



HARRY GWALA DISTRICT MUNICIPALITY
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HARRY GWALA DISTRICT MUNICIPALITY

2023 – 2024 MID-TERM PERFORMANCE ASSESSMENT REPORT

Contents

1. STATEMENT BY THE MUNICIPAL MANAGER.....	3
2. THE SIX NATIONAL KEY PERFORMANCE AREAS ACHIEVEMENTS THAT UNDERPIN THIS REPORT, ARE AS FOLLOWS:.....	4
3. AS STATED, THIS MID-TERM BUDGET AND PERFORMANCE REPORT ALSO INCLUDES AREAS OF UNDERPERFORMANCE. THE MAIN FACTORS TO WHICH UNDERPERFORMANCE ARE ATTRIBUTED INCLUDING THE VARIENCES ARE AS FOLLOWS:.....	5
4. PERFORMANCE ANALYSIS PER DEPARTMENT.....	9
5. 2023/2024 MID-TERM ORGANIZATIONAL PERFORMANCE	15
6. ANNEXURE "A": Mid-Term Performance Report of Harry Gwala District Municipality as at 31 December 2023	41
7. CONCLUSION	42
8. MUNICIPAL MANAGER'S QUALITY ASSURANCE CERTIFICATE	43

1. STATEMENT BY THE MUNICIPAL MANAGER

This Mid-Term Budget and Performance Report for the 2023/24 financial year records the performance of the Harry Gwala District Municipality for the period 1 July 2023 to 31 December 2023, as well as the remedial measures implemented by management to address deficiencies or areas of underperformance.

Key areas of focus of the Harry Gwala District Municipal Council over the past six months have been the elimination of corruption and waste in the institution; the expedition and improvement of service delivery; and the maximization of municipal revenue, inter alia through the introduction of strict credit control measures, to generate more money to plough back into service delivery. This by necessity required considerable adjustment and sometimes extraordinary efforts from municipal staff, and I wish to express my appreciation to them for their cooperation and the way in which they rose to these challenges and, above all, their unfailing commitment to the area and residents of Harry Gwala.

The annual submission of a Mid-term Budget and Performance Report to Council is a legislated responsibility of all South African municipalities. It is also a key report-back mechanism to ensure the accountability of Council towards the residents of Harry Gwala regarding the institution's performance during the first six months of each financial year, as well as the transparency of municipal governance in the municipality.

2. THE SIX NATIONAL KEY PERFORMANCE AREAS ACHIEVEMENTS THAT UNDERPIN THIS REPORT, ARE AS FOLLOWS:

1	Basic Service Delivery and Infrastructure
2	Good Governance and Public Participation
3	Municipal Transformation and Institutional Development
4	Municipal Financial Viability and Management
5	Local Economic Development (LED) and Social Development
6	Crosscutting

This 2023/24 Mid-Term Budget and Performance Report is based on the institution’s 2023/24 Service Delivery and Budget Implementation Plan (SDBIP), as approved by the Mayor.

Below is a synopsis of the institution’s performance over the review period, as reflected in greater detail in this 2023/24 Mid-Term Performance Report:

Summary of Quarter 2 / Mid-Term Organizational Performance:

Organizational Performance					
Annual Performance	Quarter 1	Quarter 2	Mid-Term	Quarter 3	Quarter 4
Planned Target=97 Target Met= Target Not Met=	Planned Target=27 Target Met=21 Target Not Met=6	Planned Target=37 Target Met=27 Target Not Met=10	Planned Target=43 Target Met=31 Target Not Met=12	Planned Target=44 Target Met= Target Not Met=	Planned Target=57 Target Met= Target Not Met=
Achievement Rate=	Achievement Rate=77,77%	Achievement Rate=72,97%	Achievement Rate=72,09%	Achievement Rate=	Achievement Rate=

This table presents the highlights from the key performance measures included in the 2023/2024 IDP financial year. The organization planned to achieve 43 targets by mid-term. 31 targets were achieved and 12 were not achieved. Performance achievement is sitting at 72.09%.

3. AS STATED, THIS MID-TERM BUDGET AND PERFORMANCE REPORT ALSO INCLUDES AREAS OF UNDERPERFORMANCE. THE MAIN FACTORS TO WHICH UNDERPERFORMANCE ARE ATTRIBUTED INCLUDING THE VARIENCES ARE AS FOLLOWS:

Water Services Department (WSD)							
KPI	MID-YEAR TARGET (Combination of Q1 & Q2)	Mid-Year Actual Performance	Target Met/Not Met	Reasons for underperformance/Deviation/Comments	Remedial Action	2023-2024 Annual Target	Portfolio Of Evidence
Percentage of expenditure spent on installation of bulk water metres	50%	0%	Target Not Met	Project on procurement stage due for adjudication, The Bulk meters will be procured through the panel of contractors project.	Expedite the procurement of bulk meters process when contractors have been appointed for this project.	100%	GO40 report
Percentage of compliant water quality provided to communities as required by National Department of Water and Sanitation.	95%	75%	Target Not Met	the 75% is due to December not yet captured by DWS hence they have not finalised the analysis for December. HGDM has submitted the dataset but the analysis backlog is on DWS side.	The status quo may change after the 10th of January which is the closing date for Q2 reporting on IRIS.	95%	DWS Institutional Compliance Reports for Drinking Water
Percentage of compliant wastewater quality discharged to the natural environment as required by National Department of Water and Sanitation.	99%	49,2%	Target Not Met	the 49,2% is due to December not yet captured by DWS hence not finalised the analysis for December. HGDM has submitted the dataset but the analysis backlog is on DWS side.	The status quo may change after the 10th of January which is the closing date for Q2 reporting on IRIS.	99%	DWS Institutional Compliance Reports for Wastewater/Effluent

Percentage of complaints resolved within 48 hours	80%	0%	Target Not Met	In the absence of the system, Water Services has been using a manual system so as to ensure that they keep track of the complaints received and resolved. However, a manual system will sometimes have errors as it is populated manually.	The municipality has advertised for the complaints management system with the closing date of the 8th of September 2023. The complaints management system should be in place by the third quarter considering all the processes that needs to have been undertaken, including SCM processes, installation and training.	100%	Customer care report
INFRASTRUCTURE SERVICES DEPARTMENT							
Percentage of expenditure spent on capital projects (MIG)	60%	58,07%	Target Not Met	The Municipality submitted claims that took our performance to 61 % for the Month of December 2023. Of these claims 3 % was not approved by CoGTA for different reason like High retention amount and duplication of claims. Due to the fact that this report was submitted at the beginning of December shutdown there was no time for interaction between CoGTA and Municipality. Two projects namely Creighton Treatment Plant and Raising of the Kampsdale Dam Wall with a combined value of R270 Million were supposed to have been awarded during the month of November 2023. In the Creighton Treatment Plant projects no responsive bidder was received and had to go for re-tender and Kampsdale dam wall had an appeal and this affected our planned expenditure for December 2023.	3 % Expenditure that was rejected in December will be rectified and submitted under the January 2024 Expenditure report. Creighton Water Supply Scheme has been re-advertised. Municipality to communicate with the service provider that is appealing and also Treasury to ensure that the appeal is fast tracked. The R68 Million Summerfield project that was awarded in November 2023 will also assist in fast tracking our expenditure as the construction will now move at a fast pace.	5	Signed Certificate of Expenditure by the Municipality

Number of jobs created through EPWP Grant	339	312	Target Not Met	There are challenges that are being experienced with some of the participants not being reached through their Cell phones but the department is continuously working on this.	The Municipality managed to advertise for 339 jobs through EPWP Grant, however only managed to fill 312 as per the beneficiary list and contracts. There are 29 Contracts that will be reviewed in the 2nd Quarter (by 31 December 2023).	339	1. Employment contract(s) 2. Beneficiary list
Corporate Services							
Percentage of budget spent on Workplace Skills plan	50%	21,91%	Target Not Met	There were five requisitions which were done on the 30 October 2023 for training programmes scheduled for quarter 2. When we enquired Supply Chain Management Section about them we were informed that there was a delay in signing the adverts. The adverts were eventually published and the closing date was on the 28th November 2023. After the closing date, the Manager SCM was constantly reminded to assist in finalising the selection process. He informed us that he was still busy with the bid evaluation process and that he was out of office for that reason. Another reason why the expenditure is not at 50% is because the service provider who was appointed for the facilitation of a National Certificate: Water and Wastewater Control Supervision has not claimed the 40% of the R490 072.00 annual contract amount because he has not continued with training in the month of November and December 2023. In December 2023 the service provider was suppose to have submitted 2nd Tranche payment of 40%. This has also been a major set back for us.	Actual expenditure shall be reported in the next quarter performance report. The service provider for the National Certificate in Water and Wastewater Control Supervision will be called into a meeting so that he can outline reasons for the delay and also to establish from him if he will still continue with the project.	100%	Expenditure report with a detailed calculation (G040)
Number of health and safety trainings conducted	2	0	Target Not Met	The advert was issued with the closing date of the 6 November 2023, however, there has been no appointment of a suitably qualified service provider. The training for SHE Reps and Supervisors was not done because SCM has not finalised the quotations which were received when the advert was published. In November and December 2023, reminders	The progress shall be reported on during the third quarter performance reporting.	2	Attendance register

Date in which fire extinguishers are services	31-Dec-23	0	Target Not Met	<p>were sent to the Manager: SCM but he indicated that he was busy with Bid Evaluation and cannot attend to the finalisation of quotations.</p> <p>Requisitions were done on the 17 November 2023 because the Occupational Health & Safety Officer had to do inspections in all offices including Water Works (34 sites around the District) to determine the number of fire extinguishers that are on sites as they get stolen quite often. After finalising the inspections the requisition was drafted and submitted on the 17 November 2023 and the request for quotation was not done until the end of quarter 2.</p>	<p>A follow up with SCM shall be made and the progress shall be reported on during the third quarter performance reporting.</p>	31-Dec-23	Signed Invoice
Date in which signages to all municipal buildings are installed	31-Dec-23	0	Target Not Met	<p>There was an appointed service provider who has not completed the work of installing signage in various satellite offices. The provider was installing signs in the first quarter but he has not finalised the installation. A number of sites were installed but the provider could not be paid because the project is not complete. Seeing that there is a delay in finalizing the project, a new advert was drafted for the installation of signs in other areas which were not covered in the first project. The requisition was drafted on the 17 November 2023 and the request for quotations was not done until the end of quarter 2.</p>	<p>A follow up with SCM shall be made and the progress shall be reported on during the third quarter performance reporting. The appointed service provider will be called into a meeting to establish if he will surrender or continue with the project.</p>	31-Dec-23	Signed Invoice
Date by when the drone is procured	30-Sep-23	14-Dec-23	Target Not Met	<p>Procurement took longer than expected hence only delivered in December 2023 instead of September 2023.</p>	<p>Procurement has been done and the drone was since delivered on the 14 December 2023.</p>	30-Sep-23	<p>1. Tender advert 2. Appointment letter/Order 3. Delivery note</p>
Number of software licenses renewed	6	5	Target Not Met	<p>Only 5 licenses were renewed due to insufficient budget, as a result the AD Manager software license could not be renewed.</p>	<p>Corporate Services shall make a submission of an additional budget during the adjustments process in February 2024.</p>	6	Invoice as proof of renewals

4. PERFORMANCE ANALYSIS PER DEPARTMENT

Summary of Quarter 2 / Mid-Term Infrastructure Services Performance:

Infrastructure Services					
Annual Performance	Quarter 1	Quarter 2	Mid-Term	Quarter 3	Quarter 4
Planned Target=13 Target Met= Target Not Met=	Planned Target=3 Target Met=0 Target Not Met=3	Planned Target=2 Target Met=1 Target Not Met=1	Planned Target=3 Target Met=1 Target Not Met=2	Planned Target=2 Target Met= Target Not Met=	Planned Target=12 Target Met= Target Not Met=
Achievement Rate=	Achievement Rate=0%	Achievement Rate=50%	Achievement Rate=33,33%	Achievement Rate=	Achievement Rate=

This table presents the highlights from the key performance measures included in the 2023/2024 IDP financial year. The department planned to achieve 03 targets by mid-term. 01 target was achieved and 02 not achieved. Performance achievement is sitting at 33.33%.

Challenges:

Percentage of expenditure spent on capital projects (MIG) (60%). The Municipality submitted claims that took our performance to 61 % for the Month of December 2023. Of these claims 3 % was not approved by CoGTA for different reason like High retention amount and duplication of claims. Due to the fact that this report was submitted at the beginning of December shutdown there was no time for interaction between CoGTA and Municipality. Two projects namely Creighton Treatment Plant and Raising of the Kempdsdale Dam Wall with a combined value of RR270 Million were supposed to have been awarded during the month of November 2023. In the Creighton Treatment Plant projects no responsive bidder was received and had to go for re-tender and Kempdsdale dam wall had an appeal and this affected our planned expenditure for December 2023.

Number of jobs created through EPWP Grant (339). There are challenges that are being experienced with some of the participants not being reached through their Cell phones but the department is continuously working on this.

Corrective Measure:

3 % Expenditure that was rejected in December will be rectified and submitted under the January 2024 Expenditure report. Creighton Water Supply Scheme has been re-advertised. Municipality to communicate with the service provider that is appealing and also Treasury to ensure that the appeal is fast tracked. The R68 Million Summerfield project that was awarded in November 2023 will also assist in fast tracking our expenditure as the construction will now move at a fast pace.

The Municipality managed to advertise for 339 jobs through EPWP Grant, however only managed to fill 312 as per the beneficiary list and contracts. There are 29 Contracts that will be reviewed in the 2nd Quarter (by 31 December 2023).

Summary of Quarter 2 / Mid-Term Water Services Performance:

Water Services					
Annual Performance	Quarter 1	Quarter 2	Mid-Term	Quarter 3	Quarter 4
Planned Target=22 Target Met= Target Not Met=	Planned Target=6 Target Met=4 Target Not Met=2	Planned Target=7 Target Met=3 Target Not Met=4	Planned Target=7 Target Met=3 Target Not Met=4	Planned Target=15 Target Met= Target Not Met=	Planned Target=14 Target Met= Target Not Met=
Achievement Rate=	Achievement Rate=66,66%	Achievement Rate=42,86%	Achievement Rate=42,86%	Achievement Rate=	Achievement Rate=

This table presents the highlights from the key performance measures included in the 2023/2024 IDP financial year. The department planned to achieve 07 targets by mid-term. 03 were achieved and 04 were not achieved. Performance achievement is sitting at 42.86%.

Challenges:

Percentage of expenditure spent on installation of bulk water metres (50%). Project on procurement stage due for adjudication, The Bulk meters will be procured through the panel of contractors project.

Percentage of compliant water quality provided to communities as required by National Department of Water and Sanitation (95%). the 75% is due to December not yet captured by DWS hence they have not finalised the analysis for December. HGDM has submitted the dataset but the analysis backlog is on DWS side.

Percentage of compliant wastewater quality discharged to the natural environment as required by National Department of Water and Sanitation (99%). the 49,2% is due to December not yet captured by DWS hence not finalised the analysis for December. HGDM has submitted the dataset but the analysis backlog is on DWS side.

Percentage of complaints resolved within 48 hours (80%). In the absence of the system, Water Services has been using a manual system so as to ensure that they keep track of the complaints received and resolved. However, a manual system will sometimes have errors as it is populated manually.

Corrective Measure:

Expedite the procurement of bulk meters process when contractors have been appointed for this project.

The status quo may change after the 10th of January which is the closing date for Q2 reporting on IRIS.

The status quo may change after the 10th of January which is the closing date for Q2 reporting on IRIS.

The municipality has advertised for the complaints management system with the closing date of the 8th of September 2023. The complaints management system should be in place by the third quarter considering all the processes that needs to have been undertaken, including SCM processes, installation and training.

Summary of Quarter 2 / Mid-Term Office of the Municipal Manager Performance:

Office of the MM					
Annual Performance	Quarter 1	Quarter 2	Mid-Term	Quarter 3	Quarter 4
Planned Target=12 Target Met= Target Not Met= Met=	Planned Target=4 Target Met=4 Target Not Met=0	Planned Target=6 Target Met=6 Target Not Met=0	Planned Target=6 Target Met=6 Target Not Met=0	Planned Target=8 Target Met= Target Not Met= Met=	Planned Target=8 Target Met= Target Not Met= Met=
Achievement Rate=	Achievement Rate=100%	Achievement Rate=100%	Achievement Rate=100%	Achievement Rate=	Achievement Rate=

This table presents the highlights from the key performance measures included in the 2023/2024 IDP financial year. The department planned to achieve 06 targets by mid-term. 06 targets were achieved. Performance achievement is sitting at 100%.

Summary of Quarter 2 / Mid-Term Corporate Services Performance:

Corporate Services					
Annual Performance	Quarter 1	Quarter 2	Mid-Term	Quarter 3	Quarter 4
Planned Target=19 Target Met= Target Not Met= Met=	Planned Target=5 Target Met=4 Target Not Met=1	Planned Target=11 Target Met=6 Target Not Met=5	Planned Target=12 Target Met=6 Target Not Met=6	Planned Target=7 Target Met= Target Not Met= Met=	Planned Target=7 Target Met= Target Not Met= Met=
Achievement Rate=	Achievement Rate=80%	Achievement Rate=54,54%	Achievement Rate=50%	Achievement Rate=	Achievement Rate=

This table presents the highlights from the key performance measures included in the 2023/2024 IDP financial year. The department planned to achieve 12 targets by mid-term. 06 targets were achieved and 06 were not achieved. Performance achievement is sitting at 50%.

Challenges:

Percentage of budget spent on Workplace Skills plan (50%). There were five requisitions which were done on the 30 October 2023 for training programmes scheduled for quarter 2. When we enquired Supply Chain Management Section about them we were informed that there was a delay in signing the adverts. The adverts

were eventually published and the closing date was on the 28th November 2023. After the closing date, the Manager SCM was constantly reminded to assist in finalising the selection process. He informed us that he was still busy with the bid evaluation process and that he was out of office for that reason. Another reasons why the expenditure is not at 50% is because the service provider who was appointed for the facilitation of a National Certificate: Water and Wastewater Control Supervision has not claimed the 40% of the R490 072.00 annual contract amount because he has not continued with training in the month of November and December 2023. In December 2023 the service provider was suppose to have submitted 2nd Tranche payment of 40%. This has also been a major set back for us.

Number of health and safety trainings conducted (2). The advert was issued with the closing date of the 6 November 2023, however, there has been no appointment of a suitably qualified service provider. The training for SHE Reps and Supervisors was not done because SCM has not finalised the quotations which were received when the advert was published . In November and December 2023, reminders were sent to the Manager: SCM but he indicated that he was busy with Bid Evaluation and cannot attend to the finalisation of quotations.

Date in which fire extinguishers are services (31 Dec 2023). Requisitions were done on the 17 November 2023 because the Occupational Health & Safety Officer had to do inspections in all offices including Water Works (34 sites around the District) to determine the number of fire extinguishers that are on sites as they get stolen quite often. After finalising the inspections the requisition was drafted and submitted on the 17 November 2023 and the request for quotations was not done until the end of quarter 2.

Date in which signages to all municipal buildings are installed (31 Dec 2023). There was an appointed service provider who has not completed the work of installing signage in various satellite offices. The provider was installing signs in the first quarter but he has not finalised the installation. A number of sites were installed but the provider could not be paid because the project is not complete. Seeing that there is a delay in finalizing the project, a new advert was drafted for the installation of signs in other areas which were not covered in the first project. The requisition was drafted on the 17 November 2023 and the request for quotations was not done until the end of quarter 2.

Date by when the drone is procured (30 Sep 2023). Procurement took longer than expected hence only delivered in December 2023 instead of September 2023.

Number of software licenses renewed (6). Only 5 licenses were renewed due to insufficient budget, as a result the AD Manager software license could not be renewed.

Corrective Measure:

Actual expenditure shall be reported in the next quarter performance report. The service provider for the National Certificate in Water and Wastewater Control

Supervision will be called into a meeting so that he can outline reasons for the delay and also to establish from him if he will still continue with the project.

The progress shall be reported on during the third quarter performance reporting.

A follow up with SCM shall be made and the progress shall be reported on during the third quarter performance reporting.

A follow up with SCM shall be made and the progress shall be reported on during the third quarter performance reporting. The appointed service provider will be called into a meeting to establish if he will surrender or continue with the project.

Procurement has been done and the drone was since delivered on the 14 December 2023.

Corporate Services shall make a submission of an additional budget during the adjustments process in February 2024.

Summary of Quarter 2 / Mid-Term Budget & Treasury Office Performance:

Budget and Treasury Office					
Annual Performance	Quarter 1	Quarter 2	Mid-Term	Quarter 3	Quarter 4
Planned Target=8 Target Met= Target Not Met=	Planned Target=2 Target Met=2 Target Not Met=0	Planned Target=2 Target Met=2 Target Not Met=0	Planned Target=4 Target Met=4 Target Not Met=0	Planned Target=1 Target Met= Target Not Met=	Planned Target=3 Target Met= Target Not Met=
Achievement Rate=	Achievement Rate=100%	Achievement Rate=100%	Achievement Rate=100%	Achievement Rate=	Achievement Rate=

This table presents the highlights from the key performance measures included in the 2023/2024 IDP financial year. The department planned to achieve 04 targets by mid-term 04 targets were achieved. Performance achievement is sitting at 100%.

Summary of Quarter 2 / Mid-Term Social Services & Development Planning Performance:

Social Services and Development Planning					
Annual Performance	Quarter 1	Quarter 2	Mid-Term	Quarter 3	Quarter 4
Planned Target=23 Target Met= Target Not Met=	Planned Target=7 Target Met=7 Target Not Met=0	Planned Target=9 Target Met=9 Target Not Met=0	Planned Target=11 Target Met=11 Target Not Met=0	Planned Target=11 Target Met= Target Not Met=	Planned Target=13 Target Met= Target Not Met=
Achievement Rate=	Achievement Rate=100%	Achievement Rate=100%	Achievement Rate=100%	Achievement Rate=	Achievement Rate=

This table presents the highlights from the key performance measures included in the 2023/2024 IDP financial year. The department planned to achieve 11 targets by mid-term. 11 targets were achieved. Performance achievement is sitting at 100%.

5. 2023/2024 MID-TERM ORGANIZATIONAL PERFORMANCE

KEY PERFORMANCE AREA: BASIC SERVICE DELIVERY

IDP STRATEGIC OBJECTIVE: TO IMPROVE THE COVERAGE, QUALITY, EFFICIENCY AND SUSTAINABILITY OF WATER AND SANITATION SERVICES IN ALL URBAN AND RURAL COMMUNITIES

KEY CHALLENGE: LACK OF WATER RESOURCES AND PROVISION OF CLEAN DRINKING WATER AND PROPER SANITATION

Water Services Department (WSD)

IDP Ref No.	B2 B Ref No.	Project No.	Objective	Strategy	Project	Output	KPI I No.	KPI	UNIT OF MEASURE	PERSON RESPONSIBLE FOR INDICATOR	Activities/ Items	Locality / Regional Indicator	Functionality / Sub-Functionality	Source of funding	Budget	Expenditure as at 30 September 2023	Expenditure as at 31 December 2023	Municipal Standard Classification	DEMAND	BALANCE	BA SEL INE 20 22/ 20 23	Target No	QUARTER 1	Quarter 1 Actual Performance	Target Met/ Not Met	Reasons for underperformance/Deviations/Comments	Remedial Action	POEFFI Reference No.	PMS Specialist Comments	QUARTER 2	Quarter 2 Actual Performance	Target Met/ Not Met	Reasons for underperformance/Deviations/Comments	Remedial Action	POEFFI Reference No.	PMS Specialist Comments	MID - YEAR TARGET (Combination of Q1 & Q2)	Mid - Year Actual Performance	Target Met/ Not Met	Reasons for underperformance/Deviations/Comments	Remedial Action	POEFFI Reference No.	PMS Specialist Comments	QUARTER 3	QUARTER 4	2023 - 2024 Annual Target	Portfolio Of Evidence		
REF No. 01 BS D 2022/2023 : 1.1	SD /B :5	1.1.1.	To improve coverage, quality, efficiency and sustainability of water in all urban and rural communities	By ensuring that all water projects are implemented to eradicate water backlog within the stipulated time frames, quality and approved budget.	Water projects	Increased percentage of households with access to basic water	1.1.1.	Percentage of house holds with access to basic water for the first time through Emazini Water Supply projects	Percentage	Mr N Biyase	New project-Emazini water supply	HG DM	Operation and Maintenance	WSIG	R 20 617 202,00	R0.00	R181 88 319,42	Water Services	100%	New Enabler	New Enabler	1.1.1.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	N/A	100%	0	100%	1. Signed Consultant Report 2. Business Plan 3. SAC approval 4. Beneficiary List				
		1.1.2.					Percentage of house holds with access to basic water for the first time through Mhlabahane water supply NIX Pipe Line projects	Percentage	Mr N Biyase	New project-Mhlabahane water supply NIX Pipe Line projects		R 1 538 753,00	R0.00	R0.00	100%	New Enabler	New Enabler	1.1.2.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	N/A	100%	0	100%	1. Signed Consultant Report 2. Business Plan 3. SAC approval 4. Beneficiary List			
		1.1.3.					Percentage of house holds with access to basic water for the first time through Augmentation of NDZ Scheme	Percentage	Mr N Biyase	New project-Augmentation of NDZ Scheme		R 1 746 163,00	R0.00	R0.00	100%	New Enabler	New Enabler	1.1.3.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	N/A	100%	0	100%	1. Signed Consultant Report 2. Business Plan 3. SAC approval 4. Beneficiary List
		1.1.4.					Percentage of house holds with access to basic water through refurbishment work at Hostela-Mncveba & NMZ villages water supply project	Percentage	Mr N Biyase	Refurbishment-Hostela-Mncveba & NMZ villages water supply project		R 20 578 260,00	R0.00	R15 230 275,82	100%	New Enabler	New Enabler	1.1.4.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	N/A	100%	100%	1. Signed Consultant Report 2. Business Plan 3. SAC approval 4. Beneficiary List	

	SD /B :5	1. 1. 13			Bulk Water purchases	Bulk water purchased	1. 1. 1. 3.	Number of bulk water purchases done	Number	Mr N Biyase	Purchase of bulk water from Umngeni, Ugu, Nkonza Water User Association, Ixopo irrigation board, Department of Water and Sanitation	HG DM	Operations & Maintenance	Equitable Share	R 19 976 914, 00	R5 472 102.48	R12 919 020.48	Water Services	10	New Enabler	New Enabler	1. 1. 1. 3.	10	16	Target Met	Target slightly exceeded due to ensuring that the community does receive water as it is their right.	N/A	B	POE verified hence target met.	10	14	Target Met	Target slightly exceeded due to ensuring that the community does receive water as it is their right.	N/A	1	POE verified hence target met. Noting that the required POE was Invoices. They have been attached as follows: 020; 90016868 ; 90016616 ; 90016653 ; 30005440 6; 019; 318; 90016435 ; 30005430 0; 10329548 30092023 ; 10351448 30092023 ; 10351457 30092023 ; 10329548 31102023 AND 10351448 31102023	20	30	Target Met	Target slightly exceeded due to ensuring that the community does receive water as it is their right.	N/A	Q1 - B Q2 - 1 1	POE verified hence target met. Noting that the required POE was Invoices. They have been attached as follows: Q1: 10329548 30042023 ; 10351448 30042023 ; 10351457 30042023 ; 90016322 ; 90016435 ; 30005420 0; 016; 316; 10351457 31082023 ; 10329548 31082023 ; 10351448 3102023; 90016142 ; 30005399 3; 10329548 30062023 ; 10351457 30062023 ; 10351448 30062023 Q2: 020; 90016868 ; 90016616 ; 90016653 ; 30005440 6; 019; 318; 90016435 ; 30005430 0; 10329548 30092023 ; 10351448 30092023 ; 10351457 30092023 ; 10329548 31102023 AND 10351448 31102023	10	10	40	Invoices
REF No. 01 BSD 2022/2027 : 1.2.	SD /B :6	1. 2. 1.	To improve coverage, quality, efficiency and sustainability of and sanitation in all urban and rural communities	By ensuring that all sanitation projects are implemented to eradicate backlog within the stipulated time frames and approved budget	Sanitation (VIP)	Increased percentage of households with access to basic sanitation	1. 2. 1.	Percentage of household with access to basic sanitation for the first time	Percentage	Mr N Biyase	1.2.1. All LMs Sanitation 1. Appointment of contractors for Supply and Delivery of Material 2. Stakeholder engagement and acquisition of beneficiary list and Identity Documents 3. Construction of VIP Toilets 4. Payment of contractors for construction and supply of materials	HG DM	Water Governance and Customer Care	MIG	R 3 504 620, 00	R0.00	R0.00	Water Services	100%	New Enabler	New Enabler	1. 2. 1.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	100%	100%	1. Beneficiary List 2. Happy Letters with Identity Documents			

REF No. 01 BSD 2022/2027 : 2.1	SD /B	2.1.1.	To ensure that WSA is fully complying to its mandate as set by the Department of water and sanitation	By reviewing Water policies and By-laws	Review of Water Services Bylaws	Reviewed Water Services Bylaws aligned with Water Services Act.	2.1.1.	Date in which the by-laws are reviewed and align with Water Service Act	Date	Mr N Biyase	1. Appointment of the service provider 2. Council approval	HG DM	Water Governance and Customer Care	Equipment Share/Interim Funding	R418 800,00	R0.00	R0.00	Water Services	30-Jun-24	New Enabler	New Enabler	2.1.1.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	30-Jun-24	30-Jun-24	1. Reviewed and adopted by-laws 2. Council resolution						
REF No. 01 BSD 2022/2027 : 2.2	SD /B	2.2.1.	To ensure that HGDM fulfills its WSA function as mandated by the legislation and regulated by the Department of Water and Sanitation.	Provide HGDM communities with potable water that complies with SANS 241 and dispense effluent that is of good quality and not harmful to humans or the natural environment.	Water Quality Monitoring	Provide safe drinking water to communities and curb contamination of water resources by ensuring safe disposal of effluent.	2.2.1.	Percentage of compliant water quality provided to communities as required by National Department of Water and Sanitation.	Percentage	Mr N Biyase	2.2.1. Water quality monitoring 1. Appointment of Water and Wastewater Sampler 2. Taking water quality samples to an accredited laboratory for analysis. 2. Conduct monthly onsite water quality monitoring. 3. Upload compliance monitoring results to DWS system(IRIS) by the 10th of every month.	HG DM	Water Governance and Customer Care	Equipment share				Water Services	95%	None	95%	2.2.1.	95%	99%	Target Met	N/A	N/A	C	POE verified hence target met.	95%	75%	Target Not Met	the 75% is due to december not yet captured by DWS hence they have not finalised the analysis for December. HGDM has submitted the dataset but the analysis backlog is on DWS side.	The status quo may change after the 10th of January which is the closing date for Q2 reporting on IRIS.	12	POE verified hence target not met	95%	75%	Target Not Met	the 75% is due to december not yet captured by DWS hence they have not finalised the analysis for December. HGDM has submitted the dataset but the analysis backlog is on DWS side.	The status quo may change after the 10th of January which is the closing date for Q2 reporting on IRIS.	Q1 - C Q2 - 12	POE verified hence target not met	95%	95%	95%	DWS Institutional Compliance Reports for Drinking Water
REF No. 01 BSD 2022/2027 : 2.2	SD /B	2.2.2.					2.2.2.	Percentage of compliant wastewater quality discharged to the natural environment as required by National Department of Water and Sanitation.	Percentage	Mr N Biyase	2.2.2. Wastewater quality monitoring 1. Taking wastewater quality samples to an accredited laboratory for analysis. 2. Conduct monthly onsite wastewater quality monitoring. 3. Upload compliance monitoring results to DWS system(IRIS) by the 10th of every month.	HG DM	Water Governance and Customer Care	Equipment share	R5 000,00	R0,00 (R781 234.80 not yet processed)	R1 921 535,00	Water Services	99%	None	99%	2.2.2.	99%	33%	Target Not Met	Delays were encountered in loading of effluent results on IRIS. This was due to the sample IDs not matching the IRIS sample names.	IRIS names and IDs have been rectified through the assistance of DW S. Every 10th of the month, HG DM will load its own effluent results on IRIS. HG DM has taken over from Umgeni Water the loading of effluent samples results.	C	POE verified hence target not met.	99%	49,2%	Target Not Met	the 49,2% is due to december not yet captured by DWS hence not finalised the analysis for December. HGDM has submitted the dataset but the analysis backlog is on DWS side.	The status quo may change after the 10th of January which is the closing date for Q2 reporting on IRIS.	7	POE verified hence target not met	99%	49,2%	Target Not Met	the 49,2% is due to december not yet captured by DWS hence not finalised the analysis for December. HGDM has submitted the dataset but the analysis backlog is on DWS side.	The status quo may change after the 10th of January which is the closing date for Q2 reporting on IRIS.	Q1 - C Q2 - 7	POE verified hence target not met	99%	99%	99%	DWS Institutional Compliance Reports for Wastewater/Effluent

REF No. 01 SD 2022/2027 : 2.2	2.3.	To assess performance of each unit process against design capacity.	By evaluating the performance of each unit process against design capacity and further document possible remedial measures.	Process Audits	Provide safe drinking water to communities and curb contamination of water resources by ensuring safe disposal of effluent.	2.2.3.	Date in which Water Treatment Works Processes Audits completed and adopted by council.	Date	Mr N Biyase	1. Follow procurement processes for the appointment of service providers to conduct eight water treatment works process audits 2. Coordinate inception reporting. 3. Facilitate Progress reporting. 4. Facilitate adoption of process audits by HGDM Council.	HGDM	Water Governance and Customer Care	Equitable share	R7 500 000,00	R0.00	R6 570 742.17	Water Services	31-Mar-24	0	31-Mar-23	2.2.3.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	31-Mar-24	0	31-Mar-24	Process audits and Council Resolutions.							
REF No. 01 SD 2022/2027 : 2.3	2.3.1	To ensure that all HGDM water services are functional.	By repairing all water and sanitation schemes as per complaints received and adhere to Maintenance Plan	Maintenance of water and sanitation infrastructure.	Functional water and sanitation schemes	2.3.1	Percentage of complaints resolved within 48 hours	Percentage	Mr N Biyase	2.3.1. UMZIMKHULU SATELLITE 1. Material supply 2. Fuel supply 3. Electrical and mechanical repairs 4. Storage Water tanks Supply 2.3.2. UBUHLEBEZE SATELLITE 1. Material supply 2. Fuel supply 3. Electrical and mechanical repairs 4. Storage Water tanks Supply 2.3.3. DR NKOSAZANE DLAMINI-ZUMA SATELLITE 1. Material supply 2. Fuel supply 3. Electrical and mechanical repairs 4. Storage Water tanks Supply 2.3.4. GREATER KOKSTAD SATELLITE 1. Material supply 2. Fuel supply 3. Electrical and mechanical repairs 4. Storage Water tanks Supply 2.3.5. Chemical supply 1. Procurement of chemicals 2.3.6. Waste Water Management 1. Jetting 2.3.7. Emergency sewer Jetting Services 1. Appointment of Emergency Jetting Services Contractor. 2. Provisioning of Jetting Services. 2.3.8. Electrical	HGDM	Operation and Maintenance	Equitable share/In termal funding	2.3.1. R 12 401 807,00 2.3.2. R 13 000 000,00 2.3.3. R 10 439 180,00 2.3.4. R 452 018,00 2.3.5. R 500 000,00 2.3.6. R 17 615 387,00 2.3.7. R 2 500 000,00 2.3.8. R 0,00	2.3.1. R 1 128 550.72 2.3.2. R 417 777.53 2.3.3. R 1 167 733.98 2.3.4. R 506.17 2.3.5. R 1 013 114.50 2.3.6. R 0,00 2.3.7. R 348 640.00 2.3.8. R 0,00	2.3.1. R 123 136 35 2.3.2. R 990 544.06 2.3.3. R 923 671.19 2.3.4. R 248 80 2.3.5. R 729 724.11 2.3.6. R 0,00 2.3.7. R 927 980.00 2.3.8. R 0,00	Water Services	100%	0	100%	2.3.1	80%	0%	Target Not Met	In the absence of the system, Water Services has been using a manual system so as to ensure that they keep track of the complaints received and resolved. However, a manual system will sometimes have errors as it is populated manually.	The municipality has advertised for the complaints management system with the closing date of the 8th of September 2023. The complaints management system should be in place by the third quarter considering all the processes that need to have been undertaken, including SCM processes, installation and training.	D	POE verified hence target not met. Identified some complaints recorded as logged on the 28th of July 2023 and resolved on the 26th of July 2023 which implies that it was resolved before being logged. For Q2, FMS could not ascertain the dates when the November Umzimkhulu report complaints were resolved since the report has no "Resolved" date and it only indicates that "Done".	80%	0%	Target Not Met	In the absence of the system, Water Services has been using a manual system so as to ensure that they keep track of the complaints received and resolved. However, a manual system will sometimes have errors as it is populated manually.	The municipality has advertised for the complaints management system with the closing date of the 8th of September 2023. The complaints management system should be in place by the third quarter considering all the processes that need to have been undertaken, including SCM processes, installation and training.	13	POE verified hence target not met. FMS could not ascertain the dates when the November Umzimkhulu report complaints were resolved since the report has no "Resolved" date and it only indicates that "Done".	80%	0%	Target Not Met	In the absence of the system, Water Services has been using a manual system so as to ensure that they keep track of the complaints received and resolved. However, a manual system will sometimes have errors as it is populated manually.	The municipality has advertised for the complaints management system with the closing date of the 8th of September 2023. The complaints management system should be in place by the third quarter considering all the processes that need to have been undertaken, including SCM processes, installation and training.	Q1 - D Q2 - 13	POE verified hence target not met. Identified some complaints recorded as logged on the 28th of July 2023 and resolved on the 26th of July 2023 which implies that it was resolved before being logged. For Q2, FMS could not ascertain the dates when the November Umzimkhulu report complaints were resolved since the report has no "Resolved" date and it only indicates that "Done".	90%	100%	100%	Customer care report

1.1.8.	Increased percentage of expenditure on capital projects	1.1.8.	Percentage of expenditure spent on capital projects (MIG)	Mr N Blyas	1. HGDM WATER CONSERVATION AND DEMANAGEMENT 2. KEMPSDALE RAISING PROJECT DAMS & WEIRS 3. MNQUMENI / SANTOMBE WTR_PHS 4 DAMS&WEI 4. CREIGHTON WATER SUPPLY_PIPES 5. KHUKHULELA WATER SUPPLY_PIPES 6. GREATER SUMMERFIELD WTR SUPPLY PIPE LINE 7. KWAMAY-THEEKLOOF WATER S_PIPE LINE 8. NCAKUBANA SCHEME (PHASE 2&3) PIPE LINE 9. MNQUMENI / SANTOMBE WTR_PHS 4 PIPE LIN 10. GREATER SUMMERFIELD SUPPL PUMP STATION 11. UNDERBERG - HIMEVILLE SANITATION PROJECT SEWER PIPES 12. HORSESHOE SANITATION PROJECT PUMP STATIO 13. IBISI HOUSING RETICULATION SEWER PIPES 14. UMZIMKHULLU MBIZWENI SEWER UPGRADES 15. RECTIF & UPGRD OF FAIRVW & IXOPO SEWER 16. UNIVERSAL SANITATION NDX_TOILET FACIL 17. GALA DONNYBROOK WATER SUPPLY_PIPES	R 246 830 000,00	R 56 547 598,13	R 143 329 833,30	100%	0	100%	1.1.8.	30%	23,39%	Target not met	The Municipality has failed to meet 30% target instead 23,39% was achieved. The target was not reached because the performance of the Municipality affected by the termination of all the irregular appointed Consultants which in turn affected the planning part of the 23/24 financial year projects	To try and speed up the process the Municipality recently handed over sites to 3 Contractors with a combined value of R108 611 112,69 for the Creighton Water Supply Project Phase 02, Greater Summerfield Water Supply Scheme Phase 02 and Khukhulela Regional Water Scheme Phase 02: Construction of 1ML Reservoir. The contractors are already onsite and they have completed the establishments and we have also advertised 3 Contracts namely Raising of the	2	POE verified hence target not met.	60%	58,07%	Target Not Met	The Municipality submitted claims that took our performance to 61 % for the Month of December 2023. Of these claims 3 % was not approved by CoGTA for different reason like High retention amount and duplication of claims. Due to the fact that this report was submitted at the beginning of December there was no interaction between CoGTA and Municipality. Two projects namely Creighton Treatment Plant and Raising of the Kempsdale Dam Wall with a combined value of RR270 Million were supposed to have been awarded during the month of November 2023. In the Creighton Treatment Plant projects no responsive bidder was received and had to go for re-tender and Kempsdale dam wall had an appeal and this affected our planned expenditure for December 2023.	3 % Expenditure that was rejected in December will be rectified and submitted under the January 2024 Expenditure report. Creighton Water Supply Scheme has been re-advertised. Municipality to communicate with the service provider that is appealing and also Treasury to ensure that the appeal is fast tracked. The R68 Million Summerfield project that was awarded in November 2023 will also assist in fast tracking our expenditure as the construction will now	5	POE verified hence target not met.	60%	58,07%	Target Not Met	The Municipality submitted claims that took our performance to 61 % for the Month of December 2023. Of these claims 3 % was not approved by CoGTA for different reason like High retention amount and duplication of claims. Due to the fact that this report was submitted at the beginning of December there was no interaction between CoGTA and Municipality. Two projects namely Creighton Treatment Plant and Raising of the Kempsdale Dam Wall with a combined value of RR270 Million were supposed to have been awarded during the month of November 2023. In the Creighton Treatment Plant projects no responsive bidder was received and had to go for re-tender and Kempsdale dam wall had an appeal and this affected our planned expenditure for December 2023.	3 % Expenditure that was rejected in December will be rectified and submitted under the January 2024 Expenditure report. Creighton Water Supply Scheme has been re-advertised. Municipality to communicate with the service provider that is appealing and also Treasury to ensure that the appeal is fast tracked. The R68 Million Summerfield project that was awarded in November 2023 will also assist in fast tracking our expenditure as the construction will now	Q1 - 2023 - 5	POE verified hence target not met.	80%	100%	100%	Signed Certificate of Expenditure by the Municipality
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REF No. 01 SD 201 7/2 022 : 1.5.	SD /B: 5-9	1. 5. 1.	To ensure that municipal buildings are maintained effectively	By measuring the no of complaints or requests vs the response pertaining reported cases	Municipal Buildings Maintenance	Main safe working environment for the municipal employees	1. 5. 1.	Percentage of expenditure on municipal buildings and facilities	Percentage	Mr N Biyasie	1. Receive requests 2. Identify the required intervention 3. Fixing	HG DM	Municipal Works	Equitable share	R5 258 893,00	R647 222,11	R3 292 098,03	Infrastructure Services	100%	0	100%	1. 5. 1.	20%	12,3%	Target Not Met	The Municipality managed to achieve 12,3% expenditure of the Targeted Maintenance of Municipal Buildings R647 222,11 / R5 258 893 X 100. This was due to some of the nature of maintenance that requires a longer period to attend to as a result payments would then be effected during the next payroll.	The Municipality has to consider employing Key Staff that will be able to deal with Building Maintenance in order to reduce the continuous outsourcing.	4	POE verified hence target not met. Identified discrepancies on the POE submitted, as follows: GO4-R 647 222,11 Report=R74 4 305,43	50%	62,60%	Target Not Met	The Municipality managed to achieve 12,3% expenditure of the Targeted Maintenance of Municipal Buildings R3 292 098,03/ R5 258 893 X 100. This was due to some of the nature of maintenance that requires a longer period to attend to as a result payments would then be effected during the next payroll.	The Municipality has to consider employing Key Staff that will be able to deal with Building Maintenance in order to reduce the continuous outsourcing.	9	POE verified hence target not met	50%	62,60%	Target Not Met	The Municipality managed to achieve 12,3% expenditure of the Targeted Maintenance of Municipal Buildings R3 292 098,03/ R5 258 893 X 100. This was due to some of the nature of maintenance that requires a longer period to attend to as a result payments would then be effected during the next payroll.	The Municipality has to consider employing Key Staff that will be able to deal with Building Maintenance in order to reduce the continuous outsourcing.	Q1 - 4 Q2 - 9	POE verified hence target not met	70%	100%	100%	Quarterly Reports
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KEY PERFORMANCE AREA: GOOD GOVERNANCE AND PUBLIC PARTICIPATION; MUNICIPAL TRANSFORMATION AND INSTITUTIONAL DEVELOPMENT

IDP STRATEGIC OBJECTIVE: TO HAVE IMPROVED SYSTEMS AND PROCEDURES THAT ENHANCE ADMINISTRATIVE FUNCTION AND IMPROVE INTERACTION BETWEEN THE MUNICIPALITY AND MEMBERS OF THE PUBLIC; TO ENSURE A SMOOTH FUNCTIONING OF COUNCIL AND THAT STAFF COMPLEMENT IS ABLE TO DELIVER AS PER THE IDP

KEY CHALLENGE: FULL ADHERENCE TO THE LEGISLATIVE PRESCRIPT THAT GOVERNS LOCAL GOVERNMENT

Office of The Municipal (OTMM)

IDP Ref No.	B2 B Ref No.	Project No.	Objective	Strategy	Project	Output	KPI No.	KPI	UNIT OF MEASURE	PERSON RESPONSIBLE FOR INDICATOR	Activities/Items	Locality / Regional Indicator	Functionality / Sub-Functionality	Source of funding	Budget	Expenditure as at 30 September 2023	Expenditure as at 31 December 2023	Municipal Standard Classification	DEMAND	BALANCE	BALANCE 2022/2023	Target No.	QUARTER 1	Quarter 1 Actual Performance	Target Met/Not Met	Reasons for underperformance/Deviation/Comments	Remedial Action	POEFF Reference No.	PMS Specialist Comments	MID-YEAR TARGET (Combination of Q1 & Q2)	Mid-Year Actual Performance	Target Met/Not Met	Reasons for underperformance/Deviation/Comments	Remedial Action	POEFF Reference No.	PMS Specialist Comments	QUARTER 3	QUARTER 4	2023 - 2024 Annual Target	Portfolio Of Evidence							
Ref. No. 03 GGP 202 2/2 027 : 3.1	BC GI/ E	3.1.1.	To showcase and market the district	By continuously updating communities on existing and new service delivery programmes and projects	Marketing and Branding	Marketing and Branding	3.1.1.	Date by which the promotional material is procured	Date	Ms NJ Msoomi	1. Procurement of promotional material (replacement of outdoor flags, burners, folders, branded chair covers, branded table cloths, calendars and diaries)	HG DM	Communications	Equitable share/ Internal funding	R543 036,00	R0,00	R149 711,00	Office of the Municipal Manager	31-Dec-23	0	31-Dec-22	3.1.1.	0	N/A	N/A	N/A	N/A	N/A	N/A	31-Dec-23	05-Oct-23	Target Met	Target achieved earlier due to the communication unit being proactive in terms of procurement processes.	N/A	6	POE verified hence target met.	31-Dec-23	05-Oct-23	Target Met	Target achieved earlier due to the communication unit being proactive in terms of procurement processes.	N/A	Q2 - 6	POE verified hence target met.	0	0	31-Dec-23	1. Invoice 2. Delivery Note
Ref. No. 03 GGP 202 2/2 027 : 3.1	BC GI/ E	3.1.2.	To showcase and market the district	By continuously updating communities on existing and new service delivery programmes and projects	Radio Slots	Radio Slots held	3.1.2.	Number of radio slots held	Number	Ms NJ Msoomi	1. Preparation of specification for Bulk media buying (Q1) 2. Appointment of the service provider (Q2) 3. Radio Slots (Q3)	HG DM	Communications	Equitable share/ Internal funding	R209 400,00	R0,00	R52 500,00	Office of the Municipal Manager	2	0	0	3.1.2.	0	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	2	2	4	1. Invoices 2. Schedule of Interviews					

Ref No. 03 GG P 202 2/2 027 : 3.3	GG /C: 8	3. 3. 1.	To provide reasonable assurance that the municipality adheres to applicable laws and regulations.	By convening audit committee meetings and reporting to Council	Audit Committee	Audit Committee meetings convened	3. 3. 1.	Number of audit committee meetings held	Number	Mr GM Sineke	3.3. Audit and Performance Committee 1. Audit Committee Meetings 2. Payment of Audit Committee Members	HG DM	Internal Audit	Equitable share/ internal funding	R 471 600,00	R 17 356,52	R106 134,89	Office of the Municipal Manager	4	0	4	3. 3. 1.	1	1	Target Met	N/A	N/A	L	POE verified hence target met.	1	1	Target Met	N/A	N/A	S	POE verified hence target met.	2	2	Target Met	N/A	N/A	Q1 - L Q2 - S	POE verified hence target met.	1	1	4	Attendance Register
Ref No. 03 GG P 202 2/2 027 : 3.3	GG /C: 8	3. 3. 2.	To ensure effective fraud and corruption risk management within the municipality	By providing a framework for fraud and corruption risk management and ensuring effective implementation	Risk Management Committee	Risk Management Committee Meetings held	3. 3. 2.	Number of Risk Management Committee meetings held	Number	Mr GM Sineke	1. Risk Management Committee meetings 2. Payment of Risk Management Chairperson	HG DM	Risk Management	Equitable share/ internal funding	R7 200,00			Office of the Municipal Manager	4	0	4	3. 3. 2.	1	1	Target Met	N/A	N/A	M	POE verified hence target met.	1	1	Target Met	N/A	N/A	T	POE verified hence target met.	2	1	Target Met	N/A	N/A	Q1 - M Q2 - T	POE verified hence target met.	1	1	4	Attendance Register
Ref No. 03 GG P 202 2/2 027 : 3.3	GG /C: 8	3. 3. 3.	To ensure effective prevention of fraud and corruption risk management within the municipality	By providing a framework for fraud and corruption risk management and ensuring effective implementation	Risk Management Fraud and Ethics	Risk assessment conducted	3. 3. 3.	Date in which risk assessment workshop is conducted	Date	Mr GM Sineke	Internal Risk assessments workshops at the internal venue catering (Q3)	HG DM	Risk Management	Equitable share/ internal funding	R120 000,00	R0,00	R0,00	Office of the Municipal Manager	30-Jun-24	0	30-Jun-23	3. 3. 3.	0	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	31-Mar-24	0	31-Mar-24	Attendance Register	
Ref No. 03 GG P 202 2/2 027 : 3.3	GG /C: 9	3. 3. 4.	To ensure effective prevention of fraud and corruption within the municipality	By providing an advisory support in fighting fraud and corruption and ensuring effective implementation of consequence management	Consequence Management Advisory Support	Consequence Management Implementation	3. 3. 4.	Percentage of legal matters attended to against reported legal matters	Percentage	Mr GM Sineke	1. Initial Engagements with legal representative (assigning the matter) 2. Produce progress reports on existing cases	HG DM	Legal	Equitable share/ internal funding	R3 726 676,00	R10629 72,26	R2 197 377,76	Office of the Municipal Manager	100%	0	100%	3. 3. 4.	10	100%	Target Met	N/A	N/A	N	POE verified hence target met.	10	100%	Target Met	N/A	N/A	U	POE verified hence target met.	100%	100%	Target Met	N/A	N/A	Q1 - N Q2 - U	POE verified hence target met.	10	10	10	1. An instruction letter 2. Consolidated progress report on existing cases
REF No. 02 MT RANS 202 2/2 027 : 4.6.	BC GI/ E	4. 6. 1.	To ensure effective communication internally and externally	By developing a Newsletter on a quarterly basis	Newsletter (External)	Newsletter developed	4. 6. 1.	Number of Newsletters developed and published	Number	Ms NJ Msoomi	1. Compilation and printing of the newsletter	HG DM	Communications	Equitable share	R 823 710,00	R232,50 0.00	R697 500,00	Office of the Municipal Manager	4	0	4	4. 6. 1.	1	1	Target Met	N/A	N/A	O	POE verified hence target met.	1	1	Target Met	N/A	N/A	V	POE verified hence target met.	2	2	Target Met	N/A	N/A	Q1 - O Q2 - V	POE verified hence target met.	1	1	4	Copy of newsletters

KEY PERFORMANCE AREA: CROSS CUTTING INTERVENTIONS

IDP STRATEGIC OBJECTIVE: TO CREATE A FUNCTIONAL URBAN, REGIONAL AND HUMAN SETTLEMENTS WHILST PROTECTING THE ENVIRONMENT

KEY CHALLENGE: ATTRACTING INVESTMENT AND GROWING THE ECONOMY OF HARRY GWALA DISTRICT AND INTERPRETATION OF SPATIAL PLANNING AND LINKING IT TO INFRASTRUCTURE PLANNING AND DEVELOPMENT OF HARRY GWALA TOWNS

REF NO. 04 LES OC 202 2/2 027 : 7.9	GG /C	7. 9. 1.	To develop the Harry Gwala District Municipality strategic planning and reporting documents in consultation with relevant stakeholders	By engaging all relevant key stakeholders in the development and reporting documents	IDP road shows	IDP road shows conducted	7. 9. 1.	Number of IDP roadshows conducted	Number	Ms NJ Msoomi	7.9.1 IDP 1. Transport 2. Catering 3. Sound system and stage 4. Tent and chairs 5. Advert 6.Tables 7. Generator 7. Table and chairs 8. Ablution facilities	HG DM	IDP/ PMS	Equitable share	R690 000, 00	R0,00	R679 405. 26	Office of the Municipal Manager	8	0	8	7. 9. 1.	0	N/A	N/A	N/A	N/A	N/A	N/A	4	22	Target Met	Target exceeded. When the target was set, four was based on the number of local municipalities under the District. It has not been easy to set the exact number, every year the locals plan as to how they will be engaging with the community, sometimes per cluster and sometimes per ward hence it is not easy to determine the exact number of IDP roadshows however all four local municipalities together with the district has adhered to Chapter four of the municipal systems act.	N/A	3	POE verified hence target met.	4	22	Target Met	Target exceeded. When the target was set, four was based on the number of local municipalities under the District. It has not been easy to set the exact number, every year the locals plan as to how they will be engaging with the community, sometimes per cluster and sometimes per ward hence it is not easy to determine the exact number of IDP roadshows however all four local municipalities together with the district has adhered to Chapter four of the municipal systems act.	N/A	3	POE verified hence target met.	0	4	8	Attendance register
REF NO. 04 LES OC 202 2/2 027 : 7.9	GG /C	7. 9. 2.	To develop the Harry Gwala District Municipality strategic planning and reporting documents in consultation with relevant stakeholders	By engaging all relevant key stakeholders in the development and reporting documents	Strategic planning documents	IDP produced	7. 9. 2.	Date in which the IDP document is approved by Council	Date	Ms NJ Msoomi	7.9.2. IDP 1. Review of the IDP	HG DM	IDP/ PMS	Equitable share	R0,0 0	R0,00	R0,0 0	Office of the Municipal Manager	31- May-24	0	31- May-23	7. 9. 2.	0	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	31- May-24	31- May-24	Council resolution		
REF NO. 04 LES OC 202 2/2 027 : 7.9	GG /C	7. 9. 4.	To develop the Harry Gwala District Municipality strategic planning and reporting documents in consultation with relevant stakeholders	By engaging all relevant key stakeholders in the development and reporting documents	Annual Report	7. 9. 4.	Date in which the Annual Report is submitted to Council for noting.	Date	Ms NJ Msoomi	7.9.4./5/6 Annual Report/Oversight Report 1.Consolidation of Annual report 2. Printing (Editing, layout and graphics)	HG DM	IDP/ PMS	Equitable share	R0,0 0	R0,00	R0,0 0	Office of the Municipal Manager	31- Jan-24	0	31- Jan-23	7. 9. 4.	0	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	31- Jan-24	31- Jan-24	Council Resolution	
REF NO. 04 LES OC 202 2/2 027 : 7.9	GG /C	7. 9. 5.	To develop the Harry Gwala District Municipality strategic planning and reporting documents in consultation with relevant stakeholders	By engaging all relevant key stakeholders in the development and reporting documents	Over sight Report	7. 9. 5.	Date in which the Oversight Report is submitted to Council for adoption	Date	Ms NJ Msoomi		HG DM	IDP/ PMS	Equitable share	R0,0 0	R0,00	R0,0 0	Office of the Municipal Manager	31- Mar-24	0	31- Mar-23	7. 9. 5.	0	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	31- Mar-24	31- Mar-24	Council Resolution		
REF NO. 04 LES OC 202 2/2 027 : 7.9	GG /C	7. 9. 6.	To develop the Harry Gwala District Municipality strategic planning and reporting documents in consultation with relevant stakeholders	By engaging all relevant key stakeholders in the development and reporting documents	Annual Report	7. 9. 6.	Date in which the printing of the Annual Report is done through the appointed service provider.	Date	Ms NJ Msoomi		HG DM	IDP/ PMS	Equitable share	R100 000, 00	R0,00	R0,0 0	Office of the Municipal Manager	30- Jun-24	New Enabler	New Enabler	7. 9. 6.	0	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	30- Jun-24	30- Jun-24	Delivery Note		

REF NO.	BC GI/E	4.3.1	To Implement the Integrated Health and Wellness strategy to ensure a healthy, motivated and dedicated workforce	By implementing the Integrated Health and Wellness strategy	Integrated Health and Wellness strategy	Employee vaccination	4.3.1	Date in which the newly appointed employees are vaccinated	Date	Mrs TT Thiyane-Magaga	4.3.1. MEDICAL SURVEILLANCE 1. Medical examination of staff and vaccination	HG DM	Human Resources Management	Equitable Share	R300 000,00	R169 770,00	R209 945,00	Corporate Services	30-Apr-24	0	30-Apr-23	4.3.1	0	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	Water and Wastewater Control Supervision has not claimed the 40% of the R490 072.00 annual contract amount because he has not continued with training in the month of November and December 2023. In December 2023 the service provider was supposed to have submitted 2nd Tranche payment of 40%. This has also been a major set back for us.	the delay and also to establish from him if he will still continue with the project.	0	N/A	N/A	0	N/A	N/A	0	30-Apr-24	30-Apr-24	Proof of submission/Acknowledgment letter											
REF NO. 04 LES OC 202 2/2 027 : 4.3.	BC GI/E	4.3.1	To Implement the Integrated Health and Wellness strategy to ensure a healthy, motivated and dedicated workforce	By implementing the Integrated Health and Wellness strategy	Integrated Health and Wellness strategy	Employee vaccination	4.3.1	Date in which the newly appointed employees are vaccinated	Date	Mrs TT Thiyane-Magaga	4.3.1. MEDICAL SURVEILLANCE 1. Medical examination of staff and vaccination	HG DM	Human Resources Management	Equitable Share	R300 000,00	R169 770,00	R209 945,00	Corporate Services	30-Apr-24	0	30-Apr-23	4.3.1	0	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	Water and Wastewater Control Supervision has not claimed the 40% of the R490 072.00 annual contract amount because he has not continued with training in the month of November and December 2023. In December 2023 the service provider was supposed to have submitted 2nd Tranche payment of 40%. This has also been a major set back for us.	the delay and also to establish from him if he will still continue with the project.	0	N/A	N/A	0	30-Apr-24	30-Apr-24	Proof of submission/Acknowledgment letter														
REF NO. 04 LES OC 202 2/2 027 : 4.3.	BC GI/E	4.3.2	To Implement the Integrated Health and Wellness strategy to ensure a healthy, motivated and dedicated workforce	By implementing the Integrated Health and Wellness strategy	Integrated Health and Wellness strategy	Cancer awareness conducted	4.3.2	Date in which cancer awareness is conducted	Date	Mrs TT Thiyane-Magaga	4.3.2. EMPLOYEE WELLNESS PROGRAMME 1. Conduct awareness program 2. Online awarenesses	HG DM	Human Resources Management	Equitable Share	R21 780,00	R12 871,85	R12 871,85	Corporate Services	31-Dec-23	0	31-Dec-22	4.3.2	0	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	Target met	This is due to newly appointed employees that required vaccination due to the nature of their jobs.	N/A	7	POE verified hence target met.	31-Dec-23	05-Oct-23	Target met	Target met earlier due to an early vaccination and adherence to the medical requirements upon appointment.	N/A	B	POE verified hence target met	31-Dec-23	23-Aug-2023 & 5-Oct-2023	Target met	Target met earlier due to an early vaccination and adherence to the medical requirements upon appointment.	N/A	Q1 - 7 Q2 - B	POE verified hence target met	31-Mar-24	30-Jun-24	30-Jun-24	Attendance register
REF NO. 04 LES OC 202 2/2 027 : 4.3.	BC GI/E	4.3.3	To Implement the Integrated Health and Wellness strategy to ensure a healthy, motivated and dedicated workforce	By implementing the Integrated Health and Wellness strategy	Inter-departmental games held	4.3.3	Date in which inter-departmental games are held	Date	Mrs TT Thiyane-Magaga	4.3.2. EMPLOYEE WELLNESS PROGRAMME 1. Inter-departmental games	HG DM	Human Resources Management	Equitable Share	R0,00			Corporate Services	31-Mar-24	0	31-Mar-23	4.3.3	0	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	Target met		N/A	N/A	POE verified hence target met	31-Dec-23	14-Dec-23	Target met	N/A	N/A	Q2 - C	POE verified hence target met	0	0	31-Dec-23		1. Attendance register 2. Screenshot of e-mails on online awarenesses							
REF NO. 04 LES OC 202 2/2 027 : 4.3.	BC GI/E	4.3.3	To Implement the Integrated Health and Wellness strategy to ensure a healthy, motivated and dedicated workforce	By implementing the Integrated Health and Wellness strategy	Inter-departmental games held	4.3.3	Date in which inter-departmental games are held	Date	Mrs TT Thiyane-Magaga	4.3.2. EMPLOYEE WELLNESS PROGRAMME 1. Inter-departmental games	HG DM	Human Resources Management	Equitable Share	R0,00			Corporate Services	31-Mar-24	0	31-Mar-23	4.3.3	0	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	Target met		N/A	N/A	POE verified hence target met	31-Dec-23	14-Dec-23	Target met	N/A	N/A	Q2 - C	POE verified hence target met	0	0	31-Dec-23		1. Attendance register 2. Screenshot of e-mails on online awarenesses							
REF NO. 04 LES OC 202 2/2 027 : 4.3.	BC GI/E	4.3.4	To Implement the Integrated Health and Wellness strategy to ensure a healthy, motivated and dedicated workforce	By implementing the Integrated Health and Wellness strategy	Health and safety trainings conducted	4.3.4	Number of health and safety trainings conducted	Number	Mrs TT Thiyane-Magaga	4.3.3. Health and Safety Trainings 4.3.3.1 SHE Reps Training 4.3.3.3 Supervisors Training	HG DM	Human Resources Management	Equitable Share	R138 508,00	R102 000,00		Corporate Services	2	0	2	4.3.4	0	N/A	N/A	N/A	N/A	N/A	N/A	2	0	Target Not Met	The advert was issued with the closing date of the 6 November 2023, however, there has been no appointment of a suitably qualified service provider. The training for SHE Reps and Supervisors was not done because SCM has not finalised the quotations which were received when the advert was published. In November and December 2023, reminders were sent to the Manager: SCM but he indicated that he was busy with Elid	The progress shall be reported on during the third quarter performance reporting.	D	POE verified hence target not met.	2	0	Target Not Met	The advert was issued with the closing date of the 6 November 2023, however, there has been no appointment of a suitably qualified service provider. The training for SHE Reps and Supervisors was not done because SCM has not finalised the quotations which were received when the advert was published. In November and December 2023, reminders were sent to the Manager: SCM but he indicated that he was busy with Bid	The progress shall be reported on during the third quarter performance reporting.	Q2 - D	POE verified hence target not met.	0	0	2	Attendance register									

REF NO. 04 LES OC 202 2/2 027 : 4.3.	BC GI/E	4.3.5.	To Implement the Integrated Health and Wellness strategy to ensure a healthy, motivated and dedicated workforce	By Implementing the Integrated Health and Wellness strategy	Integrated Health and Wellness strategy	Fire extinguishers services	4.3.5.	Date in which fire extinguishers are serviced	Date	Mrs TT Thiyane-Magaga	Servicing Fire Extinguishers	HG DM	Human Resources Management	Equipment Share	R73 290,00	R0,00	R0,00	Corporate Services	31-Dec-23	0	31-Dec-22	4.3.5.	0	N/A	N/A	N/A	N/A	N/A	N/A	31-Dec-23	0	Target Not Met	Requisitions were done on the 17 November 2023 because the Occupational Health & Safety Officer had to do inspections in all offices including Water Works (34 sites around the District) to determine the number of fire extinguishers that are on sites as they get stolen quite often. After finalising the inspections the requisition was drafted and submitted on the 17 November 2023 and the request for quotations was not done until the end of quarter 2.	A follow up with SCM shall be made and the progress shall be reported on during the third quarter performance reporting.	E	POE verified hence target not met.	31-Dec-23	0	Target Not Met	Requisitions were done on the 17 November 2023 because the Occupational Health & Safety Officer had to do inspections in all offices including Water Works (34 sites around the District) to determine the number of fire extinguishers that are on sites as they get stolen quite often. After finalising the requisition was drafted and submitted on the 17 November 2023 and the request for quotations was not done until the end of quarter 2.	A follow up with SCM shall be made and the progress shall be reported on during the third quarter performance reporting.	Q2-E	POE verified hence target not met.	0	0	31-Dec-23	Signed Invoice
REF NO. 04 LES OC 202 2/2 027 : 4.3.	BC GI/E	4.3.6.	To Implement the Integrated Health and Wellness strategy to ensure a healthy, motivated and dedicated workforce	By Implementing the Integrated Health and Wellness strategy	Integrated Health and Wellness strategy	Signages installed	4.3.6.	Date in which signages to all municipal buildings are installed	Date	Mrs TT Thiyane-Magaga	Installation of signages to all municipal buildings	HG DM	Human Resources Management	Equipment Share	R83 760,00	R0,00	R0,00	Corporate Services	31-Dec-23	0	31-Dec-22	4.3.6.	0	N/A	N/A	N/A	N/A	N/A	31-Dec-23	0	Target Not Met	There was an appointed service provider who has not completed the work of installing signage in various satellite offices. The provider was installing signs in the first quarter but he has not finalised the installation. A number of sites were installed but the provider could not be paid because the project is not complete. Seeing that there is a delay in finalizing the project, a new advert was drafted for the installation of signs in other areas which were not covered in the first project. The requisition was drafted on the 17 November 2023 and the request for quotations was not done until the end of quarter 2.	A follow up with SCM shall be made and the progress shall be reported on during the third quarter performance reporting. The appointed service provider will be called into a meeting to establish if he will surrender or continue with	F	POE verified hence target not met.	31-Dec-23	0	Target Not Met	There was an appointed service provider who has not completed the work of installing signage in various satellite offices. The provider was installing signs in the first quarter but he has not finalised the installation. A number of sites were installed but the provider could not be paid because the project is not complete. Seeing that there is a delay in finalizing the project, a new advert was drafted for the installation of signs in other areas which were not covered in the first project. The requisition was drafted on the 17 November 2023 and the request for quotations was not done until the end of quarter 2.	A follow up with SCM shall be made and the progress shall be reported on during the third quarter performance reporting. The appointed service provider will be called into a meeting to establish if he will surrender or continue with	Q2-F	POE verified hence target not met.	0	0	31-Dec-23	Signed Invoice	

REF No. 02 MT RANS 202 2/2 027 : 4.4.	BC GI/E	4. 4. 6	To ensure safety of municipal properties as well as communities	By procuring drone	Drone procured	4. 4. 6	Date by when the drone is procured	Date	Mrs TT Thiyane-Magaga	1. Specification preparation 2. Appointment of the service provider 3. Procurement of drone 4. Relevant staff workshop on the use of drone	HG DM	Administration and Support	Equipment share/In termal fund	R15 000 000,00	R0,00	R13 249 366,08	Corporate Services	30-Sep-23	New Enabler	New Enabler	4. 4. 6	30-Sep-23	0	N/A	N/A	N/A	This is due to the procurement processes still underway.	This shall be reported on by 31 March 2024.	N/A	N/A	N/A	N/A	N/A	N/A	30-Sep-23	14-Dec-23	Target Not Met	Procurement took longer than expected hence only delivered in December 2023 instead of September 2023.	Procurement has been done and the drone was since delivered on the 14 December 2023.	8	POE verified hence target not met. The unit of measure is by date, even though the service has been rendered but it was only achieved way after the due date which is the unit of measure. We do not that it has been procured though.	0	0	30-Sep-23	1. Tender advert 2. Appointment letter/Order 3. Delivery note	
REF No. 04 LES OC 202 2/2 027 : 4.5.	BC GI/E	4. 5. 1.	To provide safe and secure environment	By ensuring that all security measures are in place	Security services procured	4. 5. 1.	Date by when the security services procurement is done	Date	Mrs TT Thiyane-Magaga	1. Specification preparation 2. Appointment of the service provider	HG DM	Administration and Support	Equipment share/In termal fund	R15 000 000,00	R0,00	R13 249 366,08	Corporate Services	31-Dec-23	New Enabler	New Enabler	4. 5. 1.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	31-Dec-23	13-Dec-23	Target Met	N/A	N/A	Q2 - G	POE verified hence target met	0	0	31-Dec-23	Appointment letter		
REF No. 02 MT RANS 202 2/2 027 : 4.5.	BC GI/E	4. 5. 2.	To provide secure ICT infrastructure which delivers appropriate levels of data confidentiality and integrity	By ensuring that all annual subscriptions are paid for	Annual software licenses renewed	4. 5. 2.	Number of software licenses renewed	Number	Mrs TT Thiyane-Magaga	4.5. ICT 1. Renewal of Microsoft volume licenses 2. Renewal of Anti-virus (Eset endpoint) license 3. Renewal of Orbit software licenses 4. Renewal of backup software license(Veeam) 5. Renewal of Firewall license(Fortigate) 6. Renewal of AD Manager software license	HG DM	ICT	Equipment share/In termal fund	R 3 662 730,00	R0,00	R3 433 400,81	Corporate Services	6	0	6	4. 5. 2.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	6	5	Target Not Met	Only 5 licenses were renewed due to insufficient budget, as a result the AD Manager software license could not be renewed.	Corporate Services shall make a submission of an additional budget during the adjustments process in February 2024.	3	POE verified hence target not met	0	0	6	Invoice as proof of renewals	
REF No. 04 LES OC 202 2/2 027 : 4.7.	BC GI/E	4. 7. 1.	To provide adequate backup storage for municipal data and information	By implementing the disaster recovery and business continuity plans	Tested disaster recovery and business continuity plans	4. 7. 1.	Date in which the disaster recovery and business continuity plans is tested	Date	Mrs TT Thiyane-Magaga	1. Provision of specification for disaster recovery and business continuity testing 2. Procuring of the restoration server 3. Perform the restoration of data on the procured server 4. Test the integrity of the restored data	HG DM	ICT	Equipment share	R 618 050,00	R0,00	R0,00	Corporate Services	30-Jun-24	0	30-Jun-23	4. 7. 1.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	31-Dec-23	19-Sep-23	Target Met	Target met earlier due to ensuring the safeguarding of municipal information.	N/A	9	POE verified hence target met	0	0	30-Jun-24	1. ICT Disaster recovery plan and ICT business continuity plan 2. Testing results
REF No. 02 MT RANS 202 2/2 027 : 4.7.	BC GI/E	4. 7. 2.	To provide secure ICT environment within the municipality	By conducting ICT awareness	Conducting ICT awareness	4. 7. 2.	Number of ICT awareness conducted	Number	Mrs TT Thiyane-Magaga	Bi-annual internal awareness	HG DM	ICT	Equipment share	R 234 300,00	R0,00	R129 000,00	Corporate Services	2	0	4	4. 7. 2.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1	5	Target Met	Target exceeded due to the number of satellites.	N/A	H	POE verified hence target met	0	1	2	1. Attendance Register 2. Content of the workshop	

KEY PERFORMANCE AREA: MUNICIPAL FINANCIAL VIABILITY

IDP STRATEGIC OBJECTIVE: TO IMPROVE THE FINANCIAL VIABILITY AND MANAGEMENT OF THE MUNICIPALITY IN ORDER TO FUND MORE QUALITY PROJECTS

KEY CHALLENGE: LOW REVENUE BASE AND NON-PAYMENT OF SERVICES BY SOME CUSTOMERS

Budget and Treasury Office(BTO)

IDP Ref No.	B2 Re	Pr ojec	Objective	Strate gy	Proj ect	Out put	K P I	KPI	UN IT OF	PER SON RES	Activities/ Items	Loc ality /	Fun ctio nalit y	Sou rce of	Bud get	Expend iture	Exp endi	Mun icip	DE	BA CK	BA SEL INE	T ar g	QU AR TE	Qua rter 1	Ta rget	Reasons for underperfor mance/Devia	Re me dial	P O E	PM S Spe	QU AR TE	Qua rter 2	Ta rget	Reasons for underperfor mance/Devia	Re me dial	P O E	PMS Specialis t	MID - YEA	Mid - Yea	Ta rget	Reasons for underperfor mance/Devia	Re me dial	P O E	PMS Specialis t	QU AR TE	QU AR TE	20 23 -	Portfollo Of
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REF No.	SF M/D	5.1.	To ensure improved revenue collection	Enforce credit control and debt management policy	Debt Collection	Total amount collected from customers per month	5.1.1.	Percentage of Collection from the billed consumers	Percentage	Mr K Mzimela	1.1. Billing 1. Postage of Statements 2. Appointment of debt collector	All Lms	Income and Revenue	Equitable share	R157 050,00 R 30 417 956	R0,00	R0,00	Budget and Treasury Office	100%	0	100%	5.1.1.	0	N/A	N/A	N/A	N/A	50%	83,46%	Target Met	Target exceeded due to the processes that BTO has been engaging on to facilitate the payments due to the municipality. (Receipts/Total Billings)x100	N/A	1	POE verified hence target met.	50%	76,82%	Target Met	Target exceeded due to the processes that BTO has been engaging on to facilitate the payments due to the municipality. (Receipts/Total Billings)x100	N/A	Q2-1	POE verified hence target met.	0	50%	100%	Debt Collection
REF No.	SD/D:	5.2.	To ensure updated and reliable indigent debtor information	Enforce the indigent management policy	Indigent register	Updated indigent register	5.2.1.	Number of existing household with access to free basic services in terms of the indigent register	Number	Mr K Mzimela	5.2. Updated indigent Register 1. Validation of indigent Application forms 2. Approval of the indigent register	All Lms	Income and Revenue	Equitable share	R582 993,00	R0,00	R301 781,70	Budget and Treasury Office	300%	0	300%	5.2.1.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	N/A	0	3000	3000	Indigent Register			
REF No.	SD/D:	5.2.	To ensure updated and reliable indigent debtor information	Enforce the indigent management policy	Indigent register	Approved Indigent register	5.2.2.	Date in which indigent register is approved by Council	Date	Mr K Mzimela	2. Approval of the indigent register	All Lms	Income and Revenue	Equitable share	R0,00	R0,00	R0,00	Budget and Treasury Office	31-Dec-23	0	31-Dec-22	5.2.2.	0	N/A	N/A	N/A	N/A	31-Dec-23	26-Oct-23	Target Met	N/A	N/A	2	POE verified hence target met	31-Dec-23	26-Oct-23	Target Met	N/A	N/A	Q2-2	POE verified hence target met	0	0	31-Dec-23	Council Resolution
REF No.	SF M/D	5.3.	To ensure updated and reliable debtor information	Update the consumer database	Data cleansing	Updated data	5.3.1.	Number of consumers added to database	Number	Mr K Mzimela	5.3. Updated Consumer Data 1. Collection of signed consumer agreement forms 2. Update the consumer database	HG DM	Income and Revenue	Equitable share	R0,00	R0,00	R0,00	Budget and Treasury Office	120%	0	120%	5.3.1.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	N/A	0	0	12000	Age analysis		
REF No.	SF M/D	5.4.	To ensure compliance with the MFMA and improve budgeting reporting processes	Coordinate the budget preparation process in line with approved schedule of key dead lines	Budget	Budget approved in compliance with MFMA	5.4.1.	Date in which the 2024/2025 final budget was approved by Council	Date	Mr K Mzimela	1. Preparation of Draft Budget by March 2. Approval of Final Budget by May	HG DM	Budget and Reporting	Equitable share	R0,00	R0,00	R0,00	Budget and Treasury Office	31-May-24	0	30-May-23	5.4.1.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	N/A	0	31-May-24	31-May-24	Council Resolution	
REF No.	SF M/D	5.5.	To ensure the municipality prepares GRAP compliant annual financial statements for the year ending June 2020 and submit to the Auditor General on time	Prepare monthly control account reconciliations to ensure reliable financial information is reported throughout the year	Interim Financial Statements	Interim Financial Statements (IFS) submitted to Internal Auditors	5.5.1.	Date in which the Interim Financial Statements are submitted to Internal Audit	Date	Mr K Mzimela	5.5. INTERIM FINANCIAL STATEMENT 1. Preparation of interim financial statements	HG DM	Budget and Reporting	Equitable share	R0,00	R0,00	R0,00	Budget and Treasury Office	31-Mar-24	0	31-Mar-23	5.5.1.	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	N/A	31-Mar-24	0	31-Mar-24	Proof of submission	

REF NO. 04 LES OC 202 2/2 027 : 6.7	N/A	6.7.3.	To provide for an integrated and coordinated disaster management that focuses on preventing/reducing the risk of disasters	By developing a fully equipped Disaster Management Centre	Lightning Conductors	Lightning Conductors installed	6.7.3.	Date by which lightning conductors are installed	Date	Ms NNF Buthelezi	Installation of lightning conductors	All local municipalities	Social Services	Equipment share	R200 000,00	R0,00	R0,00	Social Services and Development Planning	31-Dec-23	0	0	6.7.3.	0	N/A	N/A	N/A	N/A	N/A	31-Dec-23	1-3 Nov 2023	Target Met	Target met earlier due to the rising need as a result of climate change issues that have affected community members.	N/A	2	POE verified hence target met.	31-Dec-23	1-3 Nov 2023	Target Met	Target met earlier due to the rising need as a result of climate change issues that have affected community members.	N/A	Q2-2	POE verified hence target met.	0	0	31-Dec-23	Installation Certificate	
REF NO. 04 LES OC 202 2/2 027 : 6.7	N/A	6.7.4.	To provide for an integrated and coordinated disaster management that focuses on preventing/reducing the risk of disasters	By developing a fully equipped Disaster Management Centre	Disaster Truck Engagements	Disaster Truck procured	6.7.4.	Date by which the disaster truck is procured	Date	Ms NNF Buthelezi	Preparation of the requisition memo with specification	All local municipalities	Social Services	Equipment share	R1 600 000,00	R0,00	R0,00	Social Services and Development Planning	30-Jun-24	0	0	6.7.4.	0	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	0	0	30-Jun-24	30-Jun-24	Delivery Note		
REF NO. 04 LES OC 202 2/2 027 : 6.7	N/A	6.7.5.	To provide for an integrated and coordinated disaster management that focuses on preventing/reducing the risk of disasters	By developing a fully equipped Disaster Management Centre	Disaster Management Stakeholder Engagements	Disaster Management Stakeholder Engagements held	6.7.5.	Date by which the Disaster Management Stakeholder Engagements take place	Date	Ms NNF Buthelezi	1. Workshop and trainings 2. Standardised branding (services provided) 3. Educational material (pamphlets, USBs, pens, pencils, writing pads, rulers, and other) 4. Accommodation 5. Catering	All local municipalities	Social Services	Equipment share	R150 000,00	R0,00	R70 980,00	Social Services and Development Planning	31-Dec-23	0	0	6.7.5.	0	N/A	N/A	N/A	N/A	N/A	31-Dec-23	07-Dec-23	Target Met	N/A	N/A	3	POE verified hence target met.	31-Dec-23	07-Dec-23	Target Met	N/A	N/A	Q2-3	POE verified hence target met.	31-Mar-24	0	31-Mar-24	Attendance Register	
REF NO. 04 LES OC 202 2/2 027 : 6.3	N/A	6.3.1.	To ensure the implementation of Municipal Health programme based on the National Norms and Standards	By implementing municipal health programme based on the National Norms and Standards	Municipal Health services	Training on food handling conducted	6.3.1.	Number of Health and Hygiene education awareness conducted	Number	Ms NNF Buthelezi	6.3.1. MUNICIPAL HEALTH AND ENVIRONMENTAL AWARENESS (Occupational Health and Safety) 1. Educational Equipment 2. Educational Material (pens, pencils, writing pads, pamphlets, USBs, and other) 3. Implementation of the environmental health calendar 4. Portable projector	All local municipalities	Social Services	Equipment share	R107 053,00	R0,00 (not yet processed)	R0,00	Social Services and Development Planning	4	0	4	6.3.1.	4	9	Target Met	The overperformance was due to unplanned awarenesses that were as a result of inspections done and found shops being non compliant hence the need to conduct awarenesses so as to ensure that they comply.	N/A	2	POE verified hence target met.	4	4	Target Met	N/A	N/A	4	POE verified hence target met.	8	13	Target Met	The overperformance was due to unplanned awarenesses that were as a result of inspections done and found shops being non compliant hence the need to conduct awarenesses so as to ensure that they comply.	N/A	Q1-2-4	POE verified hence target met.	4	4	16	Attendance register
					Samplers submitted to laboratory for analysis			Number of water samples submitted to Laboratory for analysis	Number	Ms NNF Buthelezi	6.3.2. WATER SAMPLES (Water Quality Monitoring) 1. Taking of water samples from random source 2. Submit 540 water samples to Laboratory for analysis 3. Interpreted results 4. Issue report 5. Maintenance of blow torch 6. Procurement of labelling stickers and highlighters	All local municipalities	Social Services and Development Planning	Equipment share	R220 000,00	R20 262,90	R0,00	Social Services and Development Planning	540	0	200		135	154	Target Met	The overperformance was due to the incidents, complaints reported. The department then took more samples to determine the course of food poisoning.	N/A	3	POE verified hence target met.	135	136	Target Met	Target exceeded by one to ensure that there is continuous testing of water quality for consumption to avoid health hazards.	N/A	4	POE verified hence target met.	270	290	Target Met	Target exceeded by one to ensure that there is continuous testing of water quality for consumption to avoid health hazards.	N/A	Q1-3-4	POE verified hence target met.	135	135	540	Water sample results
REF NO. 04 LES OC 202 2/2 027 : 6.3	N/A	6.3.2.			Notifications received for investigation of communicable diseases		6.3.2.	Turnaround time on the investigation of communicable diseases	Turnaround time	Ms NNF Buthelezi	6.3.3. COMMUNICABLE DISEASES 1. Investigation report 2. Sampling Equipment (cooler bags, ice packs, cutlery, measuring wheel) 3. Sampling Stationery 4. Educational Material (pamphlets,	All local municipalities	Social Services	Equipment share	R73 290,00	R0,00	R0,00	Social Services and Development Planning	24hrs	0	24hrs	6.3.2.	0	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	N/A	0	24hrs	24hrs	Investigation report			

6. ANNEXURE "A": Mid-Term Performance Report of Harry Gwala District Municipality as at 31 December 2023

7. CONCLUSSION

The institution is fully committed and geared to improve its performance during the remainder of the financial year. In this regard, mitigatory measures/corrective action to ensure improved performance and to facilitate service delivery is being implemented.

Finally, I wish to express my sincere appreciation to all Councilors and Municipal Officials for their dedication and commitment to service delivery, to the residents of Harry Gwala, demonstrated over the review period. This 2023/24 Mid-term Budget and Performance Report will underpin Management's efforts towards expanded, accelerated and improved service delivery, thereby improving our residents' quality of life and transforming our area for the better.

MR GM SINEKE

MUNICIPAL MANAGER


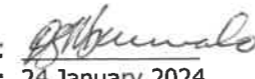


From the Office of the Municipal Manager

8. MUNICIPAL MANAGER'S QUALITY ASSURANCE CERTIFICATE

I, The Municipal Manager of Harry Gwala District Municipality, hereby certify that the 2023/24 Mid-term Budget & Performance Assessment report and supporting documentation have been prepared in accordance with the Municipal Finance Management Act and the regulations made under the Act, and that the Performance Assessment has been done properly to ensure that is a true reflection of what has taken place with effect from 01 July 2023 to 31 December 2023 and is consistent with the Integrated Development Plan, Budget and SDBIP of the municipality.

This report has been submitted to the Mayor through the Executive Committee meeting held on the 16/01/2024 as required by the Municipal Finance Management Act, Section 72(b) as well as Council that set on the 24th January 2024.

Submitted by: Print Name : Mr G.M. Sineke Municipal Manager of Harry Gwala District Municipality (DC 43) Signature :  Date : 24 January 2024	Received by: Print Name : Cllr Z.D. Nxumalo The Mayor of Harry Gwala District Municipality (DC 43) Signature :  Date : 24 January 2024
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