

NAMA KHOI MUNICIPALITY



Section 52 Quarterly Performance Assessment Report

2023/2024

Quarter 2(01 October 2023 – 31 December 2023)

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1. PURPOSE

The purpose of this report is to inform Council regarding the progress with the implementation of the Key Performance Indicators and on the organisational performance of the Municipality. The Service Delivery and Budget Implementation Plan is aligned with the Integrated Development Plan with the view to realizing the vision and mission of Nama Khoi Municipality,

The Municipal Systems Act, no 32 of 2 000 and in particular chapter 5 and 6 of the aforesaid Act, the Municipal Planning and Performance Management regulations 2001 and other current legislation, compel all municipalities as part of their developmental mandate, to develop and implement a performance management system.

2.LEGISLATIVE REQUIREMENTS

- (a) The Service Delivery and Budget Implementation Plan (SDBIP) is defined in terms of section 1 of the Municipal Finance Management Act (MFMA), no 56 of 2003. The format of the SDBIP is prescribed by MFMA Circular 13.
- (b) Section 41(1)(e) of the Municipal Systems Act (MSA), no 32 of 2000, prescribes that a process must be established of regular reporting to Council. This process is detailed in the Performance Management Policy Framework of the municipality.
- (c) This report is a requirement in terms of section 52 of the MFMA

3.BACKGROUND TO THE FORMAT AND MONITORING OF THE SDBIP

The Municipality's SDBIP consists of a Top Layer (TL) as well as a Departmental Plan for each department.

For purposes of reporting, the TL SDBIP is used to report to Council and the Community on the organizational performance of the Municipality.

The TL SDBIP measures the achievement of performance indicators with regards 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 Strategic Objectives as detailed in the Integrated Development Plan (IDP) of the Municipality.

4.ACTUAL PERFORMANCE FOR THE 2nd QUARTER: 01 OCTOBER – 31 DECEMBER

See attached SDBIP Top Layer Report and Top Layer Graph Report for quarter 2 of the entire Municipality.

5.CONCLUSION

Out of the 31 Key Performance Indicators (KPIs) listed on the Top layer SDBIP 2023/2024 (for the 2nd quarter), 14 KPI's were not applicable for evaluation in this quarter, 7 KPI were not met, 7 KPI's were almost met and 3 KPI's were met.



JI SWARTZ
MUNICIPAL MANAGER

DATE : 30 JANUARY 2024

**Unaudited report on the implementation of the Top Layer SDBIP 2023/2024 for the 2nd quarter of the financial year*

KPI Ref	Responsible Directorate	Pre-determined Objective	KPI	Unit of Measurement	Area	National KPA	Quarter ending December 2023				Overall Performance for Quarter ending December 2023 to Quarter ending December 2023			
							Original Target	Actual	R	Performance Comment	Corrective Measures	Original Target	Actual	R
TL1	Office of the Municipal Manager	2.1 To provide an overarching framework for sustainable municipal performance improvement	Submit the Risk-based Three-Year Strategic Plan and Annual Risk Based Audit Plan to the Audit Committee 30 June 2024	Number of plans submitted	Unspecified	Municipal Transformation and Institutional Development	0	0	N/A			0	0	N/A
TL2	Office of the Municipal Manager	2.1 To provide an overarching framework for sustainable municipal performance improvement	Review the Risk Register and submit to Council for consideration by 30 June 2024	Reviewed Risk Register submitted	Unspecified	Municipal Transformation and Institutional Development	0	0	N/A			0	0	N/A
TL3	Office of the Municipal Manager	5.3 To enhance the public profile, reputation and positioning of the Nama Khoi Municipality	Sign the Municipal manager and the Senior Managers Performance Agreements by 31 July 2023	Number of Performance agreements signed by Senior managers	Unspecified	Municipal Transformation and Institutional Development	0	0	N/A			0	0	N/A
TL4	Office of the Municipal Manager	5.3 To enhance the public profile, reputation and positioning of the Nama Khoi Municipality	The percentage of the municipal capital budget actually spent on capital projects by 30 June 2024 (Actual amount spent on projects /Total amount budgeted for capital projects) X100	% Of capital budget spent	Unspecified	Municipal Financial Viability and Management	40%	10%	R	[D49] Manager: Integrated Development Planning and Performance Management: Finance Charges - These relate to the expenditure incurred on the EXKOM account which is a indirect and wasteful expenditure. The municipality cannot budget for such expenditure as it is not through the municipality's financial year. The municipality also received interest on an outstanding account from Vaal Central Water (Bloom Water) Remuneration 37 th Councillors received back pay in relation to the previous financial year and the monthly adjustments will be done with and Adjustment Budget. Water Inventory 37 th Municipality is struggling to adhere to the monthly invoices as result of cash flow constraints. Debt impairment and Depreciation - the municipality asset register is not linked to the financial systems and journals are only passed at year-end. Contracted services and other expenditures 37 th related to the day-to-day operations are mostly dependent on a positive cash flow. If the municipality does not have the necessary funds available expenditure are only incurred for the most important expenditure items. (December 2023)	[D49] Manager: Integrated Development Planning and Performance Management: Mid Year Assessment to determine performance of all votes against the budgeted figures. Workshops with different departments to establish planning for the next six months. Adjusting/Correcting all errors made during the Original Budget. Monthly reporting to ensure the municipality will be able stick to the prepared adjusted budget. (December 2023)	40%	10%	R
TL5	Office of the Municipal Manager	5.3 To enhance the public profile, reputation and positioning of the Nama Khoi Municipality	Submit the Oversight Report together with the Annual Report to Council by 31 March 2024	Number of reports submitted	Unspecified	Good governance and Community Participation	0	0	N/A			0	0	N/A
TL6	Office of the Municipal Manager	5.2 To institutionalize community-based planning at strategic and operational levels	Submit IDP Process Plan annually to Council for approval by 31 August 2023	Annual IDP Process Plan submitted	Unspecified	Good governance and Community Participation	0	0	N/A			0	0	N/A
TL7	Office of the Municipal Manager	5.2 To institutionalize community-based planning at strategic and operational levels	Review and submit the 2024/25 IDP to Council by 31 May 2024	IDP submitted to Council	Unspecified	Good governance and Community Participation	0	0	N/A			0	0	N/A
TL8	Office of the Municipal Manager	3.2 To initiate, lead and sustain an environment for job creation in the Nama Khoi Municipal Area	Create 1000 job opportunities by 30 June 2024	Number of job opportunities created by 30 June	Unspecified	Local Economic Development	200	123	R	[D53] LED Official: Target not met due to the fact that there was low job creation projects during October 2023 (December 2023)	[D53] LED Official: Projects will be adjusted in accordance to the approved schedule in the third quarter (December 2023)	200	123	R
TL9	Budget and Treasury	4.1 Strategic and sustainable budgeting, revenue protection and debt control, grow and diversify revenue and value for money in expenditure through the integrated financial plan.	Submit the 2024/25 Procurement Plan to the Municipal Manager for approval by 30 June 2024	Number of Procurement Plans submitted to Municipal Manager	Unspecified	Municipal Financial Viability and Management	0	0	N/A			0	0	N/A
TL10	Budget and Treasury	4.1 Strategic and sustainable budgeting, revenue protection and debt control, grow and diversify revenue and value for money in expenditure through the integrated financial plan.	Financial Viability measured in terms of the municipality's ability to meet its service debt obligations as at 30 June 2024 (Short Term Borrowing + Long Term Borrowing) / (Total Operating Revenue - Operating Conditional Grant) x 100	% of debt coverage	Unspecified	Municipal Financial Viability and Management	0%	0%	N/A			0%	0%	N/A
TL11	Budget and Treasury	4.1 Strategic and sustainable budgeting, revenue protection and debt control, grow and diversify revenue and value for money in expenditure through the integrated financial plan.	Financial Viability measured in terms of the outstanding service debtors as at 30 June 2024. [(Total outstanding service debtors/ revenue received for services) X100]	% Of outstanding service debtors	Unspecified	Municipal Financial Viability and Management	0%	0%	N/A			0%	0%	N/A

TL12	Budget and Treasury	4.1. Strategic and sustainable budgeting, revenue protection and debt control, grow and diversify revenue and value for money in expenditure through the integrated financial plan.	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2024 (Gross Debtors + Short Term Investments) / Monthly Fixed Operational Expenditure excluding Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets))	Number of months it takes to cover its operating expenditure with available cash	Unspecified	Municipal Financial Viability and Management	0	0	N/A		0	0	N/A
TL13	Budget and Treasury	4.1. Strategic and sustainable budgeting, revenue protection and debt control, grow and diversify revenue and value for money in expenditure through the integrated financial plan.	Achieve a debtor payment percentage of 90% by 30 June 2024 (Gross Debtors Closing Balance + Billed Revenue - Gross Debtors Opening Balance - Bad Debts Written Off/Billed Revenue) x 100)	% Debtor payment achieved	Unspecified	Municipal Financial Viability and Management	90%	80%	0	[D112] Chief Financial Officer: More collection should take place (December 2023)	90%	80%	0
TL14	Budget and Treasury	1.1 To ensure sustainable delivery in respect of all services to all residents of Nama Khol	Provide free basic water to indigent households in terms of the approved indigent policy as at 30 June 2024	Number of households receiving free basic water	Unspecified	Basic Service Delivery	5 400	5 324	0	[D113] Chief Financial Officer: Indigent is based on the previous Year actual figures the Municipality can only encourage the Community to register. (December 2023)	5 400	5 324	0
TL15	Budget and Treasury	1.1 To ensure sustainable delivery in respect of all services to all residents of Nama Khol	Provide free basic electricity to indigent households earning in terms of the approved indigent policy at 30 June 2024	Number of households receiving free basic electricity	Unspecified	Basic Service Delivery	5 400	5 324	0	[D114] Chief Financial Officer: Indigent is based on the previous Year actual figures the Municipality can only encourage the Community to register. (December 2023)	5 400	5 324	0
TL16	Budget and Treasury	1.1 To ensure sustainable delivery in respect of all services to all residents of Nama Khol	Provide free basic sanitation to indigent households in terms of the approved indigent policy at 30 June 2024	Number of households receiving free basic sanitation	Unspecified	Basic Service Delivery	5 400	5 324	0	[D115] Chief Financial Officer: Indigent is based on the previous Year actual figures the Municipality can only encourage the Community to register. (December 2023)	5 400	5 324	0
TL17	Budget and Treasury	1.1 To ensure sustainable delivery in respect of all services to all residents of Nama Khol	Provide free basic refuse removal to indigent households in terms of the approved indigent policy at 30 June 2024	Number of households receiving free basic refuse	Unspecified	Basic Service Delivery	5 400	5 324	0	[D116] Chief Financial Officer: Indigent is based on the previous Year actual figures the Municipality can only encourage the Community to register. (December 2023)	5 400	5 324	0
TL18	Budget and Treasury	1.1 To ensure sustainable delivery in respect of all services to all residents of Nama Khol	Number of formal residential properties that are billed for refuse removal as at 30 June 2024	Number of residential properties that are billed for refuse removal	Unspecified	Basic Services and Infrastructure	11 490	11 526	G2		11 490	11 526	G2
TL19	Budget and Treasury	1.1 To ensure sustainable delivery in respect of all services to all residents of Nama Khol	Number of residential properties which are billed for electricity or have pre-paid meters as at 30 June 2024 (excluding Eskom areas, Steinkopp, Komaggas, Billtrap)	Number of residential properties which are billed for electricity or have pre paid meters (Excluding Eskom areas)	Unspecified	Basic Services and Infrastructure	8 670	8 564	0	[D118] Chief Financial Officer: Eskom Excluded (December 2023)	8 670	8 564	0
TL20	Budget and Treasury	1.1 To ensure sustainable delivery in respect of all services to all residents of Nama Khol	Number of residential properties that are billed for water or have pre paid meters that is connected to the municipal water infrastructure network as at 30 June 2024	Number of residential properties which are billed for water or have pre paid meters	Unspecified	Basic Services and Infrastructure	11 900	12 044	G2		11 900	12 044	G2
TL21	Budget and Treasury	1.1 To ensure sustainable delivery in respect of all services to all residents of Nama Khol	Number of residential properties connected to the municipal waste water sanitation/sewerage network for sewerage service, irrespective of the number of water closets (toilets) which are billed for sewerage as at 30 June 2024	Number of residential properties which are billed for sewerage	Unspecified	Basic Services and Infrastructure	11 670	11 714	G2		11 670	11 714	G2
TL22	Strategic Support Services	2.2 To provide a framework for Municipal Transformation and Institution development	Number of people from employment equity target groups appointed in the three highest levels of management during the 2023/24 financial year in compliance with the municipality's approved employment equity plan	Number of people that will be appointed in the three highest levels of management in compliance with a municipality's approved employment equity plan	Unspecified	Municipal Transformation and Institutional Development	0	0	N/A		0	0	N/A
TL23	Strategic Support Services	2.2 To provide a framework for Municipal Transformation and Institution development	Spend 0.10% of operational budget on training by 30 June 2024 (Actual total training expenditure divided by total personnel budget x 100)	% Of the operational budget spent on training	Unspecified	Municipal Transformation and Institutional Development	0%	0%	N/A		0%	0%	N/A
TL24	Strategic Support Services	2.2 To provide a framework for Municipal Transformation and Institution development	Review and submit the Capital Development Framework (CDF) to Council for approval by 31 May 2024	CDF reviewed and submitted to Council	Unspecified	Municipal Transformation and Institutional Development	0	0	N/A		0	0	N/A
TL25	Community Services	5.2 To institutionalize community-based planning at strategic and operational levels	Review and submit the Disaster Management Plan to Council by 31 May 2024	Disaster Management Plan submitted	Unspecified	Good governance and Community Participation	0	0	N/A		0	0	N/A

TL26	Technical Services	1.1 To ensure sustainable delivery in respect of all services to all residents of Nama Khoi	Limit unaccounted for water to less than 12% by 30 June 2024 (Number of Electricity Units Purchased - Number of Electricity Units Sold) / Number of Electricity Units Purchased x 100	% unaccounted for electricity	Unspecified	Basic Services and Infrastructure	12% 24.95%	R	[D333] Divisional Head Water and Sanitation: Losses fluctuate over the course of the 1st and second quarter having the lowest loss of 18% in December 2023. Losses will be monitored monthly for review by March 2024. (December 2023)	[D333] Divisional Head Water and Sanitation: Boost revenue programme with streamlined approach with the TID roll over team. (December 2023)	12%	24.95%	R
TL27	Technical Services	1.1 To ensure sustainable delivery in respect of all services to all residents of Nama Khoi	Limit unaccounted for water to less than 15% by 30 June 2024 (Number of Kilolitres Water Purchased or Purified - Number of Kilolitres Water Sold) / Number of Kilolitres Water Purchased or Purified x 100	% unaccounted for water	Unspecified	Basic Services and Infrastructure	15% 28.70%	R	[D334] Divisional Head Water and Sanitation: Percentage is calculated based on the losses for October, November and December 2023. (December 2023)	[D334] Divisional Head Water and Sanitation: The municipality is in the process of installing zonal meters in all towns. Carolusburg is identified as a pilot for non-revenue water. All meters in Carolusburg are tested for correctness. Leak detections were done and the final results will be discussed on the 30th of January 2024 whereafter the municipality will receive the data. (December 2023)	15%	28.70%	R
TL28	Technical Services	1.1 To ensure sustainable delivery in respect of all services to all residents of Nama Khoi	95% of water samples comply with SANS 241 microbiological indicators on a quarterly basis	% compliance of samples tested	Unspecified	Basic Services and Infrastructure	95% 92.80%	O	[D335] Divisional Head Water and Sanitation: Percentage is calculated on September, October and November. December didn't update yet. Failures occurred due to extremely low reservoir levels. (December 2023)	[D335] Divisional Head Water and Sanitation: Vaa Centre has experienced pipe bursts on their supply line. Busy repair their water infrastructure. Reservoirs and pipelines will be fixed. (December 2023)	95%	92.80%	O
TL29	Technical Services	1.1 To ensure sustainable delivery in respect of all services to all residents of Nama Khoi	Spend 95% of the allocated budget for the upgrade the internal electrification network in Nababeep by 30 June 2024 (Actual amount spent on projects / Total amount budgeted for capital projects)x100	% budget spent	Unspecified	Basic Services and Infrastructure	40% 0%	R	[D348] Manager: Electrical Services: No funding was allocated for this project. Project was not implemented (December 2023)	[D348] Manager: Electrical Services: No corrective measures (December 2023)	40%	0%	R
TL30	Technical Services	1.1 To ensure sustainable delivery in respect of all services to all residents of Nama Khoi	Spend 95% of the MIG allocation for the upgrade of sewerage network in Oliep, Rocky Ridge by 30 June 2024 (Actual amount spent on projects / Total amount budgeted for capital projects)x100	% budget spent	Unspecified	Basic Services and Infrastructure	40% 9.75%	R	[D346] Manager: Civil Engineering and Capital Projects: Delay in the appointment of contractor. Tender was advertised twice and appointment was only made on the 2nd of November 2023. Thereafter site was establish and 80% of materials and plant was on site. eConstruction holidays start mid december. (December 2023)	[D346] Manager: Civil Engineering and Capital Projects: The work commenced on the 15th of January 2024. (December 2023)	40%	9.75%	R
TL31	Technical Services	1.1 To ensure sustainable delivery in respect of all services to all residents of Nama Khoi	Spend 55% of the VWSIG allocation for the upgrade of Nababeep wastewater treatment works phase 4 by 30 June 2024 (Actual amount spent on projects / Total amount budgeted for capital projects)x100	% budget spent	Unspecified	Basic Services and Infrastructure	40% 9.25%	R	[D337] Manager: Civil Engineering and Capital Projects: VWSIG Grant Funding was reduced at the adjusted budget from R20 m to R13 m. (December 2023)	[D337] Manager: Civil Engineering and Capital Projects: The contractor was appointed and still need to sign the contract. (December 2023)	40%	9.25%	R

Overall Summary of Results

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	14
R	KPI Not Met	0% <= Actual/Target <= 74.95%	7
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	7
G	KPI Met	Actual meets Target (Actual/Target = 100%)	0
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	3
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
Total KPIs:			31

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