

# **Sol Plaatje Local Municipality (NC091)**



**QUARTERLY PERFORMANCE ASSESSMENT REPORT 2023/24,  
QUARTER 3**

**MFMA SEC 52(D) REPORT**

**12 APRIL 2024**

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## 1. Purpose

The purpose of this report is to inform Council about the progress in implementing the Key Performance Indicators (KPI's) aligned with the development priorities and objectives outlined in the Municipality's Integrated Development Plan (IDP) and the Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP) for the third quarter (1 January to 31 March 2024) of the 2023/2024 financial year.

The third quarter comprises a number of significant activities for the municipality. The first notable event is the mid-term visit from the National Treasury, which occurred on the 1<sup>st</sup> and 2<sup>nd</sup> of February this year. During this engagement a comprehensive assessment of the municipality's performance, both financially and in terms of predetermined objectives, were done.

The third quarter also marks the completion of the adjustment budget process, and together with that, the adjusted SDBIP (indicators and targets). This process was successfully completed and the adjusted documents were all approved by council on the 27<sup>th</sup> of February 2024.

## 2. Legislative Requirements

- 2.1 The SDBIP is mandated by Section 1 of the Local Government: Municipal Finance Management Act (MFMA), (Act 56 of 2003) and its format is prescribed by MFMA Circular 13.
- 2.2 Section 41(1)(e) of the Local Government: Municipal Systems Act (MSA), Act 32 of 2000, requires that a process must be established for regular reporting to Council.
- 2.3 This report is a requirement per Section 52 of the MFMA, which provides for:
  - 2.3.1 The Executive Mayor, to submit to council within 30 days of the end of each quarter, a report on the implementation of the budget and financial state of affairs of the municipality.
  - 2.3.2 The Accounting Officer, while conducting the above, must consider:
    - (a) Section 71 Reports; and the
    - (b) Performance in line with the SDBIP.

## 3. Performance Assessment Process

- 3.1 The SDBIP consists of a TL as well as a Departmental Plan for each department.
- 3.2 The TL SDBIP guide reporting on organisation performance to Council and the Community.

- 3.3 The TL SDBIP measures the achievement of performance indicators related to the provision of basic services as prescribed by Section 10 of the Local Government Municipal Planning and Performance Regulations of 2001, National Key Performance Areas and the Municipality's Strategic Objectives as detailed in the IDP of the Municipality. The TL SDBIP 2023/24 was approved by the Executive Mayor on 28 June 2023.
- 3.4 The Departmental SDBIP measures departmental performance based on operational service delivery requirements aligned with the TL SDBIP.
- 3.5 This report assesses performance on the following five (5) Strategic Objectives (SO's):
- Economic Growth through promoting Sol Plaatje Municipality as an Economic Hub (SO 1);
  - Basic Service Delivery and Infrastructure Development (O 2);
  - Good, Clean and Transparent Governance and Public Participation (SO3);
  - Establishment of Healthy Financial Management (SO 4);
  - Improved Institutional Management (SO 5)
- 3.6 Performance is evaluated using a color-coding system based on the degree of achievement compared to targets set for the KPI's as documented in the SDBIP and are illustrated in terms of the following methodology:

**Table 1: Explanation of Colour Codes**

Colour	Code	Terminology	Percentage/Score
RED	R	<b>Level 1 Unacceptable Performance</b>	$0\% \leq ( \text{Actual} \div \text{Target} ) < 75\%$
ORANGE	O	<b>Level 2 Performance Not Fully Effective</b>	$75\% \leq ( \text{Actual} \div \text{Target} ) \leq 100\%$
LIGHT GREEN	G	<b>Level 3 Fully Effective Performance</b>	$( \text{Actual} \div \text{Target} ) = 100\%$
DARK GREEN	G2	<b>Level 4 Performance significantly above expectations</b>	$100\% < ( \text{Actual} \div \text{Target} ) < 150\%$
DARK BLUE	B	<b>Level 5 Outstanding Performance</b>	$150\% \leq ( \text{Actual} \div \text{Target} )$

- 3.7 The Performance Management System utilised by the Municipality is an electronic web-based system which uses as its basis the approved SDBIP. The SDBIP is a layered plan comprising of the TL SDBIP and Departmental SDBIP's.

- 3.8 Performance Reports on the TL SDBIP are submitted to the IDP, Budget and Performance Management, Mayoral Committee and Council on a quarterly, half yearly (Mid-Year Budget and Performance Assessment Report) and annual basis (Annual amendments to the TL SDBIP must be approved by Council following the submission of the Mid-Year Budget and Performance Assessment Report and the approval of the adjustment budget).

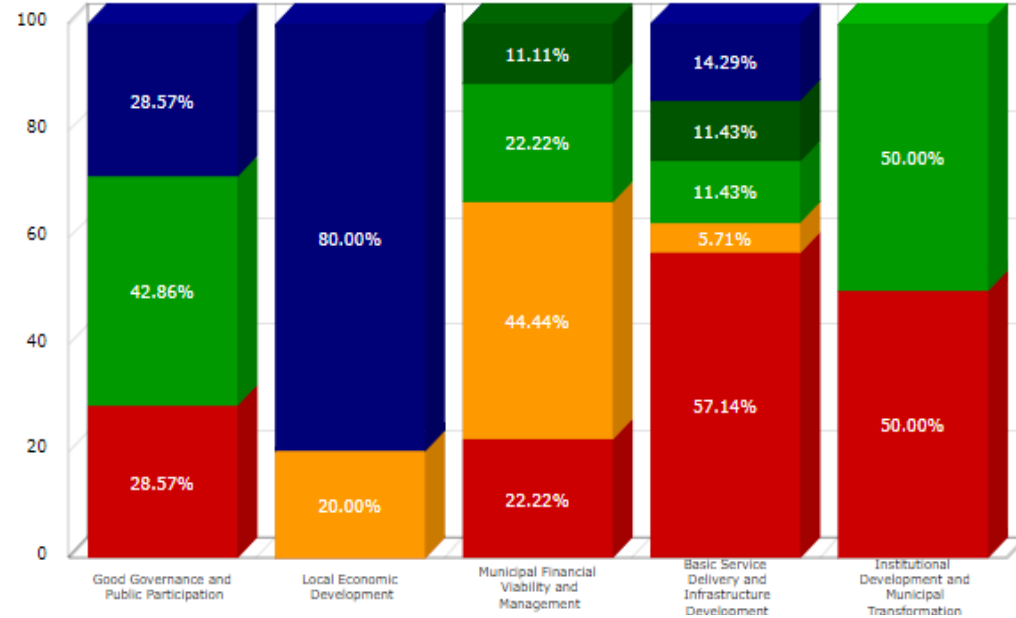
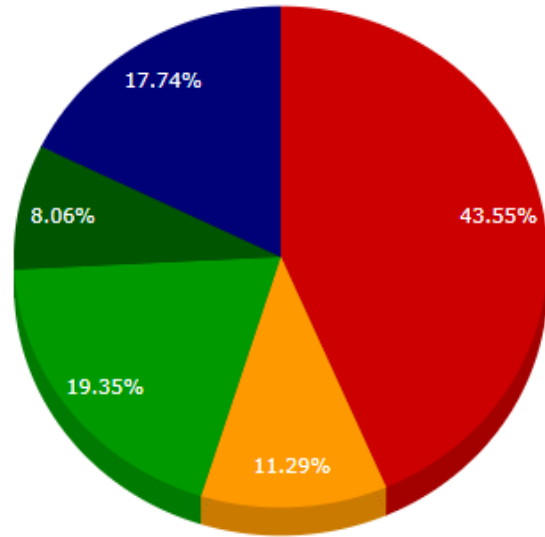
#### **4. Performance Management System**

- 4.1 The Municipality utilises an electronic web-based system that is monthly updated with actual performance.
- 4.2 The system closes for updates of the previous month's actual performance every month between the 7<sup>th</sup> and 12<sup>th</sup> day as a control measure to ensure that performance is updated and monitored on a monthly basis. No access is available to a month's performance indicators after closure of system. This is to maintain consistency in performance data for a particular period in the various levels at which reporting takes place. Departments must motivate to the City Manager should they require the system to be re-opened once the system is closed.
- 4.3 Graphical representations in the system show actual performance against targets. The graphs provide a good indication of performance progress and highlight areas needing corrective action.
- 4.4 The system requires KPI owners to provide performance comments for each actual result captured, which provides a clear indication of how the actual was calculated/reached and serves a part of the Portfolio of Evidence (PoE) for audition purposes. It is the responsibility of the KPI Owner to maintain a portfolio of evidence to support the actual performance results updated.
- 4.5 In terms of Section 46(1)(a)(iii) of the MSA, the Municipality must reflect annually in the Annual Performance Report on measures taken to improve performance in other words targets not achieved. The system utilised requires corrective actions to be captured for targets not achieved.

#### **5. Actual Performance for the Third Quarter (01 January to 31 March 2024)**

- 5.1 The TL SDBIP contains performance indicators per KPA and comments with corrective measures with regard to targets not achieved.
- 5.2 A detailed analysis of actual performance and the graph for the third quarter of the financial year 2023/2024 is provided for in section 6 and 7 of this report.

6. Performance per National KPA (SO) (01 January to 31 March 2024)



	Sol Plaatje Municipality	National KPA				
		Good Governance and Public Participation	Local Economic Development	Municipal Financial Viability and Management	Basic Service Delivery and Infrastructure Development	Institutional Development and Municipal Transformation
Not Met	27 (43.55%)	2 (28.57%)	-	2 (22.22%)	20 (57.14%)	3 (50.00%)
Almost Met	7 (11.29%)	-	1 (20.00%)	4 (44.44%)	2 (5.71%)	-
Met	12 (19.35%)	3 (42.86%)	-	2 (22.22%)	4 (11.43%)	3 (50.00%)
Well Met	5 (8.06%)	-	-	1 (11.11%)	4 (11.43%)	-
Extremely Well Met	11 (17.74%)	2 (28.57%)	4 (80.00%)	-	5 (14.29%)	-
<b>Total:</b>	<b>62*</b>	<b>7</b>	<b>5</b>	<b>9</b>	<b>35</b>	<b>6</b>
	<b>100%</b>	<b>11.29%</b>	<b>8.06%</b>	<b>14.52%</b>	<b>56.45%</b>	<b>9.68%</b>

\* Excludes 24 KPIs which had no targets/actuals for the period selected.

## 7. Actual Strategic Performance and Corrective Measures

### 7.1 Good Governance and Public Participation

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL45	Good, clean and transparent governance and public participation	Compile the final Annual Report for submission to council by 31 March	Final Annual Report submitted to council by 31 March	0	1	0	0	N/A	0	0	N/A	1	0	R	1	0	R	The annual report for FY 2022/23 has not been finalized. Backlog of 2 annual reports to be approved by council. (March 2024)	The service provider appointed completed the backlog for the annual reports for 2020/21 and 2021/22. Presentations by directorates will be made to council for approval of draft annual reports and submitted to MPAC to prepare Oversight reports. IDP Unit commence with the AR for 22/23 and awaits information from Directorates. (March 2024)	SOLAR2021-22FirstDraft03.pdf; SOLAnnualReportDraftV4wm.pdf (March 2024)

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL46	Good, clean and transparent governance and public participation	Develop a Risk Based Audit Plan and submit to the audit committee for consideration by 30 June	Risk Based Audit Plan developed and submitted to the audit committee by 30 June	1	1	1	1	G	0	0	N/A	0	0	N/A	1	1	G	N/A	N/A	
TL47	Good, clean and transparent governance and public participation	Report quarterly on the progress of risk mitigation to the MM and EMT	Quarterly reports on strategic risk register	4	4	1	1	G	1	1	G	1	1	G	3	3	G	N/A	N/A	
TL48	Good, clean and transparent governance and public participation	Number of audits conducted as per the internal audit plan	Number of internal audits conducted	18	10	3	5	B	2	3	B	2	3	B	7	11	B	N/A	N/A	13.RecrutmentandAppointmentsAudit2022--FinalReport--20-02-2024--.pdf; PMS--1stQuarter--FinalReport--Finalized--04-04-2024.pdf; PMS--2ndQuarter--FinalReport--Finalized--04-04-2024-.pdf (March 2024)
TL49	Good, clean and transparent governance and public participation	Number of audit committee meetings conducted annually	Number of audit committee meetings conducted	4	4	1	2	B	1	2	B	1	1	G	3	5	B	N/A	N/A	1.ACMinutes12.02.24Draft2.doc (March 2024)



REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL50	Good, clean and transparent governance and public participation	Develop and submit an audit action plan to the MM to address matters raised by the auditor general within 60 days after the end of the audit	Developed and submitted audit action plan	1	1	0	0	N/A	0	0	N/A	1	1	G	1	1	G	N/A	N/A	AuditSteeringMeeting-2022-23AuditActionPlanProgress-26April2024.xlsx; AuditActionPlanPresentation05-02-24.pptx (March 2024)
TL52	Good, clean and transparent governance and public participation	To disseminate on a monthly basis the electronic municipal newsletter through social media platforms	Monthly distribution	12	12	3	0	R	3	0	R	3	1	R	9	1	R	Appointment for Communications Manager made in November 2023 and discussion held with MM for the revamp of the internal and external newsletters	Content Strategies for both to be developed and implemented in the new financial year. Only one newsletter serving as an update on the water crisis was issued in March 2024	SolPlaatjeBulWaterUpdate-ElectronicNewsletter.pdf (March 2024)

### Summary of Results: Good Governance and Public Participation

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	1
R	KPI Not Met	0% <= Actual/Target <= 74.999%	2
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%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	2
<b>Total KPIs:</b>			<b>8</b>

## 7.2 Local Economic Development

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL1	Economic growth through promoting Sol Plaatje Municipality as an economic hub	Create full-time equivalents through EPWP initiatives by 30 June	Number of full-time equivalents created by 30 June	0	553	100	197	B	160	215	G2	120	231.59	B	380	643.59	B	N/A	N/A	EPWPREPORT 23-24.xlsx (March 2024)
TL5	Economic growth through promoting Sol Plaatje Municipality as an economic hub	Number of processed building plans received before 1 July	Number of building plans processed	200	200	50	57	G2	50	43	O	50	44	O	150	144	O	Monthly report submitted (February 2024) Acceleration plan is in plan to ensure more than 200 backlogs are	Ensure that the backlogs are monitored and processed to achieve the 200 by June. (March 2024)	MonthlyBacklogApprovals.xlsx (February 2024)

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
																		approved by June. (March 2024)		
TL6	Economic growth through promoting Sol Plaatje Municipality as an economic hub	Ensuring a response time of 11 weeks for building plans submissions received in the current financial year for buildings / architectural buildings less than 500m2 (number of plans received / divided by number of weeks to process)	Average response time in weeks to process building plans	10	11	11	7	B	11	8	B	11	10	B	11	8.33	B	N/A	N/A	KPIProcessed Applications2 3-24FY.xlsx (February 2024)
TL7	Economic growth through promoting Sol Plaatje Municipality as an economic hub	Ensuring a response time of 11 weeks for building plans submissions received in the current financial year for buildings / architectural buildings greater than 500m2 (number of plans received / divided by number of weeks to process)	Average response time in weeks to process building plans	8	11	11	0	B	11	7	B	11	12	R	11	6.33	B	N/A	N/A	KPIProcessed Applications2 3-24FY.xlsx (February 2024)

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL8	Economic growth through promoting Sol Plaatje Municipality as an economic hub	Number of SMMEs supported through the implementation of the business incubation developmental programme	Number of SMMEs supported	30	10	3	137	B	3	21	B	2	59	B	8	217	B	N/A	N/A	GSVProgress UpdateReport31JAN2024.pdf (January 2024) GSVProgress UpdateReport29FEB2024.pdf; CEUAttendanceRegister2.PDF (February 2024) ComputerEnd UserAttendanceRegister.PDF; CEUAttendanceRegister2.PDF (March 2024)

**Summary of Results: Local Economic Development**

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	6
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%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	4
<b>Total KPIs:</b>			<b>11</b>

### 7.3 Municipal Financial Viability and Management

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL53	Establishment of healthy financial management	Number of indigent households earning less than R4 500 provided with free basic services (water, electricity, refuse and sanitation)	Number of indigent households provided with free basic services (water, electricity, refuse and sanitation)	12	11 800	11 800	11 811	G 2	11 800	11 739	O	0	0	N / A	11 800	11 739	O	No target set for the 3rd Quarter. KPI was adjusted to report at year end.		
TL55	Establishment of healthy financial management	Maintain the current ratio of 2:1 against current assets of the municipality by 30 June (Current Assets / Current Liabilities)	Current ratio	1.90:1	02:01	02:01	1.80:1	O	02:01	1.61:1	O	02:01	1.68:1	O	02:01	1.61:1	O	Addressing billing challenges in order to increase revenue. (March 2024)	Increased collection efforts in order to settle long outstanding Creditors. (March 2024)	LiquidityratioMarch2024.xlsx (March 2024)
TL56	Establishment of healthy financial management	Reduce net debtor days to 300 days by 30 June ((Gross Debtors - Bad debt Provision)/ Actual Billed Revenue) × 365	Net debtor days	361	300	0	0	N / A	0	707	R	0	0	N / A	0	707	R	No target set for the 3rd Quarter.		

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL57	Establishment of healthy financial management	Financial viability measured in terms of the available cash to cover fixed operating expenditure {Cost coverage ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets)}	Cost coverage ratio by 30 June	0.50:1	01:01	01:01	0.56:1	R	01:01	0.70:1	R	01:01	0.79:1	O	01:01	0.79:1	O		More stringent application of Credit Control policy and consistent adherence to the policy by all relevant stakeholders. (March 2024)	COSTCOVE RAGERATIO MARCH2024.xlsx (March 2024)
TL58	Establishment of healthy financial management	Number of planned BSC meetings conducted to process bids	Number of meetings conducted	0	24	6	9	B	6	8	G2	6	6	G	18	23	G2	N/A	N/A	igniteBSCjanFebandMarch2024agenda.pdf (March 2024)

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL59	Establishment of healthy financial management	95% collection rate and ensure payment based on correct account (receipts/billingx100)	95% collection rate achieved	78%	95%	95%	66%	R	95%	95%	G	95%	83%	O	95%	81.33%	O	The monthly collection rate is distorted, due to the annual billing on Property rates. (March 2024)	[D100] ED: Financial Services: The lower collection rate is not an ideal situation and is having a dire impact on the cash flow of the municipality. The current status quo cannot continue, and drastic action will have to be taken to address this critical issue. (March 2024)	COLLECTIO NRATE2024 03MARCH2 024.xlsx (March 2024)
TL60	Establishment of healthy financial management	Perform an annual cost analysis for each trading services for the new budget by 31 March	Cost analysis reports	4	1	0	0	N / A	0	0	N / A	1	1	G	1	1	G	N/A	N/A	CostAnalysi sReport- Services- 2024- 25finyear.xl sx (March 2024)

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL64	Establishment of healthy financial management	% Submission of financial, non-financial mSCOA data strings and documents on the Go Muni web-based application by the set deadlines provided by National Treasury. (All reports to be uploaded within 10 working days after the month-end)	% of reports loaded on the Go Muni application	96%	100%	100%	100%	G	100%	100%	G	100%	100%	G	100%	100%	G	N/A	N/A	CSchedule-mSCOAver 6.717MarchProtected 202324202404101136.xlsm (March 2024)
TL75	Establishment of healthy financial management	Reduce Trade Creditors Payment Period to 300 days by 30 June (Trade Creditors Outstanding / Credit Purchases (Operating and Capital) x 365	Creditors Payment Period (Trade Creditors)	359	300	0	0	N / A	0	0	N / A	300	425	R	300	425	R	The creditor payment period is high due to the escalation in debt owed to ESKOM. (March 2024)	The municipality must strictly apply its Credit Control Policy, adhere to the conditions of MFMA Circular 124 Municipal Debt Relief and diligently pay the monthly current account and adhere to Cost	[CreditorpaymentperiodMarch2024.xlsx (March 2024)



REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
																			Containment Measures. (March 2024)	

**Summary of Results: Municipal Financial Viability and Management**

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	4
R	KPI Not Met	0% <= Actual/Target <= 74.999%	2
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	4
G	KPI Met	Actual meets Target (Actual/Target = 100%)	2
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	1
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
<b>Total KPIs:</b>			<b>13</b>

## 7.4 Basic Service Delivery and Infrastructure Development

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL11	Improved Service Delivery	The percentage of the municipal capital budget actually spent on capital projects by 30 June (Total actual amount spent on capital projects/Total amount budgeted for capital projects) X100	% of Capital budget spent by 30 June {Actual amount spent on capital projects /Total amount budgeted for capital projects} X100}	80%	90%	15%	4.10%	R	45%	15.60%	R	60%	33,30%	R	60%	33,30%	R	Spending on capital projects is very low. (March 2024)	Line Managers must submit procurement plans timeously. And tender committee meetings should run smoothly without delay. (March 2024)	Capexmarch2024.xlsx (March 2024)
TL12	Improved Service Delivery	The percentage of the total municipal operational budget spent by 30 June ((Actual amount spent on total operational budget/Total operational budget) X100)	% of the total municipal operational budget spent by 30 June	92%	90%	25%	21.30%	O	50%	49.40%	O	75%	67.60%	R	75%	67.60%	O	To improve on spending for operational budget (March 2024)	Spending monitored on a monthly basis (March 2024)	OPEXMARCH2024.xlsx (March 2024)

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL13	Improved Service Delivery	Number of reading outreach programmes conducted at all libraries	Number of outreach programmes held	101	60	15	31	B	15	20	G 2	15	18	G 2	45	69	B	N/A	N/A	BCFLibWeekMrt24.pdf; BCFRCMrt24.pdf; BCFVKPMrt24.pdf; Heritagelearner removingphotosfromframes.jpg; HeritageLearner assistingwithConservationwork.jpg; Heritagelearner sortinggoldphotos.jpg; JAN2024OUTREACHDISPLAYSCENTRALSERVICES.xlsx; OUTREACHDISPLAYSKPLHPFEB2024.xlsx (March 2024)

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL14	Improved Service Delivery	Limit unaccounted for electricity to less than 15% by 30 June {(Number of Electricity Units Purchased - Number of Electricity Units Sold) / Number of Electricity Units Purchased} Ã-100}	% unaccounted for electricity by 30 June	25%	15%	25%	22.87%	B	20%	23.96%	R	18%	24.31%	R	18%	24.31%	R	Losses for the month of February is 24.97%. The Average Losses for the year to date = 26.00% (February 2024) Losses for the month of March is 10,70%. The average losses for the year to date is 24.31% (March 2024)	By passed prepayment meters to be replaced. Credit meters to be read on a monthly basis to avoid interim accounts (February 2024) By-passed prepaid meters to be replaced. Credit meter to be read on a monthly basis to avoid interim amounts (March 2024)	ElectricityLossesMar2024.xlsx (March 2024)
TL15	Improved Service Delivery	Number of households in Lethabo Park to be connected to the electricity network (Phase 2)	Number of households to be connected to the electricity network	0	634	100	0	R	300	0	R	100	358	B	500	358	R	The project is well on track, after the revised Bill of Quantities due to changes on floor layout. New areas were identified and surveyed. Designs completed,		TL15LethaboParkPh2.pdf (March 2024)



REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL20	Improved Service Delivery	% Progress on the completion of the emergency water meter installation and procurement of a water quality monitoring hardware	% Progress as per annual project plan	0%	100%	25%	15%	R	50%	0%	R	75%	50%	R	75%	50%	R	[D382] City Engineer: Water and Sanitation: Contractor on site and construction is underway. (March 2024)	[D382] City Engineer: Water and Sanitation: To accelerate construction. This project is a multi-year project. (March 2024)	
TL22	Improved Service Delivery	% progress on the upgrade of the power supply and refurbishment of the abstraction pump station (Old and New Plant - Riverton) Ph 1	% Progress as per annual project plan	0%	100%	25%	0%	R	50%	0%	R	75%	50%	R	75%	50%	R	Project is at tender award stage. Appointment letter to be signed by MM. (March 2024)	To accelerate construction. This project is a multi-year project. (March 2024)	
TL25	Improved Service Delivery	% replacement of internal water pipes in Main Rd, Reservoir Rd, Dalham Rd, Carrington Rd, Central Rd and Broadway	Percentage replacement of internal water pipes	0%	100%	10%	0%	R	25%	0%	R	50%	40%	O	50%	40%	O	Procurement for material was awarded during February 2024. Material was delivered. The replacement of the water pipes commenced in March 2024. (March 2024)	Project is being implemented internally to expedite the project and to reduce the timeframe required for procuring Contractors. (March 2024)	

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL26	Improved Service Delivery	Completion of a substation for Lerato park link services	% completion	0%	50%	10%	0%	R	25%	25%	G	40%	50%	G 2	40%	50%	G 2	N/A	N/A	TL26LeratoPark LinkServices.pdf (March 2024)
TL27	Improved Service Delivery	Construction of a Ring Main Unit (RMU) in Colville	% completion of construction	0%	100%	15%	0%	R	30%	10%	R	75%	15%	R	75%	15%	R	The Tender for this project was advertised in December, due to the budget constraints, we could not continue with the tender, as all the bidders where above the allocated budget. (March 2024)	A decision was taken to implement the works internally, due to the pressure from the community demanding the service. The project commenced on 10 April 2024. Bill of Quantities has been submitted to stores to procure all the material needed. (March 2024)	TL2788RingMainUnitColvilleelectrification.pdf (March 2024)

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL28	Improved Service Delivery	Construction of a 11 KV line in Ronald's Vlei	% completion of construction	0%	100%	15%	5%	R	30%	30%	G	75%	40%	R	75%	40%	R	The contractor is busy dressing and planting poles for the MV line (February 2024). The MV overhead line is 95% completed. Contractor busy installing pole transformers and LV network. (March 2024)	The contract of the Technician responsible to submit reports did not submit the necessary reports as her contract were terminated at the end of February 2024. (February 2024). The contract of the Technician responsible to submit reports did not submit the necessary reports as her contract were terminated at the end of February 2024. (March 2024)	TL2811kVlineRonaldsvlei.pdf (March 2024)
TL29	Improved Service Delivery	Upgrade of the Hadison park substation	% upgrade	0%	50%	10%	0%	R	25%	0%	R	40%	15%	R	40%	15%	R	The allocation for this project was reduced twice and eventually being deferred to the next financial	None, as there is no funds available for this project. All orders that was placed has since been cancelled. (March 2024)	TL29HadisonParkSubstation.pdf (March 2024)



REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
								R			R			R			R	year. A decision was taken by the funder to take R 8.7m from this project. (March 2024)		
TL30	Improved Service Delivery	Limit unaccounted for water (Non-Revenue Water) to less than 40% annually {(Number of Kilitres Water Purified - Number of kilolitres Water Sold) / Number of kilolitres Water Purified x 100}	% unaccounted for water (Non-Revenue Water) annually	63%	40%	55%	67%	R	50%	64%	R	45%	65%	R	45%	65%	R	Projects to address water losses are being implemented, and results should be realized by end of the financial year (end June 2024), or later. Installation and replacement of water meters has been a challenge due to unavailability of water meters.	Tenders have been awarded for projects to enable achievement of the target, included a tender for water meters.	Waterlosses2023-24.xlsx
TL31	Improved Service Delivery	99% water quality level achieved as per SANS 241 annually	% water quality level achieved as per SANS 241 criteria annually	97%	99%	0%	0%	N / A	0%	0%	N / A	99%	0%	R	99%	0%	R	<b>NOT UPDATED</b>		

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL32	Improved Service Delivery	80% waste water effluent quality level achieved as per National Effluent Quality Standards annually	% waste water effluent quality level achieved as per National Effluent Quality Standards, annually	56%	80%	0%	0%	N / A	0%	0%	N / A	80%	0%	R	80%	0%	R	NOT UPDATED		
TL33	Improved Service Delivery	Number of square meters of roads to be resealed	Square metres of road to be resealed	123 000	150 000	0	22 000	B	75 000	0	R	75 000	60 000	O	150 000	82 000	R	Due to plant hire contract being awarded late, project is behind schedule.	Teams are work overtime and on weekends to reduce the backlog to met target at year end.	ResealingofRoadsProgress-March20241.xls ; 202309140901 10.jpg; 202309181242 571.jpg; 202309181243 01.jpg; 202309221600 55.jpg; 202309270927 07resized.jpg; 202309271211 19-Copy.jpg; 202309271211 19-Copy.jpg; PDCT-reseal2324.xlsx (March 2024)

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL34	Improved Service Delivery	Distance of kilometres of residential roads upgraded from gravel to a paved surface (Finch, Weaver, Seeduif, Parakiet, Chrysanthemum Roads, Baracuda 22nd Str, Zenzeleni, Otto, Jerry Matlhoma, Tlhabanelo, Soapberry, Sesing Streets, Barkly Road (behind Shoprite))	Number of kilometres paved	4.10	5	1	0.71	R	1.50	1.15	O	1.50	5.10	B	1.50	5.10	B	N/A	N/A	March2024ATemplateConstructionofVariousWardsA2023-20242023.xls; PDCTpaving2324.xls; IMG-20240410-WA0050.jpg; IMG-20240410-WA0051.jpg; IMG-20240410-WA0052.jpg; IMG-20240410-WA00551.jpg; IMG-20240410-WA0057.jpg; IMG-20240410-WA00621.jpg (March 2024)
TL36	Improved Service Delivery	Upgrade water infrastructure (replace 2 000 water meters)	Number of water meters replaced by 30 June	0	2 000	0	0	N / A	0	1 800	B	0	0	N / A	0	1 800	B	No target set for the 3rd Quarter.		
TL39	Improved Service Delivery	Plan and conduct road blocks	Number of roadblocks conducted	22	8	2	6	B	2	7	B	2	13	B	6	26	B	N/A	N/A	Roadblocks.pdf (January 2024) Roadblocks.pdf (March 2024)

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL41	Improved Service Delivery	Plan and conduct stop and check points to improve road safety	Number of stop and check points conducted	16	6 000	1 500	3 634	B	1 500	3 220	B	1 500	3 458	B	4 500	10 312	B	N/A	N/A	StopChecks.pdf (January 2024) StopChecks.pdf (February 2024) StopChecks.pdf (March 2024)
TL42	Improved Service Delivery	Conduct monthly inspections of food premises	Number of Inspections	3	1 800	450	732	B	450	642	G 2	450	608	G 2	1 350	1 982	G 2	N/A	N/A	January2024.docx (January 2024) February2024SummaryReport.xlsx (February 2024) March2024SummaryReport.xlsx (March 2024)
TL43	Improved Service Delivery	Conduct monthly inspections of non-food premises to ensure compliance to legislation	Number of Inspections	1	1 200	300	383	G 2	300	299	O	300	232	O	900	914	G 2	N/A	N/A	January2024.docx (January 2024) February2024SummaryReport.xlsx (February 2024) March2024SummaryReport.xlsx (March 2024)

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL44	Improved Service Delivery	Number of water samples collected and tested	Number of water samples collected and tested	0	960	240	93	R	240	213	O	240	189	O	720	495	R	<p>Monthly Report of EHP's (January 2024)</p> <p>Monthly report of EHP's for February 2024 (February 2024)</p> <p>Monthly report of EHP's (March 2024)</p>	<p>Shortage of personnel due to resignation and maternity leave. EHP's instructed to take 15 water samples to reach target. (January 2024)</p> <p>Personnel shortage : 1 resignation, 1 compassionate leave and 1 as Acting Manager Waste Services (February 2024)</p> <p>Personnel shortage : 1 EHP appointed as Acting Waste Manager, 1 resignation of Intern EHP, 1 EHP on maternity leave and 1 EHP on sick leave for two weeks. (March 2024)</p>	<p>January2024.docx (January 2024)</p> <p>February2024SummaryReport.xlsx (February 2024)</p> <p>March2024SummaryReport.xlsx (March 2024)</p>

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL73	Improved Service Delivery	% Progress on the upgrade of the security at the Riverton water treatment works	% Progress as per the annual project plan	0%	100%	15%	0%	R	35%	15%	R	75%	0%	R	75%	15%	R	Tender delayed due to budget cuts by NT. (March 2024)	Project to be moved to next FY for completion. (March 2024)	Government Gazette No-5031820-320 March 2024- Stopping and Re-allocation of section 18 and 19 of DoRA.pdf (March 2024)
TL76	Improved Service Delivery	% Completion on the repairs of Smart ball survey priority leaks	% Progress as per the annual project plan	0%	50%	0%	0%	N/A	0%	0%	N/A	25%	25%	G	25%	25%	G	N/A	N/A	
TL77	Improved Service Delivery	% Development of a data system for the identification and repairs of leakages	% Progress as per the annual project plan	0%	100%	0%	0%	N/A	0%	0%	N/A	100%	100%	G	100%	100%	G	N/A	N/A	
TL78	Improved Service Delivery	% Progress on the installation of bulk water meters and pressure regulating valves	% Progress as per annual project plan	0%	50%	0%	0%	N/A	0%	0%	N/A	25%	0%	R	25%	0%	R	Project has been delayed due to budget cuts by NT. (March 2024)	This is a multi-year project and will commence in New Financial year (March 2024)	Government Gazette No-5031820-320 March 2024- Stopping and Re-allocation of section 18 and 19 of DoRA.pdf (March 2024)

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL79	Improved Service Delivery	% Progress on the upgrade of the old Water Treatment Plant (WTP) chlorine and dosing works	% Progress as per annual project plan	0%	50%	0%	0%	N / A	0%	0%	N / A	25%	0%	R	25%	0%	R	Project has been delayed due to budget cuts by NT. (March 2024)	This is a multi-year project and will commence in the new financial year. (March 2024)	Government Gazette No-5031820-320 March 2024- Stopping and Re-allocations inter msof section 18 and 19 of DoRA.pdf (March 2024)
TL80	Improved Service Delivery	% Progress on the upgrade of the new Water Treatment Plant (WTP) chlorine and dosing works	% Progress as per annual project plan	0%	50%	0%	0%	N / A	0%	0%	N / A	25%	25%	G	25%	25%	G	N/A	N/A	
TL86	Improved Service Delivery	% Progress on the construction phase for the Carters Ridge sewer pump station building with all electrical and mechanical equipment as per the Project Plan by 30 June 2024	Percentage progress on construction as per project plan	12%	100%	0%	0%	N / A	0%	0%	N / A	50%	0%	R	50%	0%	R	This project is a roll-over from financial year 2022/23 and funding was only made available during the adjusted budget in February 2024. The contractor for Phase 1 to re-establish site	To accelerate construction and expedite the Supply Chain Process for Phase 2 (March 2024)	

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024								
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment			
																					and Phase 2 to commence next financial year. Phase 1 to be completed in August 2024. (March 2024)		
TL87	Improved Service Delivery	% Completion for the installation of electrical and mechanical components in Lerato Park Sewer pump Station as per the project plan by 30 June 2024	Percentage completion as per project plan	28.50%	100%	0%	0%	N / A	0%	0%	N / A	50%	62,80%	G 2	50%	62,80%	G 2	N/A	N/A		LeratoParkMarchreport.pdf (March 2024)		

**Summary of Results: Basic Service Delivery and Infrastructure Development**

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	11
R	KPI Not Met	0% <= Actual/Target <= 74.999%	20
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	2
G	KPI Met	Actual meets Target (Actual/Target = 100%)	4
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	4
B	KPI Extremely Well Met	150.000% <= Actual/Target	5
<b>Total KPIs:</b>			<b>46</b>



## 7.5 Institutional Development and Municipal Transformation

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL65	Improved Institutional Management	Ensure that the actual spending on employee related costs does not exceed 33% of the total expenditure (employee related costs and councillors remuneration/total operating expenditure x100)	Employee cost as a percentage of total operating cost	31%	33%	33%	37.10%	R	33%	34.47%	R	33%	35,30%	R	33%	35,30%	R	Actual spending unsatisfactory	Employee costs must be monitored monthly, compliance and adherence to recruitment policies and regulations.	EmployeecostsMarch
TL68	Improved Institutional Management	Review organogram to be aligned with strategy and comply with R890 by 30 June 2024	Organogram reviewed by 30 June 2024	0	1	0	0	N/A	1	0	R	0	0	N/A	1	0	R	No target set for 3rd Quarter. KPI was updated during 2nd Quarter		
TL69	Improved Institutional Management	Document and distribute standard operating procedures to every municipal directorate by 30 June 2024	Standard Operating Procedures documented and provided to municipal directorates by 30 June 2024	0	1	0	0	N/A	1	1	G	0	0	N/A	1	1	G	N/A	N/A	
TL70	Improved Institutional Management	Co-ordinate bi-annual performance assessments of the MM and managers reporting directly to the MM	Performance assessments conducted twice per year	0	2	0	0	N/A	0	0	N/A	2	2	G	2	2	G	N/A	N/A	AgendaPerformanceEvaluations6March2024.doc; AttendanceRegisterPerformanceAssessments.msg (March 2024)

REF	Strategic Objective	KPI Name	Unit of Measurement	Baseline	Revised Annual Target	Quarter 1 (July to September 2023)			Quarter 2 (October to December 2023)			Quarter 3 (January to March 2024)			Overall Performance for July 2023 to March 2024					
						Target	Actual	R	Target	Actual	R	Target	Actual	R	Target	Actual	R	Performance Comment	Corrective Measures	POE Attachment
TL71	Improved Institutional Management	Develop, submit and publicise the performance agreements of the MM and managers reporting directly to the MM (the number of performance agreements is dependant on the filled positions)	Number of performance agreements signed, submitted and publicised	6	6	6	3	R	0	0	N / A	0	0	N / A	6	3	R	No target set for 3rd Quarter. KPI updated in 1st quarter.		
TL72	Improved Institutional Management	Perform a post-audit review of ICT frameworks, methodologies, policies, plans and strategies and update in accordance with recommendations made by the Auditor-General	ICT Frameworks, methodologies, policies, plans and strategies updated as per audit action plan by the latest 31 March 2024	0%	100%	0%	0%	N / A	0%	0%	N / A	100%	100%	G	100%	100%	G	N/A	N/A	Reviewed.zip (March 2024)

**Summary of Results: Institutional Development and Municipal Transformation**

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	2
R	KPI Not Met	0% <= Actual/Target <= 74.999%	3
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%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
<b>Total KPIs:</b>			<b>8</b>

## 8. Municipal Manager's Quality Certification

### Quality Certificate

I, **SB Matlala**, the Municipal Manager of Sol Plaatje Municipality, hereby certify that –  
(mark as appropriate)

the monthly budget statement

quarterly report on the implementation of the budget and financial state affairs of the municipality

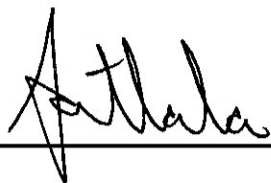
mid-year budget and performance assessment

For the quarter ended **31 March 2024** has been prepared in accordance with the Municipal Finance Management Act, Act 56 of 2003 and regulations made under that Act.

**Print name: MR SB MATLALA**

**Municipal Manager of Sol Plaatje Local Municipality (NC091)**

Signature: \_\_\_\_\_



Date: 30 April 2024