

**EXPENDITURE ON 2024/2025 BUDGET MEASURED BY THE TOP LEVEL SDBIP FOR THE FIRST QUARTER
(DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)**

Purpose of the report

To submit a report to council on the progress made on the implementation of 2024/2025 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 supporting documentation will be provided separately.

Recommendation

That Council notes the content of the report

This item served before the Executive Mayoral Committee on 23 October 2024

Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 23 Oktober 2024

Recommendation / Aanbeveling

That Council notes the content of the report

This item served before an Ordinary Meeting of Council on 30 October 2024

Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 30 Oktober 2024

Besluit / Resolved

That Council notes the content of the report

(A4796)



2024/2025

QUARTER 1

TOP LEVEL SDBIP REPORTING

SERVICE DELIVERY AND BUDGET
IMPLEMENTATION PLAN

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1. Council resolution

EXPENDITURE ON 2024/2025 BUDGET MEASURED BY THE TOP LEVEL SDBIP FOR THE FIRST QUARTER (DIRECTOR: ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES)

Purpose of the report

To submit a report to council on the progress made on the implementation of 2024/2025 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 supporting documentation will be provided separately.

Recommendation

That Council notes the content of the report

2. Purpose of the report

The purpose of the report is to inform the council regarding the progress made on the implementation of 2024-2025 approved budget as measured by the approved top-level Service Delivery and Budget Implementation Plan (SDBIP).

3. Legislative requirements

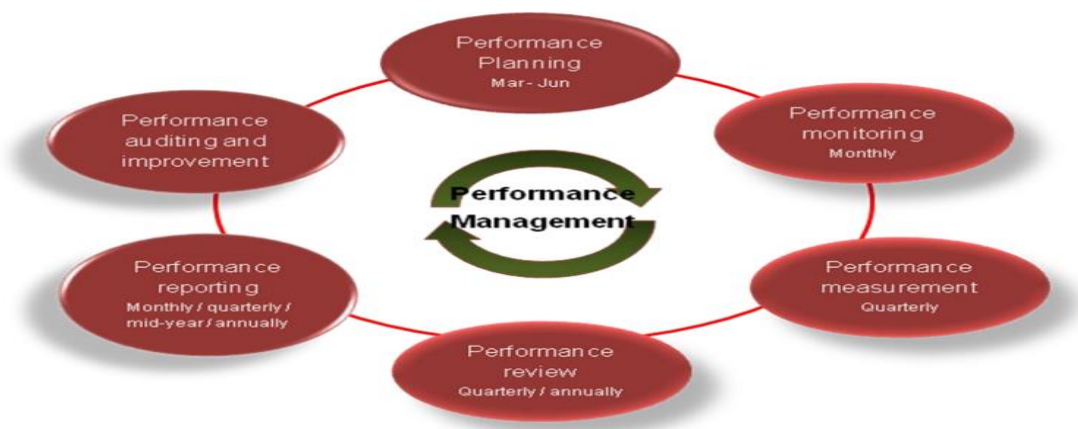
The Municipal System Act (MSA), 2000 requires municipalities to establish a performance management system. Further, the MSA and the Municipal Finance Management Act (MFMA) require the Integrated Development Plan (IDP) to be aligned to the municipal budget and to be monitored for the performance of the budget against the IDP through Service Delivery and the Budget Implementation Plan (SDBIP).

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.

4. Performance management

Performance management is a process that 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.

The following performance management cycles address 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.

5. Implementation of performance management – Top layer SDBIP

5.1. 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.

5.2. 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.

5.3. 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 need 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,

6. Actual performance for the first quarter (01 July- 30 September 2024)

The quarterly top-layer SDBIP reports provide the municipal management an opportunity to analyse performance and address underperformance by putting internal controls to ensure IDP strategic objectives are achieved.

A detailed first-quarter top layer SDBIP of 2024-2025 financial year is provided in annexure A of this report. The performance presented in the report below is subject to change based on the audit of the actual performance outcomes achieved. The final results will be included as part of 2024-2025 Annual Performance Report (as per section 46 (1)(b) of the Municipal systems) and it will be further incorporated as part of 2024-2025 Annual report. (as per section 46 (2) of the Municipal systems)

Annexure A: Quarter 1 Top layer SDBIP (July–September 2024)

Legend					
N/A	R	O	G	G2	B
KPI not yet applicable	KPI not met	KPI almost met	KPI met	KPI well met	KPI extremely well met

KPI Ref. no.	Responsible Directorate	NationalKPA	Strategic Objective	Key performance indicator	Project name	Unit Of Measurement	Ward	Baseline	Annual target	Portfolio Of Evidence	Quarter target	Quarter actual	KPI status	Performance Comments	Corrective measure	Performance Unit's comments	Internal auditor's comments
SO1-Ensure efficient administration for good governance																	
2024/2025-5	Corporate Services	Municipal Transformation and Institutional Development	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 on implementing its workplace skills plan measured as at 30 June	Percentage (%) of municipality's training budget actually spent	Whole Municipality (All)	1,00%	1,00%	PROMUN financial system Annual Budget Variance report (Refer to Promun skills levy vote number)	0,00%		N/A				
2024/2025-6	Corporate Services	Municipal Transformation and Institutional Development	SO1-Ensure efficient administration for good governance	Limit vacancy rate to 15% of budgeted posts by 30 June 2025	Limit vacancy rate to 15% of budgeted posts by 30 June	Percentage (%) of vacancy rate	Whole Municipality (All)	New KPI	15%	Advertisement Process Excel Sheet	15%	4,56%	B				
2024/2025-7	Corporate Services	Municipal Transformation and Institutional Development	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	Number of people from the EE target groups employed in the highest 3 levels of management by 30 June 2025	Whole Municipality (All)	1	1	Appointment letter and approval dates for the filling of the vacancy	0		N/A				
2024/2025-8	Corporate Services	Municipal Transformation and Institutional Development	SO1-Ensure efficient administration for good governance	Review the Organisational Structure and submit to Council for approval by 31 May 2025	Review the Organisational Structure and submit to Council for approval by 31 May	Reviewed Structure submitted to Council for approval	Whole Municipality (All)	1	1	Agenda of the Council meeting	0		N/A				
2024/2025-10	Corporate Services	Municipal Transformation and Institutional Development	SO1-Ensure efficient administration for good governance	Spend 95% of the budget allocated to upgrade municipal offices by 30 June 2025	Spend 95% of the budget allocated to upgrade municipal offices by 30 June	Percentage (%) of the approved budget spent	Whole Municipality (All)	New KPI	95,00%	Monthly capital expenditure report	5,00%	0%	R	First Quarter is Planning of Projects and get SCM_processes in place	The Specification Committee met at the Robertson and Montagu offices to finalise the work to be done. The specifications and tender document is now in process to be finalised in order to invite tenders. Target date to start is January 2025		
2024/2025-13	Economic, Social and Integrated Development Services	Good Governance and Public Participation	SO1-Ensure efficient administration for good governance	Submit reviewed IDP to Council by 31 May 2025	Submit reviewed IDP to Council by 31 May	Reviewed IDP submitted to council	Whole Municipality (All)	1	1	Reviewed IDP and Minutes of Council meeting during which IDP was discussed	0	0	N/A				
2024/2025-14	Economic, Social and Integrated Development Services	Good Governance and Public Participation	SO1-Ensure efficient administration for good governance	Submit the Oversight Report to Council by 31 March 2025	Submit the Oversight Report to Council by 31 March	Oversight report submitted to Council by 31 March 2025	Whole Municipality (All)	1	1	Draft Annual Report and Minutes of Council meeting during which report was discussed	0		N/A				
2024/2025-16	Economic, Social and Integrated Development Services	Good Governance and Public Participation	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	Spend 95% of the budget allocated for a Two-Way Digital Radio Communication Network by 30 June	Percentage (%) of the approved budget spent	Whole Municipality (All)	95.00%	95.00%	Monthly capital expenditure report	5,00%	0%	R	The 5% budget spend was not achieved for first quarter of financial year 2024/25.	The procurement is still at the RFQ process. The last RFQ closed on 11 October 2024. Three quotes were received for assessment and forwarded to the SCM department. The specifications have been revised to include installation to check if there will be more market appetite. If still unsuccessful, Regulation 36 of the MFMA Regulations will be explored.		
2024/2025-51	Directorate Financial Services	Good Governance and Public Participation	SO1-Ensure efficient administration for good governance	Submit the Annual Financial Statements to the Auditor-General by 31 August 2024	Submit the Annual Financial Statements to the Auditor-General by 31 August	Annual Financial Statements submitted to Auditor-General	Whole Municipality (All)	1	1	Proof of submission	1	1	G				
2024/2025-53	Directorate Financial Services	Good Governance and Public Participation	SO1-Ensure efficient administration for good governance	Maintain the asset register in terms of GRAP standards (No more than four (4) material findings)	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	Whole Municipality (All)	4	4	Auditor General audit report	0		N/A				
2024/2025-54	Directorate Financial Services	Good Governance and Public Participation	SO1-Ensure efficient administration for good governance	Limit misstatements in the Annual Financial Statements (No more than four (4) material findings)	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	Whole Municipality (All)	4	4	Auditor General audit report	0		N/A				

Legend					
N/A	R	O	G	G2	B
KPI not yet applicable	KPI not met	KPI almost met	KPI met	KPI well met	KPI extremely well met

KPI Ref. no.	Responsible Directorate	NationalKPA	Strategic Objective	Key performance indicator	Project name	Unit Of Measurement	Ward	Baseline	Annual target	Portfolio Of Evidence	Quarter target	Quarter actual	KPI status	Performance Comments	Corrective measure	Performance Unit's comments	Internal auditor's comments
2024/2025-57	Executive & Council	Good Governance and Public Participation	SO1-Ensure efficient administration for good governance	Develop a Risk Based Audit Plan and submit to the Audit Committee by 30 June 2025	Develop a Risk Based Audit Plan and submit to the Audit Committee by 30 June	Developed and submitted Plan	Whole Municipality (All)	1	1	Submission of the Risk Based Audit Plan to MM and Minutes of Audit Committee meeting during which risk based audit plan was discussed	0		N/A				
SO2- Provide infrastructure for sustainable and affordable basic services																	
KPI Ref. no.	Responsible Directorate	NationalKPA	Strategic Objective	Key performance indicator	Project name	Unit Of Measurement	Ward	Baseline	Annual target	Portfolio Of Evidence	Quarter target	Quarter actual	KPI status	Performance Comments	Corrective measure	Performance Unit's comments	Internal auditor's comments
2024/2025-1	Community Services	Basic Service Delivery	SO2- Provide infrastructure for sustainable and affordable basic services	Review the Human Settlement Plan and submit to Council for approval by 31 March 2025	Review the Human Settlement Plan and submit to Council for approval by 31 March	Reviewed plan submitted to Council for approval	Ashton	1	1	Agenda of the Council meeting	0	0	N/A				
2024/2025-17	Engineering Services	Basic Service Delivery	SO2- Provide infrastructure for sustainable and affordable basic services	Limit unaccounted electricity to less than 7.5% as at 30 June 2025	Limit unaccounted electricity to less than 7.5% as at 30 June	Percentage (%) unaccounted electricity captured in the report	Whole Municipality (All)	7,50%	7,50%	Electricity losses report generated from an Excel database maintained for the calculation of the electricity losses	7,50%	4.46%	B				
2024/2025-18	Engineering Services	Basic Service Delivery	SO2- Provide infrastructure for sustainable and affordable basic services	95% of Water samples comply with SANS241 micro biological indicators on a monthly basis	95% of Water samples comply with SANS241 micro biological indicators on a monthly basis	Percentage (%) compliance of samples tested	Whole Municipality (All)	95,00%	95,00%	Monthly Lab results	95,00%	100%	G2				
2024/2025-19	Engineering Services	Basic Service Delivery	SO2- Provide infrastructure for sustainable and affordable basic services	Limit unaccounted water to less than 20% as at 30 June 2025	Limit unaccounted water to less than 20% as at 30 June	Percentage (%) of unaccounted water captured in the report	Whole Municipality (All)	20,00%	20,00%	Water Losses Excel database maintained by the Senior Manager: Civil Engineering Services	20,00%	9.56%	B				
2024/2025-2	Community Services	Basic Service Delivery	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	Spend 95% of the budget allocated to upgrade flooding lights at King Edward sportfield by 30 June	Percentage (%) of the approved budget spent	7,12	95,00%	95,00%	Monthly capital expenditure report	5,00%	0%	R	Technical evaluation of tender completed for BEC consideration.	Report will be submitted to the BAC for award.		
2024/2025-20	Engineering Services	Basic Service Delivery	SO2- Provide infrastructure for sustainable and affordable basic services	80% of Effluent samples comply with permit values on a monthly basis	80% of Effluent samples comply with permit values on a monthly basis	Percentage (%) compliance of samples	Whole Municipality (All)	80,00%	80,00%	Monthly Lab results	80,00%	76,92%	O	There are multiple breakdowns at the WWTW that led to failures. Also there are increased vandalism taking place which result in failures. The current shortage of chlorine gas is also resulting in failures.	Alternative chlorination is investigated for possible installation under the capital project for this purpose currently awaiting appointment of Professional Service Providers.		
2024/2025-21	Engineering Services	Basic Service Delivery	SO2- Provide infrastructure for sustainable and affordable basic services	Purchase four (4) digger loaders by 30 June 2025	Purchase four (4) digger loaders by 30 June	Number of diggers purchased	Whole Municipality (All)	New KPI	4	Delivery note	0		N/A				
2024/2025-22	Engineering Services	Basic Service Delivery	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	Spend 95% of the budget allocated to install fencing and cameras at the pumpstations and reservoirs of the WTW and WWTW by 30 June	Percentage (%) of the approved budget spent	Whole Municipality (All)	New KPI	95,00%	Monthly capital expenditure report	5,00%	0%	R	T35/2024 for the supply and installation of fencing was advertised with a closing date of 20 September 2024. Tender currently in evaluation.	It is foreseen that the project will be completed by the end of June 2025.		
2024/2025-23	Engineering Services	Basic Service Delivery	SO2- Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the Installation of 1ton clorine gas dosing at all WTW by 30 June 2025	Spend 95% of the budget allocated for the Installation of 1ton clorine gas dosing at all WTW by 30 June	Percentage (%) of the approved budget spent	Whole Municipality (All)	New KPI	95,00%	Monthly capital expenditure report	5,00%	0	R	In process of appointing a Professional Service Provider for the design of disinfection systems at all treatment plants	It is foreseen that the design and tender documentation will be completed by January 2025.		

Legend					
N/A	R	O	G	G2	B
KPI not yet applicable	KPI not met	KPI almost met	KPI met	KPI well met	KPI extremely well met

KPI Ref. no.	Responsible Directorate	NationalKPA	Strategic Objective	Key performance indicator	Project name	Unit Of Measurement	Ward	Baseline	Annual target	Portfolio Of Evidence	Quarter target	Quarter actual	KPI status	Performance Comments	Corrective measure	Performance Unit's comments	Internal auditor's comments
2024/2025-24	Engineering Services	Basic Service Delivery	SO2- Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the construction of a new WTW in McGregorby 30 June 2025	Spend 95% of the budget allocated for the construction of a new WTW in McGregorby 30 June 2025	Percentage (%) of the approved budget spent	Whole Municipality (All)	New KPI	95,00%	Monthly capital expenditure report	5,00%	0%	R	In process of appointing a Professional Service Provider for the design of the up[grading of the McGregor WTW	In is foreseen that the design and tender documentation will be completed by January 2025.		
2024/2025-25	Engineering Services	Basic Service Delivery	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	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	Whole Municipality (All)	New KPI	95,00%	Monthly capital expenditure report	5,00%	0%	R	T36/2024 CONSTRUCTION TENDER: PIPE REPLACEMENT USING CONVENTIONAL AND TRENCHLESS METHODS, (RATES BASED), FOR A PERIOD OF THREE (3) YEARS, has been advertised with a closing date of 15 November 2024.	Construction can only start in April 2025 due to the supply of lei-water during the season.		
2024/2025-26	Engineering Services	Basic Service Delivery	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	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	Whole Municipality (All)	New KPI	95,00%	Monthly capital expenditure report	5,00%	0%	R	Professional service provider currently in process of being appointed for the detail design and tender specification.	It is foreseen that the project will be completed by the end of June 2025.		
2024/2025-27	Engineering Services	Basic Service Delivery	SO2- Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the replacement of the sewer pipe (Nqkubela) by 30 June 2025	Spend 95% of the budget allocated for the replacement of the sewer pipe (Nqkubela) by 30 June 2025	Percentage (%) of the approved budget spent	Whole Municipality (All)	New KPI	95,00%	Monthly capital expenditure report	5,00%	0%	R	Contract T28/2023 has been extended in order for the appointed contractor to finalise this work under the awarded contract.	Expenditure will be made under T28/2023 from savings. The savings on this vote will be reallocated during the adjustment budget process.		
2024/2025-28	Engineering Services	Basic Service Delivery	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	Spend 95% of the budget allocated for the paving of Barlinka Street in Montagu by 30 June 2025	Percentage (%) of the approved budget spent	Whole Municipality (All)	New KPI	95,00%	Monthly capital expenditure report	5,00%	0%	R	Professional Service provider appointed to do detail design and tender document.	It is foreseen that the project will be completed by the end of June 2025.		
2024/2025-29	Engineering Services	Basic Service Delivery	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	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	Whole Municipality (All)	New KPI	95,00%	Monthly capital expenditure report	5,00%	0%	R	Professional Service provider appointed to do detail design and tender document.	It is foreseen that the project will be completed by the end of June 2025.		
2024/2025-3	Community Services	Basic Service Delivery	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	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	95,00%	95,00%	Monthly capital expenditure report	5,00%	10,11%	G2				
2024/2025-30	Engineering Services	Basic Service Delivery	SO2- Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the Installation of 1ton clorine gas dosing at all WWTW by 30 June 2025	Spend 95% of the budget allocated for the Installation of 1ton clorine gas dosing at all WWTW by 30 June 2025	Percentage (%) of the approved budget spent	Whole Municipality (All)	New KPI	95,00%	Monthly capital expenditure report	5,00%	0%	R	In process of appointing a Professional Service Provider for the design of disinfection systems at all treatment plants	It is foreseen that the design and tender documentation will be completed by January 2025.		
2024/2025-31	Engineering Services	Basic Service Delivery	SO2- Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade Robertson WWTW by 30 June 2025	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	95.00%	95.00%	Monthly capital expenditure report	10,00%	37.98%	B				
2024/2025-32	Engineering Services	Basic Service Delivery	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	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	New KPI	1	Monthly capital expenditure report	5.00%	0%	R	Tender has been awarded on 23 October 2024 and the 21 day appeals period is running.	Close monitoring of the progress on the SCM process.		
2024/2025-33	Engineering Services	Basic Service Delivery	SO2- Provide infrastructure for sustainable and affordable basic services	Purchase a roll-on roll-off truck by 30 June 2025	Purchase a roll-on roll-off truck by 30 June 2025	Number of roll on roll off truck purchased	Whole Municipality (All)	New KPI	1	Delivery note	0		N/A				

Legend					
N/A	R	O	G	G2	B
KPI not yet applicable	KPI not met	KPI almost met	KPI met	KPI well met	KPI extremely well met

KPI Ref. no.	Responsible Directorate	NationalKPA	Strategic Objective	Key performance indicator	Project name	Unit Of Measurement	Ward	Baseline	Annual target	Portfolio Of Evidence	Quarter target	Quarter actual	KPI status	Performance Comments	Corrective measure	Performance Unit's comments	Internal auditor's comments
2024/2025-34	Engineering Services	Basic Service Delivery	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	Spend 95% of the budget allocated to upgrade public drop-off in McGregor by 30 June	Percentage (%) of the approved budget spent	5	New KPI	95.00%	Monthly capital expenditure report	5,00%	0%	R	A request to appoint PSP closed on 18 October 2024 report submitted to BEC on 21 October 2024.	Close monitoring of the progress on the SCM process.		
2024/2025-35	Engineering Services	Basic Service Delivery	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	Spend 95% of the budget allocated to upgrade McGregor low-water bridge road by 30 June	Percentage (%) of the approved budget spent	5	New KPI	95.00%	Monthly capital expenditure report	5,00%	0%	R	Currently in process of finalising tender specifications.	It is foreseen that the project will be completed by the end of June 2025.		
2024/2025-36	Engineering Services	Basic Service Delivery	SO2- Provide infrastructure for sustainable and affordable basic services	Purchase a jetting tanker truck by 30 June 2025	Purchase a jetting tanker truck by 30 June	Jetting tanker truck purchased	Whole Municipality (All)	New KPI	1	Delivery note	0		N/A				
2024/2025-37	Engineering Services	Basic Service Delivery	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	Spend 95% of the budget allocated for rehabilitation of roads in all 5 towns by 30 June	Percentage (%) of the approved budget spent	Whole Municipality (All)	95.00%	95.00%	Monthly capital expenditure report	10,00%	9,03%	O	Professional service provider currently in process of being appointed for the detail design and tender specification.	It is foreseen that the project will be completed by the end of June 2025.		
2024/2025-38	Engineering Services	Basic Service Delivery	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	Spend 95% of the budget allocated for replacement and repair of electricity networks by 30 June	Percentage (%) of the approved budget spent	Whole Municipality (All)	95.00%	95.00%	Monthly capital expenditure report	5,00%	32,22%	B				
2024/2025-39	Engineering Services	Basic Service Delivery	SO2- Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated for the electrification by 30 June 2025	Spend 95% of the budget allocated for the electrification by 30 June	Percentage (%) of the approved budget spent	Whole Municipality (All)	95.00%	95.00%	Monthly capital expenditure report	5,00%	0%	R	ASLA is behind schedule with the building of the houses. The contractor ADENCO will only start with the electrification end of February.	Some material is already delivered. Project is however delayed because building of houses are behind schedule.		
2024/2025-40	Directorate Financial Services	Basic Service Delivery	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 2025	Provide water to the formal residential properties that are connected to the municipal water infrastructure network as at 30 June	Number of formal residential properties connected to the water infrastructure network and provided with water	Whole Municipality (All)	15000	14500	MUN837 report from the Promun financial system	14500	14737	G2				
2024/2025-41	Directorate Financial Services	Basic Service Delivery	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	Provide electricity to the formal residential properties connected to the municipal electrical infrastructure network as at 30 June	Number of formal residential properties connected to the electrical infrastructure network and provided with electricity	Whole Municipality (All)	19000	16800	MUN837 report from the Promun financial system	16800	18812	G2				
2024/2025-42	Directorate Financial Services	Basic Service Delivery	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	Provide waste water services (sanitation/sewerage) to the formal residential properties connected to the municipal waste water network service as at 30 June, 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	Whole Municipality (All)	14500	14500	MUN837 report from the Promun financial system	14500	15 310	G2				
2024/2025-43	Directorate Financial Services	Basic Service Delivery	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	Provide refuse removal once per week to formal residential properties which are billed for refuse removal as at 30 June	Number of residential properties which are billed for refuse removal	Whole Municipality (All)	14500	14500	MUN837 report from the Promun financial system	14500	15 852	G2				

Legend					
N/A	R	O	G	G2	B
KPI not yet applicable	KPI not met	KPI almost met	KPI met	KPI well met	KPI extremely well met

KPI Ref. no.	Responsible Directorate	NationalKPA	Strategic Objective	Key performance indicator	Project name	Unit Of Measurement	Ward	Baseline	Annual target	Portfolio Of Evidence	Quarter target	Quarter actual	KPI status	Performance Comments	Corrective measure	Performance Unit's comments	Internal auditor's comments
2024/2025-44	Directorate Financial Services	Basic Service Delivery	SO2- Provide infrastructure for sustainable and affordable basic services	Provide free basic water to indigent households as at 30 June 2025	Provide free basic water to indigent households as at 30 June	Number of indigent households provided with free basic water	Whole Municipality (All)	7000	7000	MUN837 report from the Promun financial system	7000	3 569	B				
2024/2025-45	Directorate Financial Services	Basic Service Delivery	SO2- Provide infrastructure for sustainable and affordable basic services	Provide free basic electricity to indigent households as at 30 June 2025	Provide free basic electricity to indigent households as at 30 June	Number of indigent households provided with free basic electricity	Whole Municipality (All)	7000	7000	MUN837 report from the Promun financial system	7000	3947	B				
2024/2025-46	Directorate Financial Services	Basic Service Delivery	SO2- Provide infrastructure for sustainable and affordable basic services	Provide free basic sanitation to indigent households as at 30 June 2025	Provide free basic sanitation to indigent households as at 30 June	Number of indigent households provided with free basic sanitation services	Whole Municipality (All)	7000	7000	MUN837 report from the Promun financial system	7000	3572	B				
2024/2025-47	Directorate Financial Services	Basic Service Delivery	SO2- Provide infrastructure for sustainable and affordable basic services	Provide free basic refuse removal to indigent households as at 30 June 2025	Provide free basic refuse removal to indigent households as at 30 June	"Number of indigent households provided with free basic refuse removal services"	Whole Municipality (All)	7000	7000	MUN837 report from the Promun financial system	7000	3 574	B				
2024/2025-56	Executive & Council	Basic Service Delivery	SO2- Provide infrastructure for sustainable and affordable basic services	The percentage of the municipal capital budget spent on projects as at 30 June 2025	The percentage of the municipal capital budget spent on projects as at 30 June	Percentage (%) of capital budget spent	Whole Municipality (All)	82,00%	95,00%	Monthly section 71 reports submitted and annual financial statements	5,00%	13,64%	B				
2024/2025-58	Community Services	Basic Service Delivery	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	Spend 95% of the capital budget allocated for the expansion of the silo cemetery in Ashton.	Percentage (%) of the approved budget spent	Whole Municipality (All)	95.00%	95.00%	Monthly capital expenditure report	5.00%	0%	R	Construction completed	Requisition has been loaded to pay the invoice.		
2024/2025-59	Community Services	Basic Service Delivery	SO2- Provide infrastructure for sustainable and affordable basic services	Spend 95% of the budget allocated to upgrade parks by 30 June 2025	Spend 95% of the budget allocated to upgrade parks.	Percentage (%) of the approved budget spent	Whole Municipality (All)	95.00%	95.00%	Monthly capital expenditure report	5.00%	0%	R	Alternative supplier appointed	The hand over to the appointed supplier is schedule to take place on the 25th October.		
2024/2025-61	Engineering Services	Basic Service Delivery	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	Spend 95% of the budget allocated to purchase generators for WTW, WWTW and pumps	Percentage (%) of the approved budget spent	Whole Municipality (All)	95.00%	95.00%	Monthly capital expenditure report	40.00%	0%	R	T50/2023 awarded and contractor is on site. There is a delay on the delivery of generators as this are being imported	Project will be completed by June 2025		
2024/2025-62	Engineering Services	Basic Service Delivery	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	Spend 95% of the budget allocated to upgrade weir diversion in Nkqubela.	Percentage (%) of the approved budget spent	Whole Municipality (All)	95.00%	95.00%	Monthly capital expenditure report	40.00%	27,19%	R	T28/2023 awarded and contractor on site. Project will be completed by end of November 2024.	Project will be completed by November 2024.		
2024/2025-63	Engineering Services	Basic Service Delivery	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	Spend 95% of the budget allocated to replace 66Kv transformers at Robertsons main substation	Percentage (%) of the approved budget spent	Whole Municipality (All)	95.00%	95.00%	Monthly capital expenditure report	5.00%	0%	R	T20/2024 contractor appointed. Site established. Transformer in the process of being ordered. Awaiting drawings for approval before manufacturing starts. Lead time is 12 months. Other minor works can continue. Project will rollover to 2025/26 FY.	Project will be done over 2 years. Production of transformer will be done overseas. Long lead-time for completion and delivery of transformer. Project management is applied.		
2024/2025-64	Engineering Services	Basic Service Delivery	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	Spend 95% of the budget allocated for the installation of high mast lighting.	Percentage (%) of the approved budget spent	Whole Municipality (All)	95.00%	95.00%	Monthly capital expenditure report	40.00%	0%	R	T04/2024 contractor appointed and construction underway. Project expected to be complete by Dec 2024.	Project is active. Concrete footpiece is casted. Mast under construction. Project is closely managed and completion will be done in time.		
2024/2025-9	Corporate Services	Basic Service Delivery	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	Spend 95% of the budget allocated to upgrade testing yard for driving licences by 30 June	Percentage (%) of the approved budget spent	Whole Municipality (All)	New KPI	95,00%	Monthly capital expenditure report	5,00%	0%	R		Tender 50/2024 was awarded and we are now in the 21 day appeal period.If no appeals are received the work can be proceeded with		

SO3- Promote a safe and secure environment																	
KPI Ref. no.	Responsible Directorate	NationalKPA	Strategic Objective	Key performance indicator	Project name	Unit Of Measurement	Ward	Baseline	Annual target	Portfolio Of Evidence	Quarter target	Quarter actual	KPI status	Performance Comments	Corrective measure	Performance Unit's comments	Internal auditor's comments

Legend					
N/A	R	O	G	G2	B
KPI not yet applicable	KPI not met	KPI almost met	KPI met	KPI well met	KPI extremely well met

KPI Ref. no.	Responsible Directorate	NationalKPA	Strategic Objective	Key performance indicator	Project name	Unit Of Measurement	Ward	Baseline	Annual target	Portfolio Of Evidence	Quarter target	Quarter actual	KPI status	Performance Comments	Corrective measure	Performance Unit's comments	Internal auditor's comments
2024/2025-11	Corporate Services	Basic Service Delivery	SO3- Promote a safe and secure environment	Appoint a service provider for the provision of security services by 30 September 2025	Appoint a service provider for the provision of security services by 30 September	Service provider appointed	Whole Municipality (All)	New KPI	1,00	Appointment letter	1,00	0	R		The tenders that we received is far above that provided for in the budget, and cannot be justified and the scope of the work is reconsidered to install cameras and response unit.		
2024/2025-4	Community Services	Basic Service Delivery	SO3- Promote a safe and secure environment	Purchase fully equipped firefighting vehicle by 30 June 2025	Purchase fully equipped firefighting vehicle by 30 June	Number of vehicles purchased	Whole Municipality (All)	New KPI	1	Delivery note	0		N/A				
SO4- Promote and facilitate investment and local economic development																	
KPI Ref. no.	Responsible Directorate	NationalKPA	Strategic Objective	Key performance indicator	Project name	Unit Of Measurement	Ward	Baseline	Annual target	Portfolio Of Evidence	Quarter target	Quarter actual	KPI status	Performance Comments	Corrective measure	Performance Unit's comments	Internal auditor's comments
2024/2025-12	Economic, Social and Integrated Development Services	Local Economic Development	SO4- Promote and facilitate investment and local economic development	Create job opportunities through the Expanded Public Works Programme (EPWP) by 30 June 2025	Create job opportunities through the Expanded Public Works Programme (EPWP) by 30 June	Number of job opportunities created through EPWP	Whole Municipality (All)	400	400	Signed appointment contracts	150	284	B				
2024/2025-15	Economic, Social and Integrated Development Services	Local Economic Development	SO4- Promote and facilitate investment and local economic development	Spend 95% of the budget allocated for a connected Langeberg by 30 June 2025	Spend 95% of the budget allocated for a connected Langeberg by 30 June	Percentage (%) of the approved budget spent	Whole Municipality (All)	95.00%	95.00%	Monthly capital expenditure report	5,00%	0,0%	R	The 5% budget spend was not achieved for first quarter 2024/25.	The procurement is still at the RFQ process. The last RFQ closed on 11 October 2024. Three quotes were received for assessment and forwarded to the SCM department. The specifications have been revised to include installation to check if there will be more market appetite. If still unsuccessful, Regulation 36 of the MFMA Regulations will be explored.		
2024/2025-60	Economic, Social and Integrated Development Services	Local Economic Development	SO4- Promote and facilitate investment and local economic development	Complete the upgrade of the informal trading areas in Robertson by 31 December 2024	Complete the upgrade of the informal trading areas in Robertson.	Number of upgrades completed	Whole Municipality (All)	1	1	Practical completion certificate	0		N/A				
SO5- Provide sustainable financial management																	
KPI Ref. no.	Responsible Directorate	NationalKPA	Strategic Objective	Key performance indicator	Project name	Unit Of Measurement	Ward	Baseline	Annual target	Portfolio Of Evidence	Quarter target	Quarter actual	KPI status	Performance Comments	Corrective measure	Performance Unit's comments	Internal auditor's comments
2024/2025-48	Directorate Financial Services	Municipal Financial Viability and Management	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	Financial viability measured in terms of the municipality's ability to meet its service debt obligations as at 30 June	Percentage (%) of debt coverage	Whole Municipality (All)	45.00%	25.00%	Annual financial statements	0.00%		N/A				
2024/2025-49	Directorate Financial Services	Municipal Financial Viability and Management	SO5- Provide sustainable financial management	Financial viability measured in terms of the outstanding service debtors as at 30 June 2025	Financial viability measured in terms of the outstanding service debtors as at 30 June	Percentage (%) of outstanding service debtors	Whole Municipality (All)	12.00%	12.00%	Annual financial statements	0,00%		N/A				
2024/2025-50	Directorate Financial Services	Municipal Financial Viability and Management	SO5- Provide sustainable financial management	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2025	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June	Number of months operational expenditure covered by available cash	Whole Municipality (All)	2	2.2	Annual financial statements	2.2	3.73	B				
2024/2025-52	Directorate Financial Services	Municipal Financial Viability and Management	SO5- Provide sustainable financial management	Achieve a debtor payment percentage of 95% as at 30 June 2025	Achieve a debtor payment percentage of 95% as at 30 June	Payment % achieved	Whole Municipality (All)	95.00%	95.00%	Annual financial statements	35,00%	75,17%	B				
2024/2025-55	Directorate Financial Services	Municipal Financial Viability and Management	SO5- Provide sustainable financial management	Submit the final budget to Council for approval by 31 May 2025	Submit the final budget to Council for approval by 31 May	Final budget submitted to Council for approval	Whole Municipality (All)	New KPI	1	Approved annual budget and minutes of the council meeting where the budget was approved	0		N/A				