	7000	7000	7000	7000	
45	Financial Services	SO2: Provide infrastructure for sustainable and affordable basic services	Provide free basic electricity to indigent households as at 30 June 2025	Number of indigent households provided with free basic electricity	All	Director: Financial Services	7000	MUN837 report from the Promun financial system	Number	7000	7000	7000	7000	7000	
46	Financial Services	SO2: Provide infrastructure for sustainable and affordable basic services	Provide free basic sanitation to indigent households as at 30 June 2025	Number of indigent households provided with free basic sanitation services	All	Director: Financial Services	7000	MUN837 report from the Promun financial system	Number	7000	7000	7000	7000	7000	
47	Financial Services	SO2: Provide infrastructure for sustainable and affordable basic services	Provide free basic refuse removal to indigent households as at 30 June 2025	Number of indigent households provided with free basic refuse removal services	All	Director: Financial Services	7000	MUN837 report from the Promun financial system	Number	7000	7000	7000	7000	7000	

Ref	Department	Strategic Objective	Key Performance Indicator	Unit of measurement	Ward	KPI Owner	Baseline	Portfolio of Evidence	Target Type	Annual Target	Q1	Q2	Q3	Q4	Motivation for Amendments
48	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 2025	Percentage (%) of debt coverage	All	Director: Financial Services	45.00%	Annual financial statements	Percentage	25.00%	0.00%	0.00%	0.00%	25.00%	
49	Financial Services	SO5: Provide sustainable financial management	Financial viability measured in terms of the outstanding service debtors as at 30 June 2025	Percentage (%) of outstanding service debtors	All	Director: Financial Services	12.00%	Annual financial statements	Percentage	12.00%	0.00%	0.00%	0.00%	12.00%	
50	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 2025	Number of months operational expenditure covered by available cash	All	Director: Financial Services	2	Annual financial statements	Number	2.2	2.2	2.2	2.2	2.2	
51	Financial Services	SO1: Ensure efficient administration for good governance	Submit the Annual Financial Statements to the Auditor-General by 31 August 2024	Annual Financial Statements submitted to Auditor-General	All	Director: Financial Services	1	Proof of submission	Number	1	1	0	0	0	
52	Financial Services	SO5: Provide sustainable financial management	Achieve a debtor payment percentage of 95% as at 30 June 2025	Payment % achieved	All	Director: Financial Services	95.00%	Annual financial statements	Percentage	95.00%	35.00%	80.00%	85.00%	95.00%	
53	Financial Services	SO1: Ensure efficient administration for good governance	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	All	Director: Financial Services	4	Auditor General audit report	Number	4	0	4	0	0	
54	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	All	Director: Financial Services	4	Auditor General audit report	Number	4	0	4	0	0	
55	Financial Services	SO5: Provide sustainable financial management	Submit the final budget to Council for approval by 31 May 2025	Final budget submitted to Council for approval	All	Director: Financial Services	New KPI	Approved annual budget and minutes of the council meeting where the budget was approved	Number	1	0	0	0	1	
56	Municipal Manager	SO2: Provide infrastructure for sustainable and affordable basic services	The percentage of the municipal capital budget spent on projects as at 30 June 2025	Percentage (%) of capital budget spent	All	Municipal Manager	82.00%	Monthly section 71 reports submitted and annual financial statements	Percentage	95.00%	5.00%	30.00%	55.00%	95.00%	
57	Municipal Manager	SO1: Ensure efficient administration for good governance	Develop a Risk Based Audit Plan and submit to the Audit Committee by 30 June 2025	Developed and submitted Plan	All	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	Number	1	0	0	0	1	

7. Revenue by source for 2024- 2025

Assist	Line Item	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25		TOTAL	Budget	Budget
Ref	200 characters	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number	Number		2024/25	2025/26	2026/27
1800	Property rates	0	100741968	0	0	0	0	0	0	0	0	0	0		100 741 968,00	106 955 586,00	113 169 209,00
300	Service charges - electricity revenue	0	51768488	51768488	51768488	51768488	51768488	51768488	51768488	51768488	51768488	51768488	51768488		569 453 368,00	716 890 019,00	827 291 083,00
400	Service charges - water revenue	0	5469680	5469680	5469680	5469680	5469680	5469680	5469680	5469680	5469680	5469680	5469680		60 166 480,00	69 574 329,00	73 748 787,00
500	Service charges - sanitation revenue	0	2591360	2591360	2591360	2591360	2591360	2591360	2591360	2591360	2591360	2591360	2591360		28 504 960,00	32 962 101,00	34 939 827,00
600	Service charges - refuse revenue	0	2575557	2575557	2575557	2575557	2575557	2575557	2575557	2575557	2575557	2575557	2575557		28 331 127,00	33 379 221,00	36 049 558,00
1400	Rental of facilities and equipment	0	327310	327310	327310	327310	327310	327310	327310	327310	327310	327310	327310		3 600 410,00	4 163 378,00	4 413 182,00
1100	Interest earned - external investments	0	2807482	2807482	2807482	2807482	2807482	2807482	2807482	2807482	2807482	2807482	2807482		30 882 302,00	35 711 173,00	37 853 843,00
0900	Interest earned - outstanding debtors	0	514702	514702	514702	514702	514702	514702	514702	514702	514702	514702	514702		5 661 722,00	6 536 901,00	6 918 398,00
1200	Dividends received	0	0	0	0	0	0	0	0	0	0	0	0		-	-	-
2000	Fines, penalties and forfeits	0	109434	109434	109434	109434	109434	109434	109434	109434	109434	109434	109434		1 203 774,00	1 392 003,00	1 475 523,00
1500	Licences and permits	0	57660	57660	57660	57660	57660	57660	57660	57660	57660	57660	57660		634 260,00	733 442,00	777 448,00
800	Agency services	0	594049	594049	594049	594049	594049	594049	594049	594049	594049	594049	594049		6 534 539,00	7 556 302,00	8 009 680,00
2200	Transfers and subsidies	0	13738083	13738083	13738083	13738083	13738083	13738083	13738083	13738083	13738083	13738083	13738083		151 118 913,00	152 043 000,00	153 083 000,00
2500	Other revenue	0	962920	962920	962920	962920	962920	962920	962920	962920	962920	962920	962920		10 592 120,00	12 248 341,00	12 983 241,00
2600	Gains on disposal of PPE	0	0	0	0	0	0	0	0	0	0	0	2357655		2 357 655,00	-	-
4600	ss - capital (monetary allocations) (National /	0	2418417	2418417	2418417	2418417	2418417	2418417	2418417	2418417	2418417	2418417	2418417		26 602 587,00	30 127 000,00	32 603 000,00
4700	Transfers and subsidies - capital (in-kind - all)	0	0	0	0	0	0	0	0	0	0	0	0		-	-	-
X	TOTAL	R 91 307 981	R 91 307 981	R 91 307 981	R 91 307 981	R 91 307 981	R 91 307 981	R 91 307 981	R 91 307 981	R 91 307 981	R 91 307 981	R 91 307 981	R 91 307 981		1 026 386 185,00	1 210 272 796,00	1 343 315 779,00

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