

CONSIDERATION OF KEY PERFORMANCE INDICATORS **IN THE DEVELOPMENT OF THE ANNUAL REPORT**

The following is the list of indicators that were agreed upon and on how the performance information should be populated: -

Chapter: Organisational Transformation and Institutional Development –KPA 1

Annual performance as per key performance indicators in municipal transformation and organizational development

	Indicator name	Total number of people (planned for) during the year under review	Achievement level during the year under review	Achievement percentage during the year	Comments on the gap
1	Vacancy rate for all approved and budgeted posts;	46	16	34.78%	30 vacancies
2	Percentage of appointment in strategic positions (Municipal Manager and Section 57 Managers)	6	5	83.33%	One vacancy
3	Percentage of Section 57 Managers including Municipal Managers who attended at least 1 skill development training course within the FY	3	3	100%	N/A
4	Percentage of Managers in Technical Services with a professional qualification	3	3	100%	N/A
5	Level of PMS effectiveness in the DM – (DM to report)	<p>The District Municipality to report to COGTA</p> <p>During 2022/2023 financial year employees, One hundred and ninety - six (196) municipal employees between TG 14 and 05 out of two hundred and sixteen (216) employees have concluded and submitted the performance plans for 2022/23 FY and 24 managers concluded their performance plans and agreements including the section 57 managers (six section 57 managers' contract were concluded and sent to CoGTA and eighteen (18) Middle Managers signed performance agreements during the 2022/2023 financial year).</p>			
6	Level of effectiveness of PMS in the LM – (LM to report)				

	Indicator name	Total number of people (planned for) during the year under review	Achievement level during the year under review	Achievement percentage during the year	Comments on the gap
		There were One hundred and sixty (160) employees who were assessed for 2022 – 23 annual performance assessments with a remainder of fifty – three (53) employees.			
7	Percentage of staff that have undergone a skills audit (including competency profiles) within the current 5 year term	330	119	36%	Budget constraints
8	Percentage of councillors who attended a skill development training within the current 5 year term	54	54	100%	N/A
9	Percentage of staff complement with disability	330	04	1.2%	Persons with disability barely apply for vacancies
10	Percentage of female employees	162	137	84%	N/A
11	Percentage of employees that are aged 35 or younger	51	51	100%	N/A
12	Adoption and implementation of a HRD including Workplace Skills Plan	155	119	77%	N/A

Chapter: Basic Service delivery performance highlights (KPA 2)

Annual performance as per key performance indicators in **water services (DISTRICT FUNCTION)**

	Indicator name	Total number of household/customer expected to benefit	Estimated backlogs (actual numbers)	Target set for the FY under review (actual numbers)	Number of HH/customer reached during the FY	Percentage of achievement during the year
1	Percentage of households with access to potable water	N/A	N/A	N/A	N/A	N/A
2	Percentage of indigent households with access to free basic potable water	N/A	N/A	N/A	N/A	N/A

Annual performance as per key performance indicators in Electricity services

	Indicator name	Total number of household/customer expected to benefit	Estimated backlogs (actual numbers)	Target set for the f. year under review (actual numbers)	Number of HH/customer reached during the FY	Percentage of achievement during the year

1	Percentage of households with access to electricity services	1700	3500	1600	1912	119,5%
2	Percentage of indigent households with access to basic electricity services	2482	4500	3330	2482	75%
3	Percentage of indigent households with access to free alternative energy sources	11854	12000	9665	11854	122.6%

Annual performance as per key performance indicators in sanitation services (DISTRICT FUNCTION)

	Indicator name	Total number of household/customer expected to benefit	Estimated backlogs (actual numbers)	Target set for the f. year under review	Number of HH/customer reached	Percentage of achievement during the year
1	Percentage of households with access to sanitation services	N/A	N/A	N/A	N/A	N/A
2	Percentage of indigent households with access to free basic sanitation services	N/A	N/A	N/A	N/A	N/A

Annual performance as per key performance indicators in road maintenance services

	Indicator name	Total number of household/customer expected to benefit	Estimated backlogs (actual numbers)	Target set for the f. year under review (Actual KMs)	Kms achieved during the FY	Percentage of achievement during the year
1	Percentage of households without access to gravel or graded roads	56 872H/H	232,83km	160,9km	107,3km	66,69%
2	Percentage of road infrastructure requiring upgrade	56 872H/H	684,7km	5km	5,2km	100%
3	Percentage of planned new road infrastructure actually constructed	56 872H/H	214,73km for gravel road/ 684,7km for surfaced roads	25km	40,5km	162%
4	Percentage of capital budget reserved for road upgrading and maintenance effectively used.	56 872H/H	R37 171,01	R31 200 000	R31 238 459,81	100%

Annual performance as per key performance indicators in waste management services

	Indicator name	Total number of household/customer expected to benefit	Estimated backlogs (actual numbers)	Target set for the f. year under review	Number of HH/customer reached	Percentage of achievement during the year
1	Percentage of households with access to refuse removal services	56 872	48 144	8728	8728 (collection done in urban areas in wards 1,19,20 & 26 and Three (3) rural wards 2,6, 10 & 25 through transfer stations).	15%
2	Existence of waste management plan	Matatiele LM has an adopted IWMP which has not been endorsed. It is currently going through the last processes of comments (by DEDEAT) before it can be submitted to the MEC.				

Annual performance as per key performance indicators in housing and town planning services

	Indicator name	Total number of household/customer expected to benefit	Estimated backlogs (Actual numbers)	Target set for the f. year under review	Number of HH/customer reached	Percentage of achievement during the year
1	Percentage of households living in informal settlements	0	0	0	0	0
2	Percentage of informal settlements that have been provided with basic services	0	0	0	0	0
3	Existence of an effective indigent policy	The municipality implements a reviewed and approved indigent policy. The municipality, amongst others, subsidizes the following services: Rates and refuse, Electricity (Municipality and ESKOM), Alternative energy (currently Solar maintenance and supply and delivery of gas stoves and gas cylinders). The estimated number of beneficiaries to be provided with free basic services is 14 000, the estimated backlogs is 18830. Target set for the financial year is 14 000 and reached 15 256 beneficiaries with a 110.9% achievement.				
4	Existence of an approved SDF	SDF is existing, it was reviewed and was approved by the Council in May, 2019- CR-933/29/10/2019				
5	Existence of Land Use Management System (LUMS)	LUMS, was gazetted on the 6 th of March 2023.				

CHAPTER: MUNICIPAL LOCAL ECONOMIC DEVELOPMENT FRAMEWORK- (KPA 3)

Annual performance as per key performance indicators in LED

	Indicator name	Target set for the year	Achievement level during the year (absolute figure)	Achievement percentage during the year
1	Existence of LED unit		Yes it does exist	
2	Percentage of LED Budget spent on LED related activities.	R12 981 000,00	R13 490 723.85	103,93%
3	Existence of LED strategy	<p>There is an LED strategy that was developed in 2019, with aim to archive the following objectives</p> <ul style="list-style-type: none"> To undertake a detailed economic analysis so as to enable identification of appropriate interventions that will lead to economic development of the area. To formulate an implementable LED Strategic framework to guide the promotion and support of sustainable economic development within Matatiele Local Municipality. Improve coordination of economic development planning and implementation across government and between government and non-governmental actors. Identify needs and gaps in enterprise support and business infrastructure in Matatiele, Explore incentives that the municipality can provide to existing businesses to grow their operations and create more jobs within the municipality. Identify ways to attract and promote inward investment to Matatiele. Identify approaches to support SMME development and regulation of informal trading. To create a database of projects within the municipality including those being implemented, economic opportunities and future potential projects. <p>The secondary objectives of the revised strategy are:</p> <ul style="list-style-type: none"> To identify and promote opportunities for BB-BEE. To promote the principle of Batho Pele. 		
4	Number of LED stakeholder forum meetings held	4 meetings	4 meetings	100%
5	Plans to stimulate second economy	Reviewable of the LED Strategy to address second economy challenges	1	10%
6	Percentage of SMME that have benefited from a SMME support program	100	60	60%
7	Number of job opportunities created through EPWP	500	676	135,2%
8	Number of job opportunities created through PPP	0	0	0

Chapter: MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT (KPA 4)

Annual performance as per key performance indicators in financial viability

	Indicator name	
1	Status of the audit outcome	The Municipality received an Unqualified Audit opinion with matters of emphasis.

2	Submission of AFS after the end of financial year	The Annual Financial Statement was submitted on the 31 ST August 2023.		
		Target set for Capital Budget (R000)	Achievement level during the year R(000)Amount spent against capital budget (R000)	Percentage spent on capital budget during the year vs the actual revenue
3	Percentage of expenditure of capital budget	177 305 980.00	137 637 874.00	78%
		Operational budget R000 for the year under review	Amount spent on employee related costs & councillor remuneration (expenditure on salaries budget) against operational budget	Achievement percentage during the year
4	Percentage of salary budget as of the total operational budget	R 612 547 719.00	R 171 980 536.00	28%
		Target set for the year (own revenue) R(000)	Achievement level Trade creditors during the year R(000)	Achievement percentage during the year
5	Total municipal trade creditors	80% payment of creditors within 30 days	3 762	95%
		Target set (actual total budget) in the year under review	Achievement level (own revenue) in the year under review	Achievement percentage during the year
6	Total municipal own revenue as a percentage of the total actual budget	R 184 525 126.20	R 163 803 136	89%
		Indicate previous financial year' s municipal debtors	Indicate municipal debtors for the year under review	Achievement percentage (reduction rate)
7	Rate of municipal consumer debtors' reduction	R 200 115 100.23	R 218 618 286.86	+9%
		Indicate MIG budget for the year under review	Indicate actual expenditure on MIG budget	Achievement percentage
8	Percentage of MIG budget appropriately spent	R 62 064 672.00	R 62 064 672	100%
9	Municipalities with functional Audit Committee	The Municipality does have a fully functional Audit committee with five member including the chair person. The committee sit on a quarterly basis as per the Municipality year planner. All members have a 3-year contract as suggested by MFMA circular 65.		

Chapter: GOOD GOVERNANCE AND PUBLIC PARTICIPATION- (KPA 5)

No	Indicator name	Target set for the year	Achievement level during the year (absolute figure)	Achievement percentage during the year
1	% of ward committees established	100%	270	100%
2	% of ward committees that are functional	100%	270	100%
3	Existence of an effective system to monitor CDWs	In accordance with a signed Memorandum of an Understanding between the municipality and CoGTA, the municipality developed a policy on the operations of CDWs to regulate a space and maintain relations between the municipality and CDWs. The municipality is currently experiencing a vacancy of 8 CDWs in various wards. CDWs are involved in Public Participation programmes such as Public Education programmes and services on wheels coordinated by the municipality.		
4	Existence of an IGR strategy	The IGR terms of references were adopted by council on 31 July 2013: CR 421/31/07/2013		
5	Effective of IGR structural meetings	<p>IGR meetings are convened quarterly.</p> <p>Special meetings are also convened as per the need.</p> <p>The Mayor chairs the Forum with the Municipal Manager offering technical support.</p> <p>Executive committee members do participate in the forum including sector departments, agencies and government parastatals.</p> <p>The guiding principle behind the existence of the Matatiele Local Municipality IGR Framework and structure is to facilitate effective co-operation between Matatiele Local Municipality, sector departments, private sector, parastatals and other interest groups located in the space of the municipality. Its main aim is to enhance integrated development and to consider various priorities programmes and projects in the area.</p> <p>This structure is also aligned to the recently launched District Development Model. The DDM methodology seeks to address better planning and integration within government and between government and social partners, with a view to enabling inclusive growth and development.</p> <p>President Cyril Ramaphosa launched the DDM approach in 2019 to facilitate cooperative governance through sound intergovernmental planning, budgeting, implementation and monitoring.</p> <p>The Constitution of the Republic binds all spheres and organs of state to be guided by some of the listed hereunder critical principles:</p> <ul style="list-style-type: none"> • Working Co-operatively: <p>The Intergovernmental Relations Framework Act provide ways for local government, national and provincial government to work together effectively to interpret national priorities. The aim is to find strategic consensus when planning g activities. IGR is about relations between democratically elected governments, its sector partners and the affected partners.</p> <ul style="list-style-type: none"> • Distinctive governments: <p>This implies that all spheres must be committed in ensuring service delivery reaches its intended communities of Matatiele Local Municipality residence.</p> <ul style="list-style-type: none"> • Effective and efficient government: <p>The IGR structure should be at the forefront to ensure maximum utilisation available resources for the betterment of local communities.</p> <p>Therefore, the establishment and development of this IGR structure is aimed at fostering coordination and co-operation between Matatiele Local Municipality, Sector Departments and other partners embroiled in development that are falling under our jurisdiction.</p> <p>It fosters a practical intergovernmental relations mechanism to plan, budget and implement jointly in order to provide a coherent government for the people of Matatiele; (solve silo's, duplication and fragmentation) maximise impact and align plans and resources at our disposal through the development.</p>		

No	Indicator name	Target set for the year	Achievement level during the year (absolute figure)	Achievement percentage during the year
6	Existence of an effective communication strategy	The 2022-2026 communication strategy and action plan was adopted by council on the 28 th of April 2022. The 2020/2021 Communication Strategy Action Plan reviewal session 30 September 2020 at Matatiele Town Hall.		
7	Number of mayoral imbizos conducted	Host 2 Mayoral Imbizo by 30 June 2023.	9	450%
8	Existence of a fraud prevention mechanism	Fraud Prevention plan is in place and was adopted by council.		