

# FIRST QUARTER PERFORMANCE REPORT

*Dr. Beyers Naude  
Local Municipality  
First Quarter  
Performance  
Report 2023-2024*

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# ***DR BEYER'S NAUDE LOCAL MUNICIPALITY***

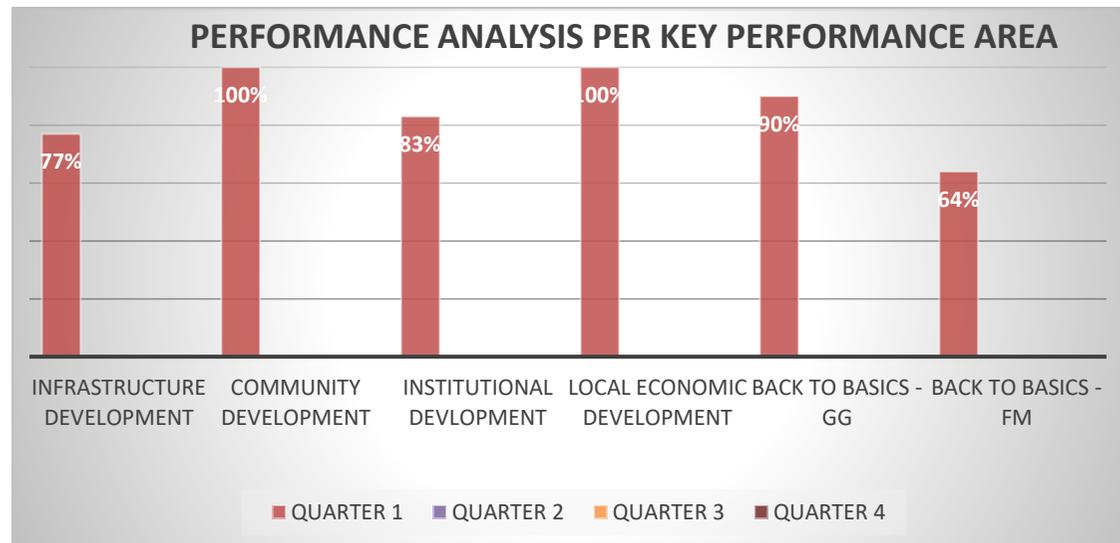
## ***FIRST QUARTER PERFORMANCE REPORT***

***01 JULY 2023 – 30 SEPTEMBER 2023***

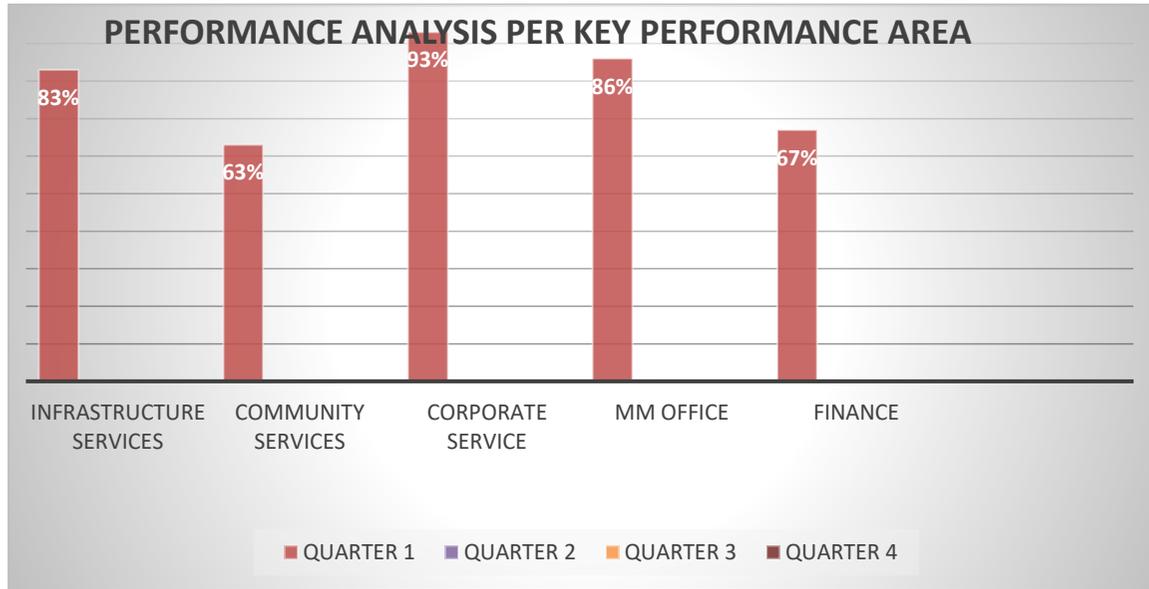
### **INTRODUCTION**

The purpose of this report is to inform Council regarding progress made with the achievement of key performance indicators, development priorities and objectives as determined in the Service Delivery Budget Implementation Plan (SDBIP) during the first quarter of the financial year. During the first quarter 80% of the planned targets were achieved.

### **NATIONAL KPA OVERALL PERFORMANCE**



## DEPARTMENTAL SDBIP OVERALL PERFORMANCE



**SDBIP ANALYSIS REPORT (ACTUAL PERFORMANCE) – CAPITAL BUDGET PROJECTS - 2023/2024**

**Infrastructure Development**

Number of projects: 9

Number of projects completed/ on Target: 5

Number of projects Not on Target: 0

Number of projects with No quarterly Target: 4

Percentage on target: 100%

Total Budget per focus area versus expenditure:

Objective	Strategy	KPI	Wards	Responsible Person	Funding Source	Budget	Expenditure	Expenditure %	<b>PERFORMANCE FOR QUARTER 1</b>				
INFRASTRUCTURE DEVELOPMENT									Annual Target	Quarter 1 Target	On Target/ Not on Target	Actual Output	Reason for Variance and Plan of Action
To adequately increase bulk water storage, upgrade reticulation systems, secure permanent water supply and properly maintain all infrastructure	Upgrade reticulation system by systematically replacing old installations.	Number of Boreholes connected to existing infrastructure in Jansenville and Klipplaat by 31 December 2023.	10 & 11	Infrastructure Services	External - RBIG	31,000,000.00	13,712,003.44	44%	Connect 2 boreholes and construct new Water Treatment Works (WTW)	N/A	No output required for this quarter	N/A	N/A

To adequately increase bulk water storage, upgrade reticulation systems, secure permanent water supply and properly maintain all infrastructure	Upgrade reticulation system by systematically replacing old installations.	Refurbishment of WTW in Graaff-Reinet by 30 <sup>th</sup> June 2024.	2-7	Infrastructure Services	External WSIG	11,208,588.00	121,536.53	1 %	Refurbish WTW in Graaff Reinet,  1 Clarifier  2 Sand filters  1 blower  1 clear water tank pump  Replace tiles on 2 tile chlorine tanks	Appoint Consultant	On Target	Consultant appointed on the 20 <sup>th</sup> July 2023	N/A
To adequately increase bulk water storage, upgrade reticulation systems, secure permanent water supply and properly maintain all infrastructure	Upgrade reticulation system by systematically replacing old installations.	Number of water meters replaced and Installed in Klipplaat by 31 March 2024.	10 & 11	Infrastructure Services	External WSIG	2,000,000.00	1,595,315.89	80%	Replacing and Install 200 Water Meters in Klipplaat	Replacing and Install 100 Water Meters in Klipplaat	On Target	187 water meters installed.	Additional meters to be stored, empty plots will not get meters installed.
To adequately upgrade and/or construct Waste Water Treatment Works and maintain them on a regular basis.	Systematically upgrade existing infrastructure; replace and rehabilitate where applicable	Refurbish sewerage pumps station in Nieu-Bethesda by 31 March 2024	2	Infrastructure Services	External – MIG	1,000,000.00	539,750	53%	1 pump station refurbished	N/A	No output required for this quarter	N/A	N/A

Objective	Strategy	KPI	Wards	Responsible Person	Funding Source	Budget	Expenditure	Expenditure %	PERFORMANCE FOR QUARTER 1				
INFRASTRUCTURE DEVELOPMENT									Annual Target	Quarter 1 Target	On Target/ Not on Target	Actual Output	Reason for Variance and Plan of Action
To adequately upgrade and/or construct Wastewater Treatment Works and maintain them on a regular basis.	Systematically upgrade existing infrastructure; replace and rehabilitate where applicable	Refurbish sewerage pumps station in Aberdeen by 31 March 2024	7	Infrastructure Services	External - MIG	1,500,000.00	47,895.20	3 %	1 pump station refurbished	N/A	No output required for this quarter	N/A	N/A
Solid Waste Disposal Sites (Landfills), that are compliant, have adequate capacity and are properly managed and maintained.	Systematically upgrade existing infrastructure; replace and rehabilitate where applicable.	Construct 500m2 paving and install weighbridge by 30 <sup>th</sup> June 2024	12	Infrastructure Services	External MIG	4, 288, 138.42	2,301,791.48	54 %	Construct 500m2 paving and install weighbridge	N/A	No output required for this quarter	N/A	N/A

Objective	Strategy	KPI	Wards	Responsible Person	Funding Source	Budget	Expenditure	Expenditure %	PERFORMANCE FOR QUARTER 1				
									Annual Target	Quarter 1 Target	On Target/ Not on Target	Actual Output	Reason for Variance and Plan of Action
INFRASTRUCTURE DEVELOPMENT													
Systematically replace VIP systems with waterborne flush toilets and educate the community on the use thereof through appropriate educational programmes / campaigns.	Identify and implement suitable projects	Number of households toilets retrofitted with new waterwise system by 30 <sup>th</sup> June 2024	1-12	Infrastructure Services	External MIG	6,791,412.00	126,171.24	2%	500	Appoint Consultant	On Target	Consultant appointed 20 July 2023	n/a
To adequately upgrade the electrical supply and install the necessary electrical infrastructure, as well as regular maintenance thereof.	Identify and implement suitable Electrification Projects.	Number of High Mast lights installed in Graaff Reinet and Aberdeen by 30 <sup>th</sup> June 2024	2-7	Infrastructure Services	External MIG	3,516,557.40	121,487.50	4%	3 High Mast lights installed in (Graaff Reinet and Aberdeen)	Appoint Consultant	On Target	Consultant appointed 2 May 2023	n/a
To adequately construct, upgrade or install Streets & Stormwater networks and to maintain them on a regular basis	Develop a Streets & Stormwater Management Plan that also contains an Implementation & Action	Upgrade 500m of gravel road to interlocking paving by 30 <sup>th</sup> June 2024.	2-7	Infrastructure Services	External MIG	4,675,624.97	165,600.00	2%	Upgrade 500m of gravel road to interlocking paving.	Appoint Consultant	On Target	Consultant appointed 12 May 2023.	n/a

Plan that will systematically address the issue of especially Stormwater in the Dr Beyers Naudé LM.													
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Institutional Development

Number of projects: 5

Number of projects completed/ on Target: 1

Number of projects Not on Target: 1

Number of projects with no quarterly Target: 3

Percentage on targets: 50%

Total budget per focus area versus expenditure:

Objective	Strategy	KPI	Wards	Responsible Person	Funding Source	Budget	Expenditure	Expenditure %	PERFORMANCE FOR QUARTER 1				
									Annual Target	Quarter 1 Target	On Target/Not on Target	Actual Output	Reason for Variance and Plan of Action
To provide sufficient operational requirements,	Equip offices and areas of service delivery with	Revamp current Supply Chain Unit	Institutional	Budget & Treasury	External FMG	90,000.00	0	0%	Revamp 1 garage into filling room.	Appoint Contractor	Not On Target	No Output	Specifications had to be amended after site visit of

furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant	adequate resources.	garage into filling room by 31 December											COGTA on 15 September. The ITQ could not be advertised before this time as they had to guide us with regards to the requirements of the filing room. The initial specifications had to be amended from wood to metal shelves. The ITQ has been advertised and will close 18 October 2023. Contractor to be appointed before 30 October 2023
To provide sufficient operational requirements, furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and	Equip offices and areas of service delivery with adequate resources.	Number of office furniture procured by 31 December 2023.	Institutional	Internal Audit	External – FMG	20,000.00	0	0%	4 Chairs	N/A	No output required for this quarter	N/A	N/A

the Municipality's levels of service delivery, as well as be legally compliant.													
To provide sufficient operational requirements, furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant	Equip offices and areas of service delivery with adequate resources.	Number of Air conditioners for the Budget & Treasury Building in Graaff-Reinet by 31 December 2023	Institutional	Budget & treasury	External – FMG	100,000.00	105,459.04	105.46%	1 Air conditioner	N/A	No output required for this quarter	Air conditioner procured and installed.	N/A
To improve overall efficiency of ICT – administration, billing, record	Conduct a comprehensive ICT audit.	Number of laptops procured by 31	Institutional	Budget & treasury	External – FMG	100,000.00	0	0%	5 laptops	ITQ Processes	On Target	ITQ Processes commenced	n/a

keeping, information sharing and communication; to ensure optimal, cost-effective production and quality service delivery		December 2023											
To improve overall efficiency of ICT ~ administration, billing, record keeping, information sharing and communication; to ensure optimal, cost-effective production and quality service delivery	Conduct a comprehensive ICT audit.	Number of electronic metering devices procured by 31 March 2024.	Institutional	Budget & treasury	External – FMG	60,000.00	0	0%	8 Electronic Metering Devices	N/A	No output required for this quarter	N/A	N/A

## **SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS**

### **Development Priority: Infrastructure Development**

Number of Indicators: 10

Number of indicators on Target: 5

Number of indicators Not on Target: 3

Number of indicators with no quarterly Target: 2

Percentage on Target: 63%

### **Development Priority: Community Development**

Number of Indicators: 2

Number of indicators on Target: 2

Number of indicators Not on Target: 0

Number of indicators with no quarterly Target: 0

Percentage on Target: 100%

**Development Priority: Institutional Development**

Number of Indicators: 13

Number of indicators on Target: 9

Number of indicators Not on Target: 1

Number of indicators with no quarterly Target: 3

Percentage on Target: 90%

**Development Priority: Local Economic Development**

Number of Indicators: 5

Number of indicators on Target: 3

Number of indicators Not on Target: 0

Number of indicators with no quarterly Target: 2

Percentage on Target: 100%

**Development Priority: Back to Basics – Good Governance**

Number of Indicators: 11

Number of indicators on Target: 9

Number of indicators Not on Target: 1

Number of indicators with no quarterly Target: 1

Percentage on Target: 90%

**Development Priority: Back to Basics – Sound Financial Management**

Number of Indicators: 12

Number of indicators on Target: 7

Number of indicators Not on Target: 4

Number of indicators with no quarterly Target: 1

Percentage on Target: 64%

**OVERALL**

Total Number of Key Performance Indicators per KPA = 67

Number of Key Performance Indicators on Target/Completed = 41

Number of Key Performance Indicators Not on Target = 10

Number of indicators with no quarterly Target: 16

Percentage on Target: 80%

INFRASTRUCTURE DEVELOPMENT - KPA – Infrastructure and Service Delivery								PERFORMANCE MILESTONES				
KPA	Objective	Strategy	Department	KPI	Budget / Vote Number	Expenditure	Expenditure %	Annual Target	Quarter 1 Target	On Target/ Not on Target	Actual Output	Reason for Variance and Plan of Action
Infrastructure and Service Delivery	To adequately upgrade the electrical supply and install the necessary electrical infrastructure , as well as regular maintenance thereof.	Improve reticulation losses and improve revenue by replacing old non-functional electricity and water meters.	Infrastructure Services	Reduce electricity losses to at least 10% by 30 <sup>th</sup> June 2024.	n/a	n/a	n/a	10%	n/a	No output required for this quarter. Target reported on Annually.	n/a.	n/a
Infrastructure and Service Delivery	To have all Municipal water-supply consumers connected to a metering system and registered on the debtor's database for monthly billing purposes.	Improve reticulation losses and improve revenue by replacing old non-functional electricity and water meters.	Infrastructure Services	Reduce water losses to at least 35% by 30 <sup>th</sup> June 2024.	n/a	n/a	n/a	35%	n/a	No output required for this quarter. Target reported on Annually.	n/a	n/a

Infrastructure and Service Delivery	The eradication of illegal dumping and littering and creation of clean and healthy urban areas and surrounding environment.	Develop a new Integrated waste management plan for Dr. Beyers Naude Municipality and review it regularly	Community Services	Number of Waste management plans developed and approved by Council by 31 March 2022.	n/a	n/a	n/a	1	IWMP portal training	On Target	Attended virtual training - Introduction Meeting: The Development of Municipal IWMPs For Sarah Baartman District Municipality with its Local Municipalities for period of 18 Months	n/a
Infrastructure and Service Delivery	To provide facilities and services that will address the recreational and other social needs of the community.	Identify existing facilities that can be converted or better utilised by communities	Community Services	Number of libraries repaired and maintained within DBNLM by 30 <sup>th</sup> June 2024.	n/a	n/a	n/a	4	1	On Target	5 Orders for the repair and maintenance of the following Libraries: Adendorp, Umasizakhe, Horseshoe, Kroonvale and Jansenville. Commenced with repairs	n/a
Infrastructure and Service Delivery	To provide a dignified last resting place for our	All burial sites must be secured and maintained.	Community Services	Number of Cemeteries cleaned and maintained	n/a	n/a	n/a	14	4	On Target	Cemeteries were cleaned in the following	n/a

	community within safe and secure sites that are well managed and maintained by dedicated personnel.			within DBNLM by 30 <sup>th</sup> June 2024								towns: Jansenville, Aberdeen, Rietbron and Steytleville	
Infrastructure and Service Delivery	To provide a dignified last resting place for our community within safe and secure sites that are well managed and maintained by dedicated personnel.	All burial sites must be secured and proper record keeping being implemented.	Community Services	Number of cemeteries prepared – road access and burial establishment in Rietbron and Graaff-Reinet by 31 December 2023	n/a	n/a	n/a	2	1	Not on Target	The tender for hiring of plant will be re-advertised due to specifications that needed to be reviewed.	Tender to be re-advertised	
Infrastructure and Service Delivery	Stadiums and sport fields that have been upgraded and equipped to function properly and by fully utilised.	Upgrade and maintain sport fields and ensure that personnel are on site.	Community Services	Number of Sports Grounds ablution facilities repaired and maintained by 30 <sup>th</sup> June 2024	n/a	n/a	n/a	4	1	Not on Target	5 ITQ adverts for repair and maintenance of the following sports field was advertised:  Umasizakhe Sport field,	Repairs and maintenance to commence in 2 <sup>nd</sup> quarter.	



Infrastructure and Service Delivery	To significantly reduce and mitigate the negative impact of disasters and to upgrade road traffic and pedestrian safety, with regular maintenance on installations and infrastructure as an ongoing concern.	Implement proactive measures to curtail or mitigate disasters	Community Services	Number of speedhumps erected within DBNLM by 30 <sup>th</sup> June 2024	n/a	n/a	n/a	20	5 speedhumps erected	Not on Target	3 speedhumps have been erected and 6 speedhumps were painted	Due to limited materials at stores, only 3 could be erected.
Infrastructure and Service Delivery	To significantly reduce and mitigate the negative impact of disasters and to upgrade road traffic and pedestrian safety, with regular	Implement proactive measures to curtail or mitigate disasters	Community Services	Number of traffic signage installed within DBNLM by 30 <sup>th</sup> June 2024.	n/a	n/a	n/a	24	6	On Target	26 Stop and Speed signs and poles have been erected.	n/a

	maintenance on installations and infrastructure as an ongoing concern.											
<b>COMMUNITY DEVELOPMENT –KPA – Good Governance</b>									<b>PERFORMANCE MILESTONES</b>			
KPA	Objective	Strategy	Department	KPI	Budget /Vote Number	Expenditure	Expenditure %	Annual Target	Quarter 1 Target	On Target/ Not on Target	Actual Output	Reason for Variance and Plan of Action
Good Governance	To fully involve, capacitate and empower the SPU Sector, with special focus on the Disabled, Youth	Design programmes and arrange events that will encourage the participation of the SPU sector, especially the Disabled, Youth and Women.	Corporate Services	Monitor Functionality of SPU consultative councils/  Forums by providing quarterly reports to the Corporate Services Portfolio Committee.	n/a	n/a	n/a	4	1 quarterly report	On Target	The SPU quarterly report was tabled at the following meetings:  Corporate Services Standing Committee: 15 <sup>th</sup> August 2023  EXCO: 11 September 2023 Ordinary Council Meeting: 28 <sup>th</sup>	n/a

											September 2023.	
Good Governance	To fully involve, capacitate and empower the SPU Sector, with special focus on the Disabled, Youth	Design programmes and arrange events that will encourage the participation of the SPU sector, especially the Disabled, Youth and Women.	Corporate Services	Number of Public Holidays commemorated in 2023/2024	n/a	n/a	n/a	10	Mandela month commemoration  Women's Day celebration  Heritage Day commemoration	On Target	Mandela Day event was held in Jansenville & Klipplaat on 18 & 27 July 23, in partnership with the EC Public Protector & Gambling Board.  A women's day celebration was held in W/More on 17 August 2023 in partnership with the Department of Social. An event was also held in Jansenville in partnership with MEC Mvoko.  Heritage Day celebration on 23 September 2023 was held by various	n/a

											stakeholders including, DBNLM; SAPS; Dept of Justice; DCS; DRDAR; Soc Dev, DEDEAT and NGO's.	
<b>INSTITUTIONAL DEVELOPMENT - KPA – Organisational Transformation &amp; Institutional Development</b>								<b>PERFORMANCE MILESTONES</b>				
KPA	Objective	Strategy	Department	KPI	Budget	Expenditure	Expenditure %	Annual Target	Quarter 1 Target	On Target/ Not on Target	Actual Output	Reason for Variance and Plan of Action
Organisational Transformation & Institutional Development	To recruit staff with adequate qualifications , skills, training and experience.	Commence with placement process.	Corporate Services	100% Implementation of placement (recruitment and selection) by 31 December 2023.	n/a	n/a	n/a	100%	100% Implementation of placement (recruitment & selection)	Not on Target	The placement process is 95% finalised, the organogram has been adopted by council on 29 August 2023.	5% to be finalised.
Organisational Transformation & Institutional Development	To recruit staff with adequate qualifications , skills,	Commence with placement process.	Corporate Services	% of job evaluations completed for all filled post on the staff establishment	n/a	n/a	n/a	100%	50% of job evaluations completed for all post filled on the staff establishment	On Target	Job evaluation is ongoing 66% of job descriptions	n/a

	training and experience.			by 31 <sup>st</sup> December 2023.							has been evaluated	
Organisational Transformation & Institutional Development	To provide sufficient operational requirements , furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality' s levels of service delivery, as well as legally compliant	Implement Plan & Policies and upgrade systems; accordingly, provide suitable training to enable staff to utilize these systems optimally and correctly.	Corporate Services	Number of employment equity plans revised/ developed by 31 December 2023.	n/a	n/a	n/a	1	n/a	No output required for this quarter	n/a	n/a
Organisational Transformation & Institutional Development	To provide sufficient operational requirements , furnish and equip the relevant offices and venues, in order to improve	Implement Plan & Policies and upgrade systems; accordingly, provide suitable training to enable staff to utilize	Corporate Services	Develop a workplace skills plan with an annual training report by 30 <sup>th</sup> June 2024.	n/a	n/a	n/a	1	Collect information from departments to develop plan.	On Target	Information collected, and plan developed	n/a

	efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as legally compliant	these systems optimally and correctly.										
Organisational Transformation & Institutional Development	To provide sufficient operational requirements, furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant.	Implement Plan & Policies and upgrade systems accordingly; provide suitable training to enable staff to utilize these systems optimally and correctly.	Corporate Services	Number of WSP training meetings held by 30 <sup>th</sup> June 2024.	n/a	n/a	n/a	4	Training Committee meeting	On Target	Training Committee held on 1 August 2023	n/a

Organisational Transformation & Institutional Development	To provide sufficient operational requirements , furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality' s levels of service delivery, as well as be legally compliant.	Implement Plan & Policies and upgrade systems accordingly; provide suitable training to enable staff to utilize these systems optimally and correctly.	Finance Department	Number of municipal policies reviewed 30 June 2024	n/a	n/a	n/a	12	n/a	No output required for this quarter.	n/a	n/a
Organisational Transformation & Institutional Development	To provide sufficient operational requirements , furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff	Implement Plan & Policies and upgrade systems accordingly; provide suitable training to enable staff to utilize these systems	Corporate Services	Number of municipal policies reviewed 30 June 2024	n/a	n/a	n/a	12	n/a	No output required for this quarter.	n/a	n/a

	and the Municipality's levels of service delivery, as well as legally compliant	optimally and correctly.										
Organisational Transformation & Institutional Development	To provide sufficient operational requirements , furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant.	Implement Plan & Policies and upgrade systems accordingly; provide suitable training to enable staff to utilize these systems optimally and correctly.	Finance Department	Prepare Supply Chain Management Implementation Compliance through 4 quarterly reports by 30 June 2024.	n/a	n/a	n/a	4	1 Quarterly SCM Report	On Target	SCM report	n/a
Organisational Transformation & Institutional Development	To provide sufficient operational requirements , furnish and equip the relevant	Implement Plan & Policies and upgrade systems accordingly; provide	Finance Department	Develop and Monitor Contract register for all service providers and provide	n/a	n/a	n/a	4	Contract register Report	On Target	Contract register report n	n/a

	offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant.	suitable training to enable staff to utilize these systems optimally and correctly.		quarterly reports by 30 June 2024.								
Organisational Transformation & Institutional Development	To develop a performance management culture within the Municipality	Quarterly institutional performance reports to Council.	Municipal Manager	4 quarterly SDBIP Performance reports submitted to Council by 30 June 2024, to inform Council of Institutional Performance.	n/a	n/a	n/a	4	1 SDBIP Performance report submitted to Council by October 2023.	On Target	SDBIP report prepared 6 <sup>th</sup> October 2023.	n/a
Organisational Transformation & Institutional Development	To provide sufficient operational requirements , furnish and equip the relevant offices and venues, in order to	Implement Plan & Policies and upgrade systems accordingly; provide suitable training to enable staff	Municipal Manager	Monitor Council resolutions by providing 4 quarterly reports on the implementation of council resolutions.	n/a	n/a	n/a	4	1	On Target	A progress report on the implementation of Council Resolutions tabled to EXCO on the 11th September	n/a

	improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant.	to utilize these systems optimally and correctly.									2023 and to Council on the 28 <sup>th</sup> September 2023 during an Ordinary Council Meeting.	
Organisational Transformation & Institutional Development	To provide sufficient operational requirements , furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality's levels of service delivery, as well as be legally compliant.	Implement Plan & Policies and upgrade systems accordingly; provide suitable training to enable staff to utilize these systems optimally and correctly.	Corporate Services	Ensure an updated Lease Register on a quarterly basis.	n/a	n/a	n/a	1	Update register	On Target	The updated Lease Register was tabled at the following meetings:  Corporate Services Standing Committee: 15 <sup>th</sup> August 2023  EXCO: 11 September 2023  Ordinary Council Meeting: 28 <sup>th</sup> September 2023.	n/a

Organisational Transformation & Institutional Development	To provide sufficient operational requirements , furnish and equip the relevant offices and venues, in order to improve efficiency of all departments, their staff and the Municipality' s levels of service delivery, as well as be legally compliant.	Implement Plan & Policies and upgrade systems accordingly; provide suitable training to enable staff to utilize these systems optimally and correctly	Corporate Services	Report on all disciplinary hearings and litigations on a quarterly basis to EXCO.	n/a	n/a	n/a	4	Report on all disciplinary hearing	On Target	report was submitted to EXCO on 11 September 2023	n/a
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LOCAL ECONOMIC DEVELOPMENT								PERFORMANCE MILESTONES				
KPA	Objective	Strategy	Department	KPI	Budget	Expenditure	Expenditure %	Annual Target	Quarter 1 Target	On Target /Not on Target	Actual Output	Reason for Variance and Plan of Action
Local Economic Development	Job Creation, BEE & Partnerships, SMME, Industrial and Sector Development, Skills Development, Mainstreaming of 2 <sup>nd</sup> Economy, Youth and Women	Support, encourage and facilitate value-adding initiatives, programmes and projects.	Municipal Manager	Assistance and development of SMME's by 30 June 2024.	n/a	n/a	n/a	30	5 SMME	On Target	10 SMME's trained on SCM legislated framework	n/a
Local Economic Development	SUSTAINABLE JOB CREATION ♦ BEE & PARTNERSHIPS ♦ SMME, INDUSTRIAL AND SECTOR DEVELOPMENT ♦	Support, encourage and facilitate value-adding initiatives, programmes and projects	Municipal Manager	Develop Tourism Sector Plan and approve by council by 30 <sup>th</sup> June 2023.	n/a	n/a	n/a	1	Planning and collation of information.	On Target	Planning in process	n/a

	SKILLS DEVELOPMENT ♦ MAINSTREAMING OF 2ND ECONOMY, YOUTH, DISABLED & WOMEN											
Local Economic Development	SUSTAINABLE JOB CREATION ♦ BEE & PARTNERSHIPS ♦ SMME, INDUSTRIAL AND SECTOR DEVELOPMENT ♦ SKILLS DEVELOPMENT ♦ MAINSTREAMING OF 2ND ECONOMY, YOUTH, DISABLED & WOMEN	Support, encourage and facilitate value-adding initiatives, programmes and projects	Municipal Manager	Number of Business forums within Dr. Beyers Naude Municipality established by 31 December 2023.	n/a	n/a	n/a	1	n/a	No output required for this quarter	n/a	n/a

Local Economic Development	SUSTAINABLE JOB CREATION ♦ BEE & PARTNERSHIPS ♦ SMME, INDUSTRIAL AND SECTOR DEVELOPMENT ♦ SKILLS DEVELOPMENT ♦ MAINSTREAMING OF 2ND ECONOMY, YOUTH, DISABLED & WOMEN	Support, encourage and facilitate value-adding initiatives, programmes and projects	Municipal Manager	Number of Commonage Management Policies developed by 31 March 2024	n/a	n/a	n/a	1	Planning and collation of information.	On Target	Planning underway and assistance requested and approved by DRDAR.	n/a
Local Economic Development	SUSTAINABLE JOB CREATION ♦ BEE & PARTNERSHIPS ♦ SMME, INDUSTRIAL AND SECTOR DEVELOPMENT ♦ SKILLS DEVELOPMENT	Develop LED Strategic Plan with an economic Vision for the Municipality.	Municipal Manager	Number of policies developed, aimed at increasing participation in local economy by 30 <sup>th</sup> June 2024	n/a	n/a	n/a	2	n/a	No output required for this quarter.	Although no output is required for this quarter, Informal Training policy developed and ready to be workshoped.	n/a

	MENT ♦ MAINSTREA MING OF 2ND ECONOMY, YOUTH, DISABLED & WOMEN											
<b>BACK TO BASICS – KPA – Good Governance &amp; Public Participation</b>								<b>PERFORMANCE MILESTONES</b>				
KPA	Objective	Strategy	Department	KPI	Budget	Expenditure	Expenditure %	Annual Target	Quarter 1 Target	On Target/ Not on Target	Actual Output	Reason for Variance and Plan of Action
Good Governance & Public Participation	To become the best performing Municipality, in all respects.	Developing a credible Integrated Development Plan that will address the developmental needs of our community.	Municipal Manager	Review of a 5-year IDP for 2022 – 2027, by 30 June 2024.	n/a	n/a	n/a	1	(a) Prepare 2024 – 2025 IDP Process Plan,  (b) Adopted Process Plan by 31 <sup>st</sup> August 2023.	On Target	IDP process plan adopted	n/a
Good Governance & Public Participation	To become the best performing Municipality, in all respects.	Having a fully functional Council, with Standing Committees, Fora and other structures.	Corporate Services	Facilitate the number of meetings held in terms of year planner by 30 June 2024  (4 Ordinary Council Meetings, 4	n/a	n/a	n/a	12	Facilitate that 1 Standing Committee meetings are held, one Ordinary Council Meeting and one EXCO meeting	On Target	Standing Committee Meetings were held on the 15 <sup>th</sup> & 16 <sup>th</sup> August 2023	n/a

				Standing Committee meetings and 4 EXCO Meetings)					in terms of the year planner.  Quarterly report on execution of Council Resolution. (Resolution Register) to EXCO		EXCO: 11 <sup>th</sup> September 2023  Ordinary Council Meeting: 28 <sup>th</sup> September 2023  Progress report on the execution of Council resolutions was tabled at EXCO on the 11 September 2023 and Council on the 28 September 2023.	
Good Governance & Public Participation	To become the best performing Municipality, in all respects.	Having a fully functional Council, with Standing Committees, Fora and other structures.	Municipal Manager	Number of MPAC meetings to assist with oversight function until 30 June 2024	n/a	n/a	n/a	4	Organise MPAC meeting	On Target	MPAC Meeting held on	n/a

Good Governance & Public Participation	To become the best performing Municipality, in all respects.	Having a fully functional Council, with Standing Committees, Fora and other structures.	Corporate Services	Number of Audit Committee meetings to assist with oversight function until 30 June 2024	n/a	n/a	n/a	4	Organise Audit Committee meeting	On Target	A special Audit Committee Meeting was held on the 30 <sup>th</sup> August 2023.	n/a
Good Governance & Public Participation	To become the best performing Municipality, in all respects.	Having a fully functional Council, with Standing Committees, Fora and other structures.	Corporate Services	Number of IT steering committee meetings held by 30 June 2024	n/a	n/a	n/a	4	1 Meeting	On Target	ICT Meeting was held on the 24 <sup>th</sup> July 2023	n/a
Good Governance & Public Participation	To become the best performing Municipality, in all respects	Installing and maintaining effective and efficient communications and other systems that will improve information-sharing, enhance public participation and promote socio-economic development.	Corporate Services (HR)	Ensure that the LLF is functioning properly and fulfilling its mandate by facilitating 4 Meetings annually	n/a	n/a	n/a	4	1 Meeting	On Target	LLF Meeting was held on the 13 <sup>th</sup> September 2023.	n/a
Good Governance & Public Participation	To become the best performing Municipality,	Installing and maintaining effective and efficient communicati	Corporate Services	Number of Occupational Health and Safety	n/a	n/a	n/a	4	1 meeting held	On Target	OHS Meeting was held on the	n/a

	in all respects.	ons and other systems that will improve information-sharing, enhance public participation and promote socio-economic development.		Committee Meetings held by 30 June 2024.							24th August 2023.	
Good Governance & Public Participation	To become the best performing Municipality, in all respects.	Installing and maintaining effective and efficient communications and other systems that will improve information-sharing, enhance public participation and promote socio-economic development.	Municipal Manager	Number of quarterly newsletters distributed by 30 June 2024	n/a	n/a	n/a	4	Quarterly newsletter distributed to all employees.	On Target	Bi-weekly mayors desk shared with employees and on social media for the public	n/a
Good Governance & Public Participation	To become the best performing Municipality, in all respects	Installing and maintaining effective and efficient communications and other systems that	Municipal Manager	Revise Communication Strategy and Action plan by 31 March 2024	n/a	n/a	n/a	1	N/A	No output required for this quarter	SBDM assisting with review of Communication Strategy	n/a

		will improve information-sharing, enhance public participation and promote socio-economic development.									and action plan	
Good Governance & Public Participation	To become the best performing Municipality, in all respects.	Installing and maintaining effective and efficient communications and other systems that will improve information-sharing, enhance public participation and promote socio-economic development.	Infrastructure Services	Maintain updated housing beneficiary list and submit to Infrastructure Service standing committee on a quarterly basis by 30 June 2024	n/a	n/a	n/a	4	Updated beneficiary list and quarterly submission to the Infrastructure Service Standing Committee.	Not on Target	No report tabled before Committee Meeting	Report to be tabled in 2 <sup>nd</sup> Quarter.
Good Governance & Public Participation	To become the best performing Municipality, in all respects.	Installing and maintaining effective and efficient communications and other systems that will improve information-	Corporate Services	Quarterly reports from the customer care call centre submitted to EXCO.	n/a	n/an	n/a	4	Quarterly reports from the customer care call centre on status of all complaints received.	On Target	Customer Care report was submitted as follows:  Standing Committee:	n/a

		sharing, enhance public participation and promote socio-economic development										15 August 2023 EXCO: 11 <sup>th</sup> September 2023 Council: 28 <sup>th</sup> September 2023	
<b>BACK TO BASICS – KPA – Sound Financial Management</b>								<b>PERFORMANCE MILESTONES</b>					
KPA	Objective	Strategy	Department	KPI	Budget	Expenditure	Expenditure %	Annual Target	Quarter 1 Target	On Target/ Not on Target	Actual Output	Reason for Variance and Plan of Action	
Sound Financial Management	To become a financially viable and sustainable Municipality.	The development and implementation of a Funding Strategy.	Municipal Manager/ All Directors	100% expenditure of Municipal Grants by 30 June 2024	30 391 190	12 235 731	39%	100%	15%	On Target	39%	n/a	
Sound Financial Management	To receive a Clean Audit Opinion from the Auditor-General.	Implementation and execution of an Audit Action Plan.	Municipal Manager/ All Directors	100% Reporting compliance by submitting s71, s72 and s52d reports within legislated timeframes by 30 June 2024	n/a	n/a	n/a	100%	100% compliance to Financial Planner Deadlines	On Target	100% compliance	n/a	

Sound Financial Management	To receive a Clean Audit Opinion from the Auditor-General.	Implementation and execution of an Audit Action Plan.	Municipal Manager/All Directors	Improve Outcome of the AG report: Execute action plan to address previous findings by 30 June 2024.	n/a	n/a	n/a	1	n/a	No output required for this quarter.	Audit underway	n/a
Sound Financial Management	To receive a Clean Audit Opinion from the Auditor-General.	Implementation and execution of an Audit Action Plan.	Finance Department	Verification of the completeness of the Asset Register (Asset Register compliant to GRAP standards)	n/a	n/a	n/a	100%	All purchases captured and updated on Asset Register	On Target	All purchases captured and updated on Asset Register	n/a
Sound Financial Management	To become a financially viable and sustainable Municipality.	Alignment of the Budget to the IDP's Development Priorities.	Municipal Manager/All Directors	Percentage CAPEX of budget spend by 30th June 2024.	73 800 299	9 235 767	25%	100%	15% spent	On Target	25% spent	n/a
Sound Financial Management	To become a financially viable and sustainable Municipality.	Alignment of the Budget to the IDP's Development Priorities.	Municipal Manager/All Directors	Percentage OPEX budget spend by 30th June 2024.	554 298 038	126 346 962	25%	80%	30% spent	Not on Target	25%	n/a
Sound Financial Management	To adopt a realistic, credible and funded	Alignment of the Budget to the IDP's	Municipal Manager/	2024//2025 Budget approved by	n/a	n/a	n/a	1	Process Plan adopted	On Target	Process adopted	n/a

	Annual Budget	Development Priorities.	All Directors	Council by 30 June 2024								
Sound Financial Management	To become a financially viable and sustainable Municipality.	Implementation and execution of the Financial Recovery Plan – robust plans for the repayment of debt and/or maintain a healthy level of cash reserves and assets in order to meet unexpected costs.	Municipal Manager/  All Directors	Number of reports on the implementation of the Budget Funding Plan by 30 June 2024.	n/a	n/a	n/a	12	Ensure compliance with Budget Funding Plan deadlines by submitting implementation progress reports monthly to the Municipal Manager and quarterly to EXCO	Not on Target	Report prepared	To be presented to EXCO on 20 October 2023
Sound Financial Management	To become a financially viable and sustainable Municipality.	Stringent implementation and execution of the Municipality's Credit Control & Debt Collection Policy.	Finance Department	Improve collection rate on service debtors to address cash flow constraints by 30 June 2024.  (Service debtors/service debt collected)	n/a	n/a	n/a	95%	60%	On Target	89.45%	n/a
Sound Financial Management	To become a financially viable and sustainable Municipality.	Implementation and execution of the Financial Recovery Plan – robust plans for the repayment	Finance Department	Financial recovery plan implemented and monitored by submissions quarterly to	n/a	n/a	n/a	4	Ensure compliance with financial recovery plan deadlines by submitting	Not on Target	Report prepared	To be presented to EXCO on 20

		of debt and/or maintain a healthy level of cash reserves and assets in order to meet unexpected costs.		EXCO by 30 June 2024.					implementation progress report quarterly to EXCO			October 2023
Sound Financial Management	To become a financially viable and sustainable Municipality.	Stringent implementation and execution of the Municipality's Credit Control & Debt Collection Policy.	Finance Department	Effective control over 95% collection of property rates: by 30 June 2024  Property rates collected/ property rate debtors.	n/a	n/a	n/a	Ensure average 95% recovery rate of property rates billed by 30 June 2023.	Ensure effective recovery of property rates  60%	On Target	60%	n/a
Sound Financial Management	To receive a clean audit opinion from the Auditor General.	Implementation and execution of the Financial Recovery Plan – robust plans for the repayment of debt and/or maintain a healthy level of cash reserves and assets in order to meet	Finance Department	Average number of days taken for creditors to be paid:  Creditors Payment Period  Creditors Outstanding/Credit Purchases	n/a	n/a	n/a	30 days	30 days	Not on Target	Incl Eskom: 2306 days  Excl Eskom:  118 days	The Municipality is experience severe cashflow difficulties with an unfunded budget making it factually impossible to pay



