THEEWATERSKLOOF MUNICIPALITY

4th Quarter SDBIP Report

2023/2024

4th Quarter SDBIP Report
Office of the Municipal Manager

2023/2024

Theewaterskloof Municipality

2023-2024: Top Layer KPI Report

Internal Ref / Indicator Code	Responsible Directorate	Municipal KPA	Strategic Objective	KPI Name	Description of Unit of Measurement	Responsible Owner	Baseline	Source of Evidence	Calculation Type	Target Type	Original Annual Target	Revised Annual Target	YTD Actual	Performance Comment	Corrective Measures	Overall Performance for Quarter ending September 2023 to Quarter ending June 2024				Internal Audit Comments
																Original Target	Target	Actual	R	
TL1	Office of the Municipal Manager	Institutional Development	Democratic, responsive, and accountable government	Conduct a formal performance evaluation of the senior managers in terms of their signed agreements	Number of formal evaluations conducted	Municipal Manager	2	Signed scoring sheets	Accumulative	Number	2	2	2	**Target achieved**		**2**	**2**	**2**	G	The actual performance and portfolio of evidence is valid, accurate and complete.
TL2	Office of the Municipal Manager	Good Governance	Democratic, responsive, and accountable government	Compile and submit the final IDP to Council by 31 May 2024	Final IDP submitted to Council	Municipal Manager	1	Proof of submission	Carry Over	Number	1	1	1	**Target achieved**		**1**	**1**	**1**	G	The actual performance and portfolio of evidence is valid, accurate and complete.
TL3	Office of the Municipal Manager	Financial Viability	Democratic, responsive, and accountable government	Compile and submit the final annual budget to Council by 31 May 2024	Final budget submitted to Council	Municipal Manager	1	Proof of submission	Carry Over	Number	1	1	1	**Target achieved**		**1**	**1**	**1**	G	The actual performance and portfolio of evidence is valid, accurate and complete.
TL4	Office of the Municipal Manager	Good Governance	Democratic, responsive, and accountable government	Compile and submit the Oversight Report to Council by 31 March 2024	Report submitted to Council	Municipal Manager	1	Proof of submission	Carry Over	Number	1	1	1	**Target achieved**		**1**	**1**	**1**	G	The actual performance and portfolio of evidence is valid, accurate and complete.
TL5	Office of the Municipal Manager	Good Governance	Democratic, responsive, and accountable government	Compile and submit the Draft Annual Report to Council by 31 January 2024	Draft Annual Report submitted to Council	Municipal Manager	1	Proof of submission	Accumulative	Number	1	1	1	**Target achieved**		**1**	**1**	**1**	G	The actual performance and portfolio of evidence is valid, accurate and complete.
TL6	Office of the Municipal Manager	Basic Service Delivery	Sound financial management and continuous revenue growth	The percentage of the municipal capital budget spent on projects as at 30 June 2024 {(Actual amount spent on capital projects excluding orders/Total amount budgeted for capital projects)X100}	% of capital budget spent	Municipal Manager	96.69%	S71 Report And Financial Statements	Last Value	Percentage	95%	95%	43.57%	**Target not achieved: June 2024:** 43.57% of the budget was spent.	**June 2024:** All outstanding invoices has not been paid, invoices will be paid in period July up to August (period 13) which should significantly increase the percentage.	**95%**	**95%**	**43.57%**	R	The actual performance and portfolio of evidence is valid, accurate and complete.
TL7	Office of the Municipal Manager	Good Governance	Democratic, responsive, and accountable government	Compile and submit Annual Performance Report (APR) to the AG by 31 August 2023	Annual Performance Report Submitted	Municipal Manager	1	Confirmation by AG	Accumulative	Number	1	1	1	**Target achieved**		**1**	**1**	**1**	G	The actual performance and portfolio of evidence is valid, accurate and complete.
TL8	Office of the Municipal Manager	Institutional Development	Democratic, responsive, and accountable government	Sign Performance agreements for all S56/57 appointments by 31 July 2023 or within 30 days after employment	Number of Performance Agreements Signed	Municipal Manager	5	Signed Agreements	Accumulative	Number	6	6	5	**Target almost achieved: June 2024:** Five agreements was concluded by 31 July 2023 or within 30 days after employment. The outstanding contract was concluded and signed 9 days late.	**June 2024:** We were informed late by HR of the appointment, clarity was needed on date of appointment and duration of contracts, performance contract had to be adjusted for the period of appointment and consulted with appointees. Arrangements have now been put in place to ensure that once council resolutions have been taken relating to S56/57 appointment IDP office will immediately be informed to prevent late conclusion of contracts. It should be noted the legislation allow for conclusion of contracts 60days after appointment, however the target was set to ensure timeous conclusion of contracts. The outstanding contract was concluded and signed 9 days late.	**6**	**6**	**5**	O	The actual performance and portfolio of evidence is valid, accurate and complete.
TL79	Office of the Municipal Manager	Good Governance	Democratic, responsive, and accountable government	Submit Quarterly reports on "feel good stories" to management	Number of reports submitted	Municipal Manager	0	Proof of submisison	Accumulative	Number	1	1	0	**Target not achieved: June 2024:** The KPI is subject/dependent on other departments timeously providing their information, compiling the report and awaiting suitable date to present to management.	**June 2024:** In future stringer methods will be impose to ensure departments submit on time and report is timeously submitted to management.	**1**	**1**	**0**	R	No Performance

Overall Summary of Results

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	0
R	KPI Not Met	0% <= Actual/Target <= 74.999%	2
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	1
G	KPI Met	Actual meets Target (Actual/Target = 100%)	6
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
	Total KPIs:		**9**

Report generated on 16 July 2024 at 13:16.

4th Quarter SDBIP Report
Financial Services

2023/2024

Theewaterskloof Municipality

2023-2024: Top Layer KPI Report

Internal Ref / Indicator Code	Responsible Directorate	Municipal KPA	Strategic Objective	KPI Name	Description of Unit of Measurement	Responsible Owner	Baseline	Source of Evidence	Calculation Type	Target Type	Original Annual Target	Revised Annual Target	YTD Actual	Performance Comment	Corrective Measures	Overall Performance for Quarter ending September 2023 to Quarter ending June 2024				Internal Audit Comments
																Original Target	Target	Actual	R	
TL9	Financial Services	Financial Viability	Democratic, responsive, and accountable government	Compile an Audit Action Plan to Address AG Audit findings and submit to Management by 31 January 2024 for approval	Plan completed and submitted to management	Director: Financial Services	1	Proof of submission	Carry Over	Number	1	1	0	**Target not achieved: June 2024:** Audit Action Plan submitted for Management on 6 March 2024.	**June 2024:** The Audit Action plan was populated on time and sent to Provincial Treasury, Attachment 3 is Provincial Treasury assessment report that was received as portfolio of evidence relevant assessment on the plan was made in order for management to endorse the Audit Action plan hence the submission was done late.	**1**	**1**	**0**	R	No performance. Although Audit Action Plan was completed, it was done after 31 January 2024.
TL11	Financial Services	Financial Viability	Sound financial management and continuous revenue growth	Achieve a debtor payment percentage of 85% as at 30 June 2024 ((Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off)/Billed Revenue) x 100	Payment % achieved	Manager: Revenue	83.30%	Section 71 Report/Financial Statements	Last Value	Percentage	85%	85%	83%	**Target almost achieved: June 2024:** 81% of the outstanding debtors are eskom areas where electricity meters cannot be blocked. no funds for utility water meters to be able to restrict water meters to 6kl.	**June 2024:** A twk2 advertised to appoint Legal service provider. Contract of previous service provider ended 30 June 2024.	**85%**	**85%**	**83%**	O	The actual performance and portfolio of evidence is valid, accurate and complete.
TL12	Financial Services	Financial Viability	Sound financial management and continuous revenue growth	Financial viability measured in terms of the municipality's ability to meet its service debt obligations as at 30 June 2024 ((Total Operating Revenue-Operating Grants)/Debt Service Payments (i.e. interest + redemption) due within one year)	Ratio achieved	Manager: Expenditure	16.42	Section 71 Report	Last Value	Number	11	11	0	**Target not achieved: June 2024:** Municipality could not meet its debt commitments due to financial challenges	**June 2024:** A Budget Funding Plan will be presented to Council for approval	**11**	**11**	**0**	R	No performance.
TL13	Financial Services	Financial Viability	Sound financial management and continuous revenue growth	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2024 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excl	Number of months it takes to cover fix operating expenditure with available cash	Manager: Expenditure	1.30	Section 71 Report	Last Value	Number	1.20	1.20	0	**Target not achieved: June 2024:** The municipality do not have the resources to cover operating costs	**June 2024:** A Budget Funding Plan will be presented to Council for approval	**1.20**	**1.20**	**0**	R	No performance.
TL14	Financial Services	Financial Viability	Sound financial management and continuous revenue growth	Financial viability measured in terms of the outstanding service debtors as at 30 June 2024 (Total outstanding service debtors/ revenue received for services)	% of outstanding service debtors	Manager: Revenue	85.28%	Section 71 Report	Reverse Last Value	Percentage	70%	70%	80.04%	**Target not achieved: June 2024:** This is a preliminary percentage and will be updated with the final percentage which will be stated in the financial statements.	**June 2024:** The contract of the service provider appointed in February 2024 was terminated. A new service provider will be appointed after procurement was finalised to be able to hand over arrear accounts after credit control procedures was finalised. Outstanding amounts which already prescribed will be submitted to be approved by the write-off committee.	**70%**	**70%**	**80.04%**	R	The actual performance and portfolio of evidence is valid, accurate and complete.
TL15	Financial Services	Basic Service Delivery	Basic services for all	Provide 6kl free basic water per month to all indigent households during the 2023/24 financial year	Number of indigent households receiving free basic water	Head: Financial Operations	6 336	Report From The Financial System With Registered Indigent Households	Last Value	Number	6 100	6 100	6 295	**Target well achieved**		**6 100**	**6 100**	**6 295**	G2	The actual performance and portfolio of evidence is valid, accurate and complete.
TL16	Financial Services	Basic Service Delivery	Basic services for all	Provide 70kwh of free basic electricity per month to all indigent households (Excluding Eskom) during the 2023/24 financial year	Number of indigent households receiving free basic electricity	Head: Financial Operations	2 644	Report From The Financial System With Registered Indigent Households	Last Value	Number	2 550	2 550	2 707	**Target well achieved**		**2 550**	**2 550**	**2 707**	G2	The actual performance and portfolio of evidence is valid, accurate and complete.
TL17	Financial Services	Basic Service Delivery	Basic services for all	Provide free basic refuse removal to indigent households in terms of the equitable share requirements during the 2023/24 financial year	Number of indigent households receiving free basic refuse removal	Head: Financial Operations	6 396	Report From The Financial System With Registered Indigent Households	Last Value	Number	6 250	6 250	6 324	**Target well achieved**		**6 250**	**6 250**	**6 324**	G2	The actual performance and portfolio of evidence is valid, accurate and complete.
TL18	Financial Services	Basic Service Delivery	Basic services for all	Provide free basic sanitation to indigent households in terms of the equitable share requirements during the 2023/24 financial year	Number of indigent households receiving free basic sanitation	Head: Financial Operations	6 347	Report From The Financial System With Registered Indigent Households	Last Value	Number	6 250	6 250	6 295	**Target well achieved**		**6 250**	**6 250**	**6 295**	G2	The actual performance and portfolio of evidence is valid, accurate and complete.
TL19	Financial Services	Basic Service Delivery	Basic services for all	Number of residential properties that receive piped water (credit and prepaid water) that is connected to the municipal water infrastructure network and billed for the services during 2023/24 financial year	Number of residential properties which are billed for water or have prepaid meters	Manager: Revenue	15 984	Report From The Financial System Indicating Billed Debtors	Last Value	Number	15 955	15 955	15 987	**Target well achieved: June 2024:** Complied		**15 955**	**15 955**	**15 987**	G2	The actual performance and portfolio of evidence is valid, accurate and complete.
TL20	Financial Services	Basic Service Delivery	Basic services for all	Number of residential properties connected to the municipal electrical infrastructure network (credit and prepaid electrical metering) (excluding ESKOM areas) and billed for the services during the 2023/24 financial year	Number of residential properties which are billed for electricity or have prepaid meters (excluding ESKOM areas)	Manager: Revenue	7 557	Report From The Financial System Indicating Billed Debtors	Last Value	Number	7 550	7 550	7 571	**Target well achieved: June 2024:** Complied		**7 550**	**7 550**	**7 571**	G2	The actual performance and portfolio of evidence is valid, accurate and complete.
TL21	Financial Services	Basic Service Delivery	Basic services for all	Number of residential properties for which refuse is removed once per week and billed for the services during the 2023/24 financial year	Number of residential properties which are billed for refuse removal once a month	Manager: Revenue	16 087	Report From The Financial System Indicating Billed Debtors	Last Value	Number	16 075	16 075	16 108	**Target well achieved: June 2024:** Complied		**16 075**	**16 075**	**16 108**	G2	The actual performance and portfolio of evidence is valid, accurate and complete.
TL22	Financial Services	Basic Service Delivery	Basic services for all	Number of residential properties connected to the municipal waste water sanitation/sewer network for sewerage services (inclusive of septic tanks) irrespective of the number of water closets (toilets) and billed for the services during the 2023/24	Number of residential properties which are billed for sewerage	Manager: Revenue	15 587	Report From The Financial System Indicating Billed Debtors	Last Value	Number	15 560	15 560	15 664	**Target well achieved: June 2024:** Complied		**15 560**	**15 560**	**15 664**	G2	The actual performance and portfolio of evidence is valid, accurate and complete.
TL23	Financial Services	Basic Service Delivery	Sound financial management and continuous revenue growth	Purchase smart (utility) water meters by 30 June 2024	Number of smart water meters purchased	Head: Financial Operations	2 040	Invoices and Goods Received Note	Accumulative	Number	1 500	1 500	0	**Target not achieved: June 2024:** The appeal was only resolved on 10 July 2024 see attached, whilst the BAC awarded the tender on 12 April 2024.	**June 2024:** To procure after year end processes are completed subject to the availability of funds.	**1 500**	**1 500**	**0**	R	No performance.
TL24	Financial Services	Good Governance	Democratic, responsive, and accountable government	Achieve an unqualified audit opinion for the 2022/23 financial year	Unqualified audit opinion achieved	Director: Financial Services	1	Signed Audit Report	Last Value	Number	1	1	1	**Target achieved**		**1**	**1**	**1**	G	The actual performance and portfolio of evidence is valid, accurate and complete.

TL25	Financial Services	Good Governance	Democratic, responsive, and accountable government	Compile and submit the Annual Financial Statements to the Auditor General (AG) by 31 August 2023	Annual Financial Statements submitted to the AG	Director: Financial Services	1	Acknowledgement of receipt	Accumulative	Number	1	1	1	**Target achieved**		**1**	**1**	**1**	G	The actual performance and portfolio of evidence is valid, accurate and complete.
TL80	Financial Services	Financial Viability	Sound financial management and continuous revenue growth	Develop a Revenue Enhancement Plan and submit to management by end of May	Plan Developed and Submitted to Management	Director: Financial Services	0	Proof of submission	Carry Over	Number	1	1	1	**Target achieved**		**1**	**1**	**1**	G	The actual performance and portfolio of evidence is valid, accurate and complete.

Overall Summary of Results

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	0
R	KPI Not Met	0% <= Actual/Target <= 74.999%	5
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	1
G	KPI Met	Actual meets Target (Actual/Target = 100%)	3
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	8
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
	Total KPIs:		**17**

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4th Quarter SDBIP Report
Technical and Infrastructure Implementation Services

2023/2024

Theewaterskloof Municipality

2023-2024: Top Layer KPI Report

Internal Ref / Indicator Code	Responsible Directorate	Municipal KPA	Strategic Objective	KPI Name	Description of Unit of Measurement	Responsible Owner	Baseline	Source of Evidence	Calculation Type	Target Type	Original Annual Target	Revised Annual Target	YTD Actual	Performance Comment	Corrective Measures	Overall Performance for Quarter ending September 2023 to Quarter ending June 2024				Internal Audit Comments
																Original Target	Target	Actual	R	
TL26	Technical and Infrastructure Implementation Services	Basic Service Delivery	Basic services for all	Spend 95% of the project budget approved for the construction of high mast lights and streetlights by 30 June 2024 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% budget spent	Deputy Director: Electricity	0%	Capital Expenditure Report	Last Value	Percentage	95%	95%	54.31%	**Target not achieved: June 2024:** Capex report attached Claims not paid yet	**June 2024:** Will attempt to finalize projects earlier to ensure that invoices are submitted prior to finance year end this will ensure that S71 reflects actual amounts paid. Will address the issue with directorate financial services in those cases where invoices has been submitted and not paid timeously by 30 June.	**95%**	**95%**	**54.31%**	R	The actual performance and portfolio of evidence is valid, accurate and complete.
TL27	Technical and Infrastructure Implementation Services	Basic Service Delivery	Maintenance, replacements, and upgrades of municipal infrastructure	Spend 95% of the project budget approved for the replacement streetlights with LED lights in Grabouw by 30 June 2024 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% budget spent	Deputy Director: Electricity	0%	Capital Expenditure Report	Last Value	Percentage	95%	95%	87.78%	**Target almost achieved: June 2024:** Attched CAPEX report	**June 2024:** Will attempt to finalize projects earlier to ensure that invoices are submitted prior to finance year end this will ensure that S71 reflects actual amounts paid. Will address the issue with directorate financial services in those cases where invoices has been submitted and not paid timeously by 30 June.	**95%**	**95%**	**87.78%**	O	The actual performance and portfolio of evidence is valid, accurate and complete.
TL28	Technical and Infrastructure Implementation Services	Basic Service Delivery	Maintenance, replacements, and upgrades of municipal infrastructure	Complete the upgrade of the electricity network Uitsig by 31 December 2023	Project completed	Deputy Director: Electricity	1	Completion certificate	Last Value	Number	1	1	1	**Target achieved**		**1**	**1**	**1**	G	The actual performance and portfolio of evidence is valid, accurate and complete.
TL29	Technical and Infrastructure Implementation Services	Basic Service Delivery	Maintenance, replacements, and upgrades of municipal infrastructure	Replace the mini sub-station in Caledon by 31 December 2023	Mini substation replaced	Deputy Director: Electricity	1	Completion certificate	Last Value	Number	1	1	1	**Target achieved**		**1**	**1**	**1**	G	The actual performance and portfolio of evidence is valid, accurate and complete.
TL30	Technical and Infrastructure Implementation Services	Basic Service Delivery	Basic services for all	Complete the overhead line in Protea and Disa streets (Villiersdorp) by 31 December 2023	Project completed	Deputy Director: Electricity	0	Completion certificate	Last Value	Number	1	1	1	**Target achieved**		**1**	**1**	**1**	G	The actual performance and portfolio of evidence is valid, accurate and complete.
TL31	Technical and Infrastructure Implementation Services	Basic Service Delivery	Basic services for all	Completed the overhead line in Caledon street (Greyton) by 31 December 2023	Project completed	Deputy Director: Electricity	1	Completion certificate	Last Value	Number	1	1	0	**Target not achieved: June 2024:** Project was completed April 2024.	**June 2024:** It is difficult to address non-performance or poor performance prior to it occurring, however we will attempt to set stricter milestones and stringer monitor contractor, enforce CIDB regulation in enforcing contractor work program.	**1**	**1**	**0**	R	No Performance. Although project was completed, it was not completed by 31 December as required by the KPI.
TL32	Technical and Infrastructure Implementation Services	Basic Service Delivery	Maintenance, replacements, and upgrades of municipal infrastructure	Completed the upgrade of the MV & LV overhead network in Riviersonderend by 31 December 2023	Project completed	Deputy Director: Electricity	1	Completion certificate	Last Value	Number	1	1	1	**Target achieved**		**1**	**1**	**1**	G	The actual performance and portfolio of evidence is valid, accurate and complete.
TL33	Technical and Infrastructure Implementation Services	Basic Service Delivery	Maintenance, replacements, and upgrades of municipal infrastructure	Spend 95% of the project budget approved for the Construction of New Cemetery at Uitsig, Caledon by 30 June 2024 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% budget spent	Manager: Contracts and Compliance	95%	Capital Expenditure Report	Last Value	Percentage	95%	95%	58%	**Target not achieved: June 2024:** The Cemetery fencing has been completed. Total expenditure captured on the Section 71 report is 58%. Total spending according to Technical records is 91%. Refer to POE (Section 71 Expenditure report for details).	**June 2024:** Actual spending will increase from 58% to 91% when the additional invoice is captured. Remaining funding is a saving	**95%**	**95%**	**58%**	R	The actual performance and portfolio of evidence is valid, accurate and complete.
TL34	Technical and Infrastructure Implementation Services	Basic Service Delivery	Maintenance, replacements, and upgrades of municipal infrastructure	Spend 95% of the project budget approved for the upgrade of the Villiersdorp Water Treatment Works by 30 June 2024 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% budget spent	Manager: Cleansing/ Water and Sewerage	0%	Capital Expenditure Report	Last Value	Percentage	95%	95%	77.28%	**Target almost achieved: June 2024:** According our records we had a budget of R9 514 389 with a total spending of R9 511 562,73 wich equates to 99,97% spending. Project completed and the amount of R2 826,27 is seen as a saving. Invoices was submitted and payment is overdue.	**June 2024:** Will attempt to finalize projects earlier to ensure that invoices are submitted prior to finance year end this will ensure that S71 reflects actual amounts paid. Will address the issue with directorate financial services in those cases where invoices has been submitted and not paid timeously by 30 June.	**95%**	**95%**	**77.28%**	O	The actual performance and portfolio of evidence is valid, accurate and complete.
TL35	Technical and Infrastructure Implementation Services	Basic Service Delivery	Maintenance, replacements, and upgrades of municipal infrastructure	Spend 95% of the project budget approved for the upgrade of the Botrivier WWTW by 30 June 2024 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% budget spent	Manager: Cleansing/ Water and Sewerage	0%	Capital Expenditure Report	Last Value	Percentage	95%	95%	43.51%	**Target not achieved: June 2024:** According our records we had a budget of R8 640 311 with a total spending of R8 619 690,16 wich equates to 99,76% spending. Project completed and the amount of R600 270,87 is seen as a saving. Invoices was submitted and payment is overdue.	**June 2024:** Will attempt to finalize projects earlier to ensure that invoices are submitted prior to finance year end this will ensure that S71 reflects actual amounts paid. Will address the issue with directorate financial services in those cases where invoices has been submitted and not paid timeously by 30 June.	**95%**	**95%**	**43.51%**	R	The actual performance and portfolio of evidence is valid, accurate and complete.
TL36	Technical and Infrastructure Implementation Services	Basic Service Delivery	Basic services for all	Spend 95% of the Capital Budget allocated for the Bulk Raw Water Pipe Replacement of Genadendal Berglyn Phase 1 by 30 June 2024 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% budget spent	Manager: Civil Services	95%	Capital Expenditure Report	Last Value	Percentage	95%	95%	77.67%	**Target almost achieved: June 2024:** Project completion practical. invoices submitted for payment but not yet settled.	**June 2024:** Will attempt to finalize projects earlier to ensure that invoices are submitted prior to finance year end this will ensure that S71 reflects actual amounts paid. Will address the issue with directorate financial services in those cases where invoices has been submitted and not paid timeously by 30 June.	**95%**	**95%**	**77.67%**	O	The actual performance and portfolio of evidence is valid, accurate and complete.
TL37	Technical and Infrastructure Implementation Services	Basic Service Delivery	Basic services for all	Spend 95% of the project budget approved for the construction of Riviersonderend Waste Transfer Station and Material Recovery Facility Phase 5 by 30 June 2024 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% budget spent	Manager: Cleansing/ Water and Sewerage	95%	Capital Expenditure Report	Last Value	Percentage	95%	95%	57%	**Target not achieved: June 2024:** Cleansing/ Water and Sewerage: Eng 12 -2024/25 was awarded for R849 509.97, and funding availed was R1 316 623.Each invoice was submitted and only one has been paid. Once second invoice has been paid Actual will be above 95% as completed project. Professional fees were R163 000 for this project	**June 2024**: Will attempt to finalize projects earlier to ensure that invoices are submitted prior to finance year end this will ensure that S71 reflects actual amounts paid. Will address the issue with directorate financial services in those cases where invoices has been submitted and not paid timeously by 30 June.	**95%**	**95%**	**57%**	R	The actual performance and portfolio of evidence is valid, accurate and complete.
TL38	Technical and Infrastructure Implementation Services	Basic Service Delivery	Improve the social environmental fabric of TWK community	Spend 95% of the capital budget allocated for the Upgrading of Pineview Park sport Ground in Grabouw by 30 June 2024 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% budget spent	Manager: Contracts and Compliance	95%	Capital Expenditure Report	Last Value	Percentage	95%	95%	93%	**Target almost achieved: June 2024:** Expenditure on the Section 71 report indicates expenditure of 93%. Actual spending according to Technical records is 100%. Refer to POE (Section 71 M12 report for details)	**June 2024:** Minimum 95% spending will be achieved with the addition of the retention due with the final payment certificate	**95%**	**95%**	**93%**	O	The actual performance and portfolio of evidence is valid, accurate and complete.

TL39	Technical and Infrastructure Implementation Services	Basic Service Delivery	Maintenance, replacements, and upgrades of municipal infrastructure	Spend 95% of the capital budget allocated for the upgrade of Construction of New Bulk Water Pipeline in Grabouw: Phase 5.2 by 31 December 2023 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% budget spent	Manager: Contracts and Compliance	0%	Capital Expenditure Report	Last Value	Percentage	95%	95%	100%	**Target well achieved: June 2024:** Project completed	**June 2024:** Project completed	**95%**	**95%**	**100%**	G2	The actual performance and portfolio of evidence is valid, accurate and complete.
TL41	Technical and Infrastructure Implementation Services	Basic Service Delivery	Maintenance, replacements, and upgrades of municipal infrastructure	Spend 95% of the capital budget allocated for the upgrade of Caledon bulk sewerage Pipeline by 30 June 2024 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% budget spent	Manager: Contracts and Compliance	0%	Capital Expenditure Report	Last Value	Percentage	95%	95%	89%	**Target almost achieved: June 2024:** Project completed. Actual spending according to Technical records is 95%. Refer to POE (Section 71 M12 report for details)	**June 2024**: Will attempt to finalize projects earlier to ensure that invoices are submitted prior to finance year end this will ensure that S71 reflects actual amounts paid. Will address the issue with directorate financial services in those cases where invoices has been submitted and not paid timeously by 30 June.	**95%**	**95%**	**89%**	O	The actual performance and portfolio of evidence is valid, accurate and complete.
TL42	Technical and Infrastructure Implementation Services	Basic Service Delivery	Maintenance, replacements, and upgrades of municipal infrastructure	Spend 95% of the capital budget allocated for the Water Pipe Replacement Grabouw by 30 June 2024 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% budget spent	Manager: Civil Services	0%	Capital Expenditure Report	Last Value	Percentage	95%	95%	74.53%	**Target almost achieved: June 2024:** project is completed. all invoices submitted for payment but not yet settled.	**June 2024:** Will attempt to finalize projects earlier to ensure that invoices are submitted prior to finance year end this will ensure that S71 reflects actual amounts paid. Will address the issue with directorate financial services in those cases where invoices has been submitted and not paid timeously by 30 June.	**95%**	**95%**	**74.53%**	O	The actual performance and portfolio of evidence is valid, accurate and complete.
TL43	Technical and Infrastructure Implementation Services	Basic Service Delivery	Basic services for all	Spend 95% of the capital budget allocated for the Raw water pipe replacement - Basil Newmark Pipeline Phase 3 by 30 June 2024 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% budget spent	Manager: Civil Services	95%	Capital Expenditure Report	Last Value	Percentage	95%	95%	33.01%	**Target not achieved: June 2024:** Project reached practical completion. Invoices submitted for payment but not yet settled.	**June 2024**: Will attempt to finalize projects earlier to ensure that invoices are submitted prior to finance year end this will ensure that S71 reflects actual amounts paid. Will address the issue with directorate financial services in those cases where invoices has been submitted and not paid timeously by 30 June.	**95%**	**95%**	**33.01%**	R	The actual performance and portfolio of evidence is valid, accurate and complete.
TL44	Technical and Infrastructure Implementation Services	Basic Service Delivery	Basic services for all	Spend 95% of the Municipal Infrastructure Grant by 30 June 2024	% MIG funding spent	Director: Technical and Infrastructure Implementation Services	97.85%	Capital Expenditure Report	Last Value	Percentage	95%	95%	88%	**Target almost achieved: June 2024:** According to evidence this Directorate has spent almost 100% its MIG allocation. we are yet to receive the CAPEX report to confirm whether all payments have been affected as per submissions of payments certificates.	**June 2024:** Not all expenditures accrued are captured on the financial system as yet. Once finale Capex report becomes available we will upload.	**95%**	**95%**	**88%**	O	The actual performance and portfolio of evidence is valid, accurate and complete.
TL45	Technical and Infrastructure Implementation Services	Basic Service Delivery	Basic services for all	Limit unaccounted electricity to less than 8.4% as at 30 June 2024 {(Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold (incl Free basic electricity)) / Number of Electricity Units Purchased and/or Generated) X 100}	% unaccounted electricity captured in the report	Director: Technical and Infrastructure Implementation Services	5.40%	Distribution Losses Report	Reverse Last Value	Percentage	8.40%	8.40%	3.90%	**Target extremely well achieved**		**8.40%**	**8.40%**	**3.90%**	B	The actual performance and portfolio of evidence is valid, accurate and complete.

Overall Summary of Results

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	0
R	KPI Not Met	0% <= Actual/Target <= 74.999%	6
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	7
G	KPI Met	Actual meets Target (Actual/Target = 100%)	4
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	1
B	KPI Extremely Well Met	150.000% <= Actual/Target	1
	Total KPIs:		**19**

Report generated on 16 July 2024 at 15:54.

4th Quarter SDBIP Report
Community Services

2023/2024

Theewaterskloof Municipality

2023-2024: Top Layer KPI Report

Internal Ref / Indicator Code	Responsible Directorate	Municipal KPA	Strategic Objective	KPI Name	Description of Unit of Measurement	Responsible Owner	Baseline	Source of Evidence	Calculation Type	Target Type	Original Annual Target	Revised Annual Target	YTD Actual	Performance Comment	Corrective Measures	Overall Performance for Quarter ending September 2023 to Quarter ending June 2024				Internal Audit Comments
																Original Target	Target	Actual	R	
TL46	Community Services	Basic Service Delivery	Basic services for all	Achieve an average of 90% water sample compliance with SANS 241 micro biological indicators Water Treatment Works {(% achievement all WTW's/WTW's tested) by 30 June 2024	Average % water compliance in terms of SANS 241 achieved	Director: Community Services	93.40%	Independent Laboratory Test Results (IRIS System)	Last Value	Percentage	90%	90%	92.20%	**Target well achieved**		**90%**	**90%**	**92.20%**	G2	The actual performance and portfolio of evidence is valid, accurate and complete.
TL47	Community Services	Basic Service Delivery	Basic services for all	Install and replace 1 000 pre-paid/smart water meters by 30 June 2024	Number of prepaid /smart water meters installed	Director: Community Services	2 645	Signed-off installation job cards	Accumulative	Number	1 500	1 000	1 303	**Target well achieved**		**1 500**	**1 000**	**1 303**	G2	The actual performance and portfolio of evidence is valid, accurate and complete.
TL48	Community Services	Basic Service Delivery	Maintenance, replacements, and upgrades of municipal infrastructure	65% of effluent samples comply with permit values {(% compliance of all WWTW's achieved / the number of WWTW's tested)}	Average % achieved	Director: Community Services	53.86%	Independent Laboratory Test Results (IRIS System)	Last Value	Percentage	65%	65%	58.18%	**Target almost achieved: June 2024:** Botriver April 66.7% May 66.7% June -30.56% Caledon April - 50% May 66.7% June 66.67% Tesselaarsdal April 80.6% May -52.8% June 38.9% Grabouw April 30.6% May 38.89% June 38.89% Villiersdorp April - 38.89% May 66.67% June -30.56% Greyton April 38.89% May - 100% June 47.22% Genadendal April - 44.44% May 47.22% June 62.50% Riviersonderend April 58.33% May 91.67% June -80.56 %	**June 2024:** Caledon Excessive sludge in the plant due to all dry beds currently full. It was decided to remove these sludge in the system to improve the operation and subsequently the final results. The installing of a generator at the bio-reactor will minimize the disruption of aeration during loadshedding and will improve the performance of the plant. Tesselaarsdal The was a fault on the sequence of the aerators which resulted in no aeration. The faulty aerators have been repaired. This should improve the performance of the plant. Villiersdorp Increase chlorine gas dosage as faecal coliforms were high. - De-sludge Primary Settling Tanks (Clarifiers) to improve total suspended solids concentration and increase wasting. - Improve Anaerobic by making use of all six mixers, for conversion of Nitrates. we only had 1 mixer operational, they busy installing 3 mixers so then 4 will be operational Genadendal Only three of the four aerators is in operation, whilst the fourth aerator was vandalized which resulted in poor performance of the plant. The delay in repairs on the fourth aerator contributed to low sludge mass and therefore led to	**65%**	**65%**	**58.35%**	O	The actual performance and portfolio of evidence is valid, accurate and complete.
TL49	Community Services	Basic Service Delivery	Basic services for all	Limit unaccounted water to less than 25% as at 30 June 2024 {(Number of Kiloliters Water Purchased or Purified - Number of Kiloliters Water Sold (incl free basic water) / Number of Kiloliters Water Purchased or Purified _ x 100}	% unaccounted water captured in the report	Director: Community Services	29.80%	Quarterly Report from Technical Service to Director Community Services	Reverse Last Value	Percentage	18%	25%	21.60%	**Target extremely well achieved: June 2024:** Caledon = 31.9% Tesselaarsdal = 48.1% Botriver = 36.1% Genadendal = 25.7% Greyton = 38.6% Grabouw = 18.9% RSE = 20.1% Villiersdorp = -20.1%		**18%**	**25%**	**21.60%**	B	The actual performance and portfolio of evidence is valid, accurate and complete.

Overall Summary of Results

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	0
R	KPI Not Met	0% <= Actual/Target <= 74.999%	0
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	1
G	KPI Met	Actual meets Target (Actual/Target = 100%)	0
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	2
B	KPI Extremely Well Met	150.000% <= Actual/Target	1
	Total KPIs:		**4**

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4th Quarter SDBIP Report
Economic Development and Planning

2023/2024

Theewaterskloof Municipality

2023-2024: Top Layer KPI Report

Internal Ref / Indicator Code	Responsible Directorate	Municipal KPA	Strategic Objective	KPI Name	Description of Unit of Measurement	Responsible Owner	Baseline	Source of Evidence	Calculation Type	Target Type	Original Annual Target	Revised Annual Target	YTD Actual	Performance Comment	Corrective Measures	Overall Performance for Quarter ending September 2023 to Quarter ending June 2024				Internal Audit Comments
																Original Target	Target	Actual	R	
TL52	Economic Development and Planning	Basic Service Delivery	Integrated Human Settlements	Construct top structures for Grabouw Rooidakke by 30 June 2024	Number of top structures constructed	Director: Economic Development and Planning	0	Final Unit Reports	Accumulative	Number	35	35	0	**Target not achieved: June 2024:** The tops could not be built due to the non-conformance of the contractor and the contract had to be cancelled.	**June 2024:** The process of appointing a new contractor to construct the tops will start in 2024/25 FY.	35	35	0	R	No Performance
TL53	Economic Development and Planning	Basic Service Delivery	Integrated Human Settlements	Service 35 sites for Grabouw Rooidakke by 30 June 2024	Number of sites serviced	Director: Economic Development and Planning	0	Completion certificate	Accumulative	Number	35	35	0	**Target not achieved: June 2024:** The services could not be installed due to the non-conformance of the contractor and the contract had to be cancelled.	**June 2024:** The process of appointing a new contractor to install services will start in 2024/25 FY.	35	35	0	R	No Performance
TL54	Economic Development and Planning	Basic Service Delivery	Integrated Human Settlements	Complete top structures for RSE housing project by 30 June 2024	Number of foundations constructed	Director: Economic Development and Planning	23	Final Unit Reports	Accumulative	Number	48	48	0	**Target not achieved: June 2024:** The tops could not be built due to the non-conformance of the contractor and the contract had to be cancelled.	**June 2024:** The process of appointing a new contractor to construct the tops will start in 2024/25 FY.	48	48	0	R	No Performance
TL55	Economic Development and Planning	Basic Service Delivery	Upgrading of Informal Settlements and prioritising the most needy housing allocation	Spend 95% of the approved housing grant capital funds by 30 June 2024 {(Total actual expenditure /Total budgeted)x100}	% budget spent	Director: Economic Development and Planning	84.23%	Expenditure Report	Last Value	Percentage	95%	95%	36%	**Target not achieved: June 2024:** The department is awaiting various funding approvals from the Provincial Department of Infrastructure in order to commence with the procurement for service providers which will improve the spending patterns significantly. Current spending amounts to 36% which amounts to R 23 468 227.44 of a total budget of R 65 420 983.00	**June 2024:** The municipality is engaging with the DOI regarding all outstanding funding approvals.	95%	95%	36%	R	The actual performance and portfolio of evidence is valid, accurate and complete.
TL56	Economic Development and Planning	Local Economic Development	Improve the social environmental fabric of TWK community	Create temporary work opportunities in terms of EPWP by 30 June 2024	Number of temporary work opportunities created	Director: Economic Development and Planning	572	Verified Report or participant list	Accumulative	Number	325	325	327	**Target well achieved**		325	325	327	G2	The actual performance and portfolio of evidence is valid, accurate and complete.
TL57	Economic Development and Planning	Basic Service Delivery	Upgrading of Informal Settlements and prioritising the most needy housing allocation	Service 182 sites for Villiersdorp Berg en Dal by 30 June 2024	Number of sites serviced	Director: Economic Development and Planning	0	Practical Completion certificate	Accumulative	Number	182	182	182	**Target achieved: June 2024:** Practical completion stage on the project	**June 2024:** The municipality has engaged with the community and affected individuals; the solution is to get the affected wooden structures as assistance for the relocation. Due to the resistance of the affected individuals the municipality has resolved in leaving the occupants where they are and continue with the project. These people will be considered first in Destiny Farm phase 2 of the project to allow for the construction of the road where they currently occupy. The municipality with ASLA decided on starting with Destiny Farm then move the people currently on the roadway to the first available plots, then complete the roadworks of Berg en Dal together with Destiny Farm Phase 2.	182	182	180	O	The actual performance and portfolio of evidence is valid, accurate and complete.
TL58	Economic Development and Planning	Local Economic Development	Democratic, responsive, and accountable government	Review the draft SDF and submit to Council by 31 May 2024	Draft SDF submitted to Council by 31 May 2024	Director: Economic Development and Planning	1	Proof of submission	Last Value	Number	1	1	0	**Target not achieved: June 2024:** Draft SDF adopted by Council on 27th June 2024. C94/2024	**June 2024:** Process to be initiated earlier to ensure future deadlines to be met.	1	1	0	R	No Performance
TL59	Economic Development and Planning	Basic Service Delivery	Make Theewaterskloof the investment destination of choice and promote second and township economy	Review terms of reference for 5 informal settlement committees and submit to Management by 31 March	Terms of Reference submitted to management	Director: Economic Development and Planning	0	Proof of submission	Accumulative	Number	5	5	6	**Target well achieved**		5	5	6	G2	The actual performance and portfolio of evidence is valid, accurate and complete.
TL60	Economic Development and Planning	Basic Service Delivery	Make Theewaterskloof the investment destination of choice and promote second and township economy	Compile the basic assessment report for Greyton Erf 595 and submit to department of Environmental Affairs and Planning by 31 March	Basic assessment report	Director: Economic Development and Planning	0	Signed Site Development Plan	Accumulative	Number	1	1	0	**Target not achieved: June 2024:** Good. Inception meeting took place on the 6th of September 2023. The detailed design has been started. Urban design layer required by Heritage Western Cape, slightly changed the layout resulting in additional prelim design. Cost estimate submitted by the engineers and reverted back by municipality for revision. The cost revised by IX Engineers.	**June 2024:** The changes in the layout plan and design as per the comments from Heritage Western Cape has slightly delayed the project timelines. The municipality to request the Environmental Practitioner for a revised Project Implementation Plan to ensure that the revised timeline of the project is met.	1	1	0	R	No Performance
TL61	Economic Development and Planning	Basic Service Delivery	Upgrading of Informal Settlements and prioritising the most needy housing allocation	Complete Design of Hillside phase 2 by 30 September	Completion of design	Director: Economic Development and Planning	0	Design Plan approved by engineer	Accumulative	Number	1	1	0	**Target not achieved: June 2024:** Design completed and KPI achieved in previous financial year.	**June 2024:** In future ensure that realistic targets are set and prior year targets that are achieved are not duplicated into new financial years.	1	1	0	R	No Performance
TL64	Economic Development and Planning	Local Economic Development	Democratic, responsive, and accountable government	Award tender for the sale of a portion of Erf 595, Greyton for Education purposes by June 2024	Tender awarded	Director: Economic Development and Planning	0	Bid Adjudication Minutes	Last Value	Number	1	1	0	**Target not achieved: June 2024:** The closing of the tender was 31 May 2024. No tenders were received. The tender is planned for re-advertisement to test the market once again.	**June 2024:** The closing of the tender was 31 May 2024. No tenders were received. The tender is planned for re-advertisement to test the market once again.	1	1	0	R	No Performance
TL65	Economic Development and Planning	Local Economic Development	Democratic, responsive, and accountable government	Conclude the sale of a portion of Erf 595, Greyton for Education purposes by June 2024	Sale concluded	Director: Economic Development and Planning	0	Signed deed of sale	Last Value	Number	1	1	0	**Target not achieved: June 2024:** The closing of the tender was 31 May 2024. No tenders were received. The tender is planned for re-advertisement to test the market once again.	**June 2024:** The closing of the tender was 31 May 2024. No tenders were received. The tender is planned for re-advertisement to test the market once again.	1	1	0	R	No Performance
TL66	Economic Development and Planning	Local Economic Development	Democratic, responsive, and accountable government	Award tender for the lease of two portions of Erf 595, Greyton for Agricultural purposes by June 2024	Tender awarded	Director: Economic Development and Planning	0	Bid Adjudication Minutes	Last Value	Number	1	1	0	**Target not achieved: June 2024:** The tender was highly objected by the majority of community members of Greyton. Letters was sent to the objectors on the 4th of July and all objections will be compiled in a report for councils' consideration.	**June 2024:** The tender was highly objected by the majority of community members of Greyton. Letters was sent to the objectors on the 4th of July and all objections will be compiled in a report for councils' consideration. (June 2024)	1	1	0	R	No Performance
TL67	Economic Development and Planning	Local Economic Development	Democratic, responsive, and accountable government	Conclude the lease of two portions of Erf 595, Greyton for Agricultural purposes by June 2024	Lease concluded	Director: Economic Development and Planning	0	Signed lease agreement	Last Value	Number	1	1	0	**Target not achieved: June 2024:** The tender was highly objected by the majority of community members of Greyton. Letters was sent to the objectors on the 4th of July and all objections will be compiled in a report for councils' consideration.	**June 2024:** The tender was highly objected by the majority of community members of Greyton. Letters was sent to the objectors on the 4th of July and all objections will be compiled in a report for councils' consideration.	1	1	0	R	No Performance
TL68	Economic Development and Planning	Local Economic Development	Democratic, responsive, and accountable government	Award tender for the lease of Erf 4762, Caledon for a Commercial Mixed-use Development by June 2024	Tender awarded	Director: Economic Development and Planning	0	Bid Adjudication Minutes	Last Value	Number	1	1	0	**Target not achieved: June 2024:** Tender document was submitted to SCM for the BSC meeting.	**June 2024:** That we will initiate the process again to proceed to the That we will initiate the process again to proceed to the applicable BSC meeting and that all challenges in the previous financial year will contribute to a more informative approach in the new financial year.	1	1	0	R	No Performance

TL69	Economic Development and Planning	Local Economic Development	Democratic, responsive, and accountable government	Conclude the lease of Erf 4762, Caledon for a Commercial Mixed-use Development by June 2024	Lease concluded	Director: Economic Development and Planning	0	Signed lease agreement	Last Value	Number	1	1	0	**Target not achieved: June 2024:** Tender document was submitted to SCM for the BSC meeting.	**June 2024:** That we will initiate the process again to proceed to the applicable BSC meeting and that all challenges in the previous financial year will contribute to a more informative approach in the new financial year.	**1**	**1**	**0**	R	No Performance
TL70	Economic Development and Planning	Local Economic Development	Democratic, responsive, and accountable government	Award tender for the lease of portion 7 of the Farm Radyn no.24, Villiersdorp by June 2024	Tender awarded	Director: Economic Development and Planning	0	Bid Adjudication Minutes	Last Value	Number	1	1	1	**Target achieved: June 2024:** Tender was awarded for the lease of portion 7 of the Farm Radyn no.24, Villiersdorp	**June 2024:** Target achieved March 2024.	**1**	**1**	**1**	G	The actual performance and portfolio of evidence is valid, accurate and complete.
TL71	Economic Development and Planning	Local Economic Development	Democratic, responsive, and accountable government	Conclude the lease of portion 7 of the Farm Radyn no.24, Villiersdorp by June 2024	Lease concluded	Director: Economic Development and Planning	0	Signed lease agreement	Last Value	Number	1	1	1	**Target achieved: June 2024:** lease agreement signed of portion 7 of the Farm Radyn no.24, Villiersdorp		**1**	**1**	**1**	G	The actual performance and portfolio of evidence is valid, accurate and complete.
TL72	Economic Development and Planning	Basic Service Delivery	Maintenance, replacements, and upgrades of municipal infrastructure	Spend 95% of the project budget approved for Villiersdorp Upgrade Phase III - Taxi Rank by 30 June 2024 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% budget spent	Director: Economic Development and Planning	0%	Capital Expenditure Report	Last Value	Percentage	95%	95%	43%	**Target not achieved: June 2024:** No appointment was made, tender was cancelled, no suitable bidder.	**June 2024:** Rollover application submitted process will be initiated earlier as soon as approval is received to ensure funding spent by end of June 2025.	**95%**	**95%**	**29,6%**	R	The actual performance and portfolio of evidence is valid, accurate and complete.

Overall Summary of Results

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	0
R	KPI Not Met	0% <= Actual/Target <= 74.999%	14
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	3
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	2
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
	Total KPIs:		**19**

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4th Quarter SDBIP Report
Corporate Services

2023/2024

Theewaterskloof Municipality

2023-2024: Top Layer KPI Report

Internal Ref / Indicator Code	Responsible Directorate	Municipal KPA	Strategic Objective	KPI Name	Description of Unit of Measurement	Responsible Owner	Baseline	Source of Evidence	Calculation Type	Target Type	Original Annual Target	Revised Annual Target	YTD Actual	Performance Comment	Corrective Measures	Overall Performance for Quarter ending September 2023 to Quarter ending June 2024				Internal Audit Comments
																Original Target	Target	Actual	R	
TL73	Corporate Services	Institutional Development	Healthy and productive workforce	The percentage of the municipality's personnel budget actually spent on implementing its workplace skills plan by 30 June 2024 [(Actual amount spent on training/total personnel budget)x100]	% of the personnel budget spent	Director Corporate Services	0.29%	Budget Expenditure Report	Last Value	Percentage	0.30%	0.30%	0.13%	**Target not achieved: June 2024:** Actual is 0.13%	**June 2024:** The total budget for training interventions are currently not 1% of the municipality's annual personnel budget and therefore the target of 0,30% can only be met once sufficient budgetary provisions has been made.	**0.30%**	**0.30%**	**0.13%**	R	The actual performance and portfolio of evidence is valid, accurate and complete.
TL74	Corporate Services	Institutional Development	Healthy and productive workforce	The number of people from employment equity target groups employed (new appointments) in the three highest levels of management in compliance with the equity plan by 30 June 2024	Number of people employed	Director Corporate Services	3	Appointment letters and Equity Plan	Accumulative	Number	3	3	2	**Target not achieved: June 2024:** The Employer will continue to address the under representation on the three (3) highest levels through its recruitment and selection process.	**June 2024:** The Employer will continue to address the under representation on the three (3) highest levels through its recruitment and selection process.	**3**	**3**	**2**	R	The actual performance and portfolio of evidence is valid, accurate and complete.
TL75	Corporate Services	Institutional Development	Democratic, responsive, and accountable government	Complete the annual risk assessment and submit to the Risk Committee by 30 June 2024	Completed risk assessment submitted	Director Corporate Services	1	Minutes of Risk Management Committee with Assessment	Last Value	Number	1	1	0	**Target not achieved: June 2024:** The risk assessment have not been finalised due to non-availability of the finance department. Setup numerous appointments with the department unfortunately there is no luck. NB: All other departments the risk assessment has been conducted, still busy updating all the risk registers.	**June 2024:** Attempt at initiating the process earlier and report non-compliance and non attendance to the municipal manager	**1**	**1**	**0**	R	No Performance.
TL76	Corporate Services	Institutional Development	Healthy and productive workforce	Compile and submit a Rewards and Recognitions Policy to Council by 30 September 2023	Rewards and Recognitions Policy submitted	Director Corporate Services	0	Proof of submission	Last Value	Number	1	1	0	**Target not achieved: June 2024:** The Rewards and Recognition Policy can only be developed once the Performance Management Policy Framework is in place. The Performance Management Policy Framework was approved by Council on 27 March 2024. The Rewards and Recognition policy is currently in Draft format and is part of the agenda of the HR Policy Working Group. The Policy Working has been postponed due to a lack of a quorum.	**June 2024:** The employer will ensure that senior managers are appointed and that sufficient secondâ€¦are appointed to ensure optimal function of LLF and sub committees	**1**	**1**	**0**	R	No Performance.
TL77	Corporate Services	Institutional Development	Healthy and productive workforce	Review the organogram and submit to Council 31 March 2024	Organogram submitted	Director Corporate Services	0	Proof of submission	Last Value	Number	1	1	0	**Target not achieved: June 2024:** The process for the receive of the Staff Establishment is 90% complete. There is still one structure (Finance) that needs to be discussed by the Restructuring Committee Workshop. The process is however hampered by the vacant Senior Manager positions.	**June 2024:** A new Acting Municipal Manager has been appointed and the organigram must carry his approval, for the 2024/2025 financial year the process will be initiated earlier to ensure that the new deadline is met. Conclusion of the process is high priority.	**1**	**1**	**0**	R	No Performance.
TL78	Corporate Services	Institutional Development	Democratic, responsive, and accountable government	Appoint a panel of attorneys by 30 September 2023	Panel of attorneys appointed	Director Corporate Services	0	Appointment letters	Last Value	Number	1	1	0	**Target not achieved: June 2024:** The technical evaluation has been conducted and completed by the Legal Department on 20 June 2023 and the relevant documentation was sent to the Supply Chain Management Department for their respective evaluation to be done. The tender has been cancelled by the Supply Chain Management Department, as the validity period has lapsed. The tender has accordingly been cancelled with effect from 5 April 2024. (Attached hereto, please find the Notice of Cancellation).	**June 2024:** The criteria have been revisited and amended in accordance with industry norms and standards. The tender will be re-advertised in line with the needs of the respective departments. Nominated Bid Specifications Committee members have been submitted to and approved by the Acting Municipal Manager. The Bid Specification Committee meeting for the discussion of the amended Tender document has been scheduled for Monday, 15 July 2024 (please find attached email sent out by Zamion with the agenda). The expected advertisement date is 19 July 2024, and the expected closing date is 23 August 2024 at 12h00. In accordance with the Bid Specifications Committee Questionnaire/Checklist, the prospective Bid Evaluation Committee meeting date is 09 September 2024, while the prospective Bid Adjudication Committee meeting date is 20 September 2024.	**1**	**1**	**0**	R	No Performance.

Overall Summary of Results

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	0
R	KPI Not Met	0% <= Actual/Target <= 74.999%	6
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	0
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
	Total KPIs:		**6**

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