PERFORMANCE PLAN

2025/26

CHIEF FINANCIAL OFFICER

Ms Fikile Veronica Mareka

Metsimaholo Local Municipality

This plan defines the Council's expectations of the Chief Financial Officer in accordance with the Chief Financial Officer's performance agreement to which this document is attached and Section 57 (5) of the Municipal Systems Act which provides that performance objectives and targets must be based on the key performance indicators set out from time to time in the Municipality's Integrated Development Plan (IDP).

The following Municipal Key Performance Areas, Programmes and Objectives as per the approved IDP and SDBIP will inform the **Chief Financial Officer's** performance against set performance indicators.

KPA no.	Key Performance Area	Weight	Programme/Priority Area
1	Basic Service Delivery and Infrastructure Development	**10**	➢ Water ➢ Sanitation and Wastewater ➢ Electricity and Energy ➢ Roads and Storm Water ➢ Project Management ➢ Waste Management ➢ Parks and Recreational Facilities ➢ Disaster Management ➢ Fire Services ➢ Traffic Management ➢ By laws enforcement
2	Local Economic Development	**5**	➢ Local Economic Development ➢ Housing and Human Settlement ➢ Town Planning ➢ Tourism
3	Financial Viability and Management	**70**	➢ Income/Revenue Management ➢ Budget and Financial Statements ➢ Asset Management ➢ Expenditure Management ➢ Supply chain Management
4	Municipal Transformation and Institutional Development	**5**	➢ Institutional Development ➢ Human Resources Development ➢ Occupational Health and Safety ➢ Labour Relations ➢ Records Management Services

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			➢ Legal Services
5	Good Governance and Public Participation	10	➢ Special Programmes ➢ Youth Development ➢ Leadership and Council Oversight ➢ Public Participation ➢ Council Management (Whippery) ➢ Council Support ➢ Integrated Development Planning ➢ Performance Management ➢ Internal Audit ➢ Compliance ➢ Risk Management ➢ Information and Communications and Technology ➢ Communications ➢ Unit Management ➢ Security Management

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2024/2025 ANNUAL BUDGET AND PERFORMANCE ASSESSMENT REPORT FROM JULY 2025 TO JUNE 2026												
OFFICE/ DIRECTORATE: FINANCE												
KEY PEFORMANCE AREA (KPA 3): FINANCIAL VIABILITY AND MANAGEMENT												
PERFORMANCE OBJECTIVES AND INDICATORS						**PERFORMANCE TARGETS**						
							QUARTERLY TARGETS					
Strategic Objective	**Strategy**	**Key Performance Indicator**	**REF No. (IDP/SDBIP)**	**5-year target**	**Baseline (2023/24 Actual Audited result)**	**Annual Target 2025/26**	**Quarter 1**	**Quarter 2**	**Quarter 3**	**Quarter 4**	**Explanation of Target**	**Portfolio of Evidence**
PRIORITY AREA/PROGRAMME: INCOME/REVENUE MANAGEMENT												
To improve Municipality's financial planning, revere collection, expenditure and reporting capability	Coordination of Revenue Enhancement	Revenue enhancement strategy developed, annually reviewed and submitted for council approval		Develop Revenue Enhancement Strategy, annually review the strategy and submit it for council approval. Development	No RES Developed	Review Revenue Enhancement Strategy and submit to Council for approval by 30 June 2026	-	-	Submission of Draft Reviewed Revenue Enhancement Strategy to Administration by 7 Mach 2026 for processing to serve in Council	Approval of Reviewed Revenue Enhancement Strategy by Council, 30 June 2026	Q3: Submission of Reviewed Revenue Enhancement Strategy to Administration by 7 March 2026 to allow for processing in various Committees prior tabling in Council by 31 March 2026 together with Draft Budget as part of Draft Financial Policies Q4: Approval of Reviewed Revenue Enhancement Strategy by Council by 30 June 2026	Q3: Draft Reviewed Revenue Enhancement Strategy and proof of submission to Administration for processing (Copy of submission e-mail/Register book no later than 07 March 2026), Council Resolution Q4: Approved Reviewed Revenue Enhancement Strategy (signed by MM) and Council Resolution
To improve Municipality's financial planning,	Coordination of Revenue Enhancement	% of implementation Revenue Enhancement Strategy Plan		100% of implementation of Revenue	New KPI	100% of implementation of Revenue Enhancement	100% of implementation of Revenue Enhancement	100% of implementation of Revenue Enhancement	100% of implementation of Revenue Enhancement	100% of implementation of Revenue Enhancement	Q1 to Q4: maintain 100% implementatio	Progress report on implementation and proof of

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revere collection, expenditure and reporting capability				Enhancement Strategy Plan		Strategy Plan by 30 June 2026	Strategy Plan targets for the quarter	Strategy Plan targets for the quarter	Strategy Plan targets for the quarter	Strategy Plan targets for the quarter	n of RES targets for the quarter as per RES Plan	submission to Administration for processing (Copy of submission e-mail/Register book no later than 07 days after the end of the quarter)
To improve Municipality's financial planning, revere collection, expenditure and reporting capability	Coordination of the review of Indigent Register	Review of Indigent Policy and approved by Council		Review of Indigent Policy and approved by Council	1 Indigent policy reviewed and approved	Review of Indigent Policy and approved by Council by 30 June 2026	-	-	Submission of Draft Reviewed Indigent Policy to Administration by 7 Mach 2026 for processing to serve in Council	Approval of Reviewed Indigent Policy by Council, 30 June 2026	Q3: Submission of Reviewed Indigent Policy to Administration by 7 March 2026 to allow for processing in various Committees prior tabling in Council by 31 March 2026 together with Draft Budget as part of Draft Financial Policies Q4: Approval of Reviewed Indigent Policy by Council by 30 June 2026	Q3: Draft Reviewed Indigent Policy and proof of submission to Administration for processing (Copy of submission e-mail/Register book no later than 07 March 2026), Council Resolution Q4: Approved Reviewed Indigent Policy (signed by MM) and Council Resolution
To improve Municipality's financial planning, revere collection, expenditure and reporting capability	Coordination of revenue collection	% in improved annual consumer debtors' revenue collection rate		91 % in improved annual consumer debtors' revenue collection rate	New KPI	85% in improved annual consumer debtors' revenue collection rate by 30 June 2026	85% improved annual consumer debtors' revenue collection rate at the end of the quarter	85% improved annual consumer debtors' revenue collection rate at the end of the quarter	85% improved annual consumer debtors' revenue collection rate at the end of the quarter	85% improved annual consumer debtors' revenue collection rate at the end of the quarter	Q1 to Q4: Maintain 85% improved annual consumer debtors' revenue collection rate at the end of each quarter	Schedule C report

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To improve Municipality's financial planning, revere collection, expenditure and reporting capability	Coordination and facilitation of Indigents registration	Number of Indigent Awareness & registration campaigns conducted		10 Indigent Awareness & registration campaigns conducted	1 Indigent Awareness & registration campaigns conducted 14-27 February 2024	1 Indigent Awareness & registration campaigns conducted by 30 June 2026	-	-	-	1 Indigent Awareness & Registration Campaign conducted in various Wards in the municipality by 30 June 2026	Q4: Conduct Indigent Awareness & Registration Campaigns throughout all municipal Wards by 30 June 2026	Campaign schedule, Notice/Invite, Attendance Registers, Report and proof of submission to Administration for processing (Copy of submission e-mail/Register book no later than 10 days after the end of the quarter)
To improve Municipality's financial planning, revere collection, expenditure and reporting capability	Coordination of the updating of Indigent Register	Quarterly review and Updating of Indigent Register		Updating of Indigent Register.	New KPI	Updating of Indigent Register as per received applications quarterly by 30 June 2026	100% Updating of Indigent Register as per received applications during the quarter by 30 September 2025	100% Updating of Indigent Register as per received applications during the quarter by 31 December 2025	100% Updating of Indigent Register as per received applications during the quarter by 31 March 2026	100% Updating of Indigent Register as per received applications received during the quarter by 30 June 2026	Q1 to Q4: 100% Updating of Indigent Register quarterly as per received applications during the quarter	Updated Indigent Register clearly highlighting updated information and applicants register for submission of applications, Report and proof of submission to Administration for processing (Copy of submission e-mail/Register book no later than 07 days after the end of the quarter)
To improve Municipality's financial planning, revere collection, expenditure and reporting capability	Facilitation of Bad Debt incurred and written off	% of Bad Debt (irrecoverable) incurred and written off		% of allowable Bad Debt (irremovable) incurred and written off Annually	New KPI	% of allowable Bad Debt (irremovable) incurred and written off by 30 June 2026	-	-	Status Report on bad debt incurred and to be written off	5% of allowable Bad Debt (irremovable) incurred and written off by Council by 30 June 2026	Q3 - Status Report on bad debt incurred and proposal to be written-off by council submitted to Administration for processing to Council Q4 - Report	Q3: Status Report on bad debt incurred and to be written-off and proof of submission to Administration for processing (Copy of submission e-mail/Register

											on 5% of allowable Bad Debt (irremovable) incurred and written off by Council by 30 June 2026	book no later than 10 days after the end of the quarter) Q4 - Report to Council and Council Resolution
To improve Municipality's financial planning, revere collection, expenditure and reporting capability	Compilation of supplementary valuation roll	Number of valuation roll compiled and approved by Council		5 valuation rolls compiled and approved by Council	N/A	1 valuation roll compiled and approved by Council by 31 January 2026	Quarterly report on Supplementary Valuation Roll	Quarterly report on Supplementary Valuation Roll	Quarterly report on Supplementary Valuation Roll 1 valuation roll compiled and submitted to Council by 31 January 2026	Quarterly report on Supplementary Valuation Roll	Q1-Q4: Quarterly report on Supplementary Valuation Roll updated during the quarter Q3: Compilation of new 5-year Valuation Roll and approve in Council by 31 January 2026	Q1-Q4: Quarterly Report on Supplementary Valuation Roll and proof of submission to Administration for processing (Copy of submission e-mail/Register book no later than 10 days after the end of the quarter) Q3: Valuation Roll, Report on Valuation Roll, and Council Resolution
PRIORITY AREA/PROGRAMME: BUDGET AND STATEMENTS												
To improve Municipality's financial planning, revere collection, expenditure and reporting capability	Facilitation and Coordination of compilation of Annual Budget	mSCOA compliant Annual Budget prepared and approved by Council		mSCOA compliant Annual Budget prepared and approved by Council	1 mSCOA compliant Adjusted Annual Budget prepared and approved by Council 28 May 2024	mSCOA compliant Adjusted Annual Budget prepared and approved by Council by 28 February 2026	-	-	2025/26 Adjusted budget tabled in Council by 28 February 2026 and submitted to Treasury as legislated	Final Draft 2025/26 Budget tabled to Council for approval by 31 May 2026	Q3 - 2025/26 Adjusted budget tabled to council by 28 February 2026 and submission to National Treasury and Provincial Treasury	Approved 2025/26 Adjusted Budget, Council Resolution, and proof of submission to National Treasury and Provincial Treasury
To improve Municipality's financial planning, revere	Facilitation and Coordination of compilation	mSCOA compliant Annual Budget prepared and approved by Council		mSCOA compliant Annual Budget prepared and	1 mSCOA compliant Annual Budget prepared	mSCOA compliant Annual Budget prepared and	-	-	Draft 2026/27 Budget developed and tabled in Council by 31	Final Draft 2025/26 Budget tabled to Council for	Q3 - Draft 2026/27 Budget tabled in Council by 31 March	Q3 - Approved 2025/26 Adjusted budget and proof of submission to

collection, expenditure and reporting capability	of Annual Budget			approved by Council	and approved by Council 31 May 2024	approved by Council by 30 June 2026			March 2026 and submitted to Treasury as legislated	approval by 31 May 2026	2026 and submission to National Treasury and Provincial Treasury Q4 - Final 2026/27 Budget tabled in Council by 31 May 2026 and submitted to National Treasury and Provincial Treasury	NT and PT Council Resolution Q3 - Approved Draft 2026/27 Budget and proof of submission to NT and PT Council Resolution Q4 - Approved 2026/27 Budget, Council Resolution, and proof of submission to National Treasury and Provincial Treasury
To improve Municipality's financial planning, revere collection, expenditure and reporting capability	Coordination and facilitation of compilation and submission Section 71 reports and submitted to Treasury	Number of Section 71 reports compiled and submitted to Treasury within 10 working days after as per MFMA		60 Section 71 reports compiled and submitted to Treasury within 10 working days after as per MFMA	12 reports submitted	12 Section 71 reports compiled and submitted to Treasury within 10 working days after month end as per MFMA by 30 June 2026	3 Section 71 reports compiled and submitted to Treasury within 10 working days after month end as per MFMA	3 Section 71 reports compiled and submitted to Treasury within 10 working days after month end as per MFMA	3 Section 71 reports compiled and submitted to Treasury within 10 working days after month end as per MFMA	3 Section 71 reports compiled and submitted to Treasury within 10 working days after month end as per MFMA	Q1 to Q4 - 12 Section 71 reports compiled and submitted to Treasury within 10 working days after month end as per MFMA by 30 June 2026	Section 71 Report and proof of submission to NT and PT Report to Council and Council Resolution
To improve Municipality's financial planning, revere collection, expenditure and reporting capability	Coordination and facilitation of submission Section 72 reports	Number of Section 72 reports submitted to the Executive Mayor & Treasury by the 25th of January, submitted to Council on or before the 31st of January		5 Section 72 reports submitted to the Executive Mayor & Treasury by the 25th of January, submitted to Council on or before the 31st of January	s72 submitted to Treasury 25 January 2024 and served in Council 31 January 2024	1 Section 72 report submitted to the Executive Mayor & Treasury by the 25th of January, submitted to Council on or before the 31st of January 2026	-	-	1 Section 72 report submitted to the Executive Mayor & Treasury by the 25th of January, submitted to Council on or before the 31st of January 2026	-	Q3 - 1 Section 72 reports submitted to the Executive Mayor & Treasury by the 25th of January, submitted to Council on or before the 31st of January 2026	Section 71 Report and proof of submission to Executive Mayor, NT and PT Report to Council and Council Resolution

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		Compile and submit cost containment report quarterly to the CFO		20 Compiled and submitted cost containment report quarterly to Senior Management	New KPI	4 Cost Containment reports submitted to Senior management	1 Cost Containment reports submitted to Administration	1 Cost Containment reports submitted to Administration	1 Cost Containment reports submitted to Administration	1 Cost Containment reports submitted to Administration	Q1 - Q4: 1 Cost Containment report submitted to Administration quarterly for processing	Q1 - Q4: Cost Containment Report and proof of submission to Administration (Copy of submission e-mail/Register book within 10 days after the end of the quarter)
To improve Municipality's financial planning, revere collection, expenditure and reporting capability	Coordination of submission of AFS to AG	Number AFS Compiled and submitted to AG by end of August		5 AFS Compiled and submitted to AG annually by end of August	AFS Complied and submitted to AG 31 August 2023	AFS Compiled and submitted to AG by 31 August 2025	AFS Compiled and submitted to AG by 31 August 2025	-	-	-	Q1 - AFS Compiled and submitted to AG	Compiled AFS and Proof of submission to AG
To improve Municipality's financial planning, revere collection, expenditure and reporting capability	Coordination of addressing the AGs Findings	Number Audit Action Plan developed by 15 January annually and submitted to Council for approval by 30 January annually		5 Audit Action Plan developed Annually	1 Audit Action Plan included in Annual Report tabled 31 January 2024	Audit Action Plan developed by 15 January annually and submitted to Council for approval by 31 January annually	Progress Report on Implementation of 2023/24 FY Audit Action Plan	-	2024/25 FY Audit Action Plan tabled in Council by 31 January 2026 Progress Report on Implementation of 2023/24 FY Audit Action Plan	Progress Report on Implementation of 2023/24 FY Audit Action Plan	Q1 - Implementation of 2023/24 FY Audit Action Plan through the FMCMM portal Q3 - 2024/25 FY Audit Action Plan tabled in Council Q3 - Q4: Q1 - Implementation of 2024/25 FY Audit Action Plan through the FMCMM portal	Q1 - 2023/24 FY FMCMM Report Q3 - 2024/25 FY Audit Action Plan submitted to Council and Council Resolution Q3-Q4: 2024/25 FMCMM Report
		Submission of electricity application to		5 Submissions of electricity application to	New KPI	Submission of electricity application to	-	Submission of electricity applications submitted to	Draft Electricity Tariffs tabled in Council for	Electricity Tariffs tabled in Council together with	Q2: Submission of electricity application to	Q2: Proof of submission, Acknowledgeme nt of receipt from

		NERSA annually by 31 October		NERSA annually by 31 October		NERSA by 31 October 2025		NERSA by 31 October 2025	public participation by 31 March 2026	the budget for approval by 30 June 2026	NERSA on/before the closing date of 31 October 2025 Q3: Report on Draft Electricity Tariffs tabled in Council Q4: Final Electricity Tariffs presented to Council together with the approval of 2026/27 Budget by 31 May 2026	NERSA and Electricity Tariff D-Forms Q3: Report on Draft Electricity Tariffs and Council Resolution and proof of submission Q4: Report on Approved Electricity Tariffs and Council Resolution
PRIORITY AREA/PROGRAMME: ASSET MANAGEMENT												
To improve Municipality' s financial planning, revere collection, expenditure and reporting capability	Facilitation of proper valuation, safeguarding, optimization and disposal of municipal assets	Asset Management Policy reviewed and submitted to Council for approval		Asset Management Policy developed and submitted to Council for approval	1 Asset Management Policy developed and approved by Council	Asset Management Policy Reviewed and submitted to Council for approval by 30 June 2026	-	-	Submission of Draft Reviewed Revenue Enhancement Strategy to Administration by 7 Mach 2026 for processing to serve in Council	Approval of Reviewed Revenue Enhancement Strategy by Council, 30 June 2026	Q3: Submission of Reviewed Revenue Enhancement Strategy to Administration by 7 March 2026 to allow for processing in various Committees prior tabling in Council by 31 March 2026 together with Draft Budget as part of Draft Financial Policies Q4: Approval of Reviewed Revenue	Q3: Draft Reviewed Revenue Enhancement Strategy and proof of submission to Administration (Copy of submission e-mail/Register book no later than 07 March 2026), Council Resolution Q4: Approved Reviewed Revenue Enhancement Strategy (signed by MM) and Council Resolution

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											Enhancement Strategy by Council by 30 June 2026	
To improve Municipality's financial planning, revere collection, expenditure and reporting capability	Coordination and Facilitation of updating of fixed Asset Register	Updating off Fixed Asset Register annually		100% updated of Fixed Asset Register Annually	0% Asset Register updated with movements.	100% updated GRAP compliant Asset Register with movements highlighted by 30 June 2026	-	-	-	100% updated GRAP compliant Asset Register with movements highlighted by 30 June 2026	Q4 - Report on updated Fixed Asset register with movements Compiled GRAP compliant Fixed Asset Register	Q4 - Updated Fixed Asset register with movements
To improve Municipality's financial planning, revere collection, expenditure and reporting capability	Coordination and Facilitation of updating of fixed Asset Register	Quarterly Asset Verification Report submitted to Senior Management		12 Asset Verification Report submitted to council	New KPI	4 Asset Verification Reports tabled in Council by 30 June 2026	1 Asset Verification Report submitted to Administration by 30 September 2025	1 Asset Verification Report submitted to Administration by 31 December 2025	1 Asset Verification Report submitted to Administration by 31 March 2026	1 Asset Verification Report submitted to Administration by 30 June 2026	Q1 to Q4: Quarterly Asset Verification Report submitted to Administration for processing to Council	Quarterly Asset Verification Report and proof of submission to Administration (Copy of submission e-mail/Register book within 10 days after the end of the quarter)
To improve Municipality's financial planning, revere collection, expenditure and reporting capability	Coordination and Facilitation of updating of fixed Asset Register	Quarterly Assets report submitted		Assets Management report	New KPI	4 Assets Management report tabled in Council by 30 June 2026	1 Assets Management report submitted to Administration by 30 September 2025	1 Assets Management report submitted to Administration by 31 December 2025	1 Assets Management report submitted to Administration by 31 March 2026	1 Assets Management report submitted to Administration by 30 June 2026	Q1 to Q4: 1 Assets Management report submitted to Administration for processing	Q1 to Q4: Asset Management Report and proof of submission to Administration (Copy of submission e-mail/Register book within 10 days after the end of the quarter)
PRIORITY AREA/PROGRAMME:EXPENDITURE MANAGEMENT												
To improve Municipality's financial planning, revere collection, expenditure	Facilitation of creditors payment	% of creditors paid within 30 days of receipt of the invoice		100% of creditors paid within 30 days of receipt of the invoice	71% creditors paid within 30 days of receipt of the invoice	100% of creditors paid within 30 days of receipt of the invoice by 30 June 2026	100% of creditors paid within 30 days of receipt of the invoice	100% of creditors paid within 30 days of receipt of the invoice	100% of creditors paid within 30 days of receipt of the invoice	100% of creditors paid within 30 days of receipt of the invoice	Q1 to Q4: 100% of creditors paid within 30 days of receipt of the invoice	Q1-Q4: Expenditure Report

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and reporting capability												
		Report on bank and investments, aligned to the general ledger		Reports on bank and investments aligned to the general ledger	New KPI	4 Reports on bank and investments aligned to the general ledger	1 Quarterly report on bank and investments aligned to the general ledger	1 Quarterly report on bank and investments aligned to the general ledger	1 Quarterly report on bank and investments aligned to the general ledger	1 Quarterly report on bank and investments aligned to the general ledger	Q1 to Q4: Quarterly Report on bank and investments aligned to the general ledger	Signed report by CFO on bank and investments aligned to the general ledger and proof of submission to Administration (Copy of submission e-mail/Register book no later than 10 days after the end of the quarter)
		Report on reconciliation aligned to the general ledger		Reports on grants reconciliation aligned to the general ledger		4 Reports on grants reconciliation aligned to the general ledger	1 Report on grants reconciliation aligned to the general ledger	1 Report on grants reconciliation aligned to the general ledger	1 Report on grants reconciliation aligned to the general ledger	1 Report on grants reconciliation aligned to the general ledger	Q1 to Q4: Quarterly Report on grants reconciliation aligned to the general ledger	Signed report by CFO on grants reconciliation aligned to the general ledger and proof of submission to Administration (Copy of submission e-mail/Register book no later than 10 days after the end of the quarter)
		Report on fruitless and wasteful expenditure incurred submitted to Council quarterly		Report on fruitless and wasteful expenditure	New KPI	4 Quarterly reports on fruitless and wasteful expenditure incurred submitted to Council by 30 June 2026	1 Quarterly report on fruitless and wasteful expenditure incurred submitted to Council by 30 September 2025	1 Quarterly report on fruitless and wasteful expenditure incurred submitted to Council by 31 December 2025	1 Quarterly report on fruitless and wasteful expenditure incurred submitted to Council by 31 March 2026	1 Quarterly report on fruitless and wasteful expenditure incurred submitted to Council by 30 June 2026	Q1 to Q4 - 1 Report on fruitless and wasteful expenditure incurred submitted to Council quarterly	Report on fruitless and wasteful expenditure incurred and proof of submission to Administration (Copy of submission e-mail/Register book within 10 days after the end of the quarter) and

												Council Resolution
PRIORITY AREA/PROGRAMME: SUPPLY CHAIN MANAGEMENT												
To improve Municipality's financial planning, revere collection, expenditure and reporting capability	Coordination of the review of SCM Policy	Supply Chain Policy (SCM) Reviewed and submitted to Council for approval		Supply Chain Policy (SCM) Reviewed and submitted to Council for approval	1 Supply Chain Policy (SCM) reviewed and approved by Council	Supply Chain Policy (SCM) Reviewed and submitted to Council for approval by 30 June 2026	-	-	Submission of Draft Reviewed Supply Chain Policy (SCM) to Administration by 7 Mach 2026 for processing to serve in Council	Approval of Reviewed Supply Chain Policy (SCM) by Council, 30 June 2026	Q3: Submission of Reviewed Supply Chain Policy (SCM) to Administration by 7 March 2026 to allow for processing in various Committees prior tabling in Council by 31 March 2026 together with Draft Budget as part of Draft Financial Policies Q4: Approval of Reviewed Supply Chain Policy (SCM) by Council by 30 June 2026	Q3: Draft Reviewed Supply Chain Policy (SCM) and proof of submission to Administration (Copy of submission e-mail/Register book no later than 07 March 2026), Council Resolution Q4: Approved Reviewed Supply Chain Policy (SCM) (signed by MM) and Council Resolution
To improve Municipality's financial planning, revere collection, expenditure and reporting capability	Coordination and Facilitation of contract management	% of Contract/SLAs signed in line with tender regulation (within 30 days after receipt of acceptance letter)		100% of Contract/SLAs signed in line with tender regulation (within 30 days after receipt of acceptance letter)	0%	100% of Contract/SLAs signed in line with tender regulation (within 30 days after receipt of acceptance letter)	100% of Contract/SLAs signed in line with tender regulation (within 30 days after receipt of acceptance letter)	100% of Contract/SLAs signed in line with tender regulation (within 30 days after receipt of acceptance letter)	100% of Contract/SLAs signed in line with tender regulation (within 30 days after receipt of acceptance letter)	100% of Contract/SLAs signed in line with tender regulation (within 30 days after receipt of acceptance letter)	Q1 to Q4: Maintain 100% signing of Contract/SLAs signed in line with tender regulation (within 30 days after receipt of acceptance letter)	Q1 to Q4: Contract Management Register signed off by CFO and Signed SLA's
To improve Municipality's financial	Coordination and Facilitation of	Number of Institutional Procurement Plans		5 Procurement Plan compiled	0	2 Procurement Plan compiled	-	-	1 Institutional Adjusted 2025/26	Submission of Draft 2026/27 Procurement	Q3 - Adjusted 2025/26 Procurement	Q3 - Approved Adjusted 2025/26 PP

planning, revere collection, expenditure and reporting capability	the compilation of Procurement Plan	compiled and submitted to Treasury				Annually by 30 June 2026			Procurement Plan in line with Adjusted Budget developed and approved by MM within 14 days after approval of Adjustment Budget (Not for submission to Treasury)	Plan to Treasury by 30 May 2026 2026/27 Procurement Plan approved by MM and submitted to Treasury 14 days after approval of the budget	Plan in line with Adjusted Budget approved by MM within 14 days after approval of Adjusted Budget Q4 - 2026/27 Procurement Plan approved by MM and submitted to Council by 30 June 2026	Q4 - Approved 2026/27 PP Report to Council and Resolution Proof of submission to NT and PT
To improve Municipality's financial planning, revere collection, expenditure and reporting capability	Acquisition Management	% of tenders (>R300000) awarded within 90 days after closing date of the bid		100% of tenders (>R300 000) awarded within 90 days of advertisement	70,6% of tenders awarded within 90 days of advertisement	100% of tenders (>R300 000) awarded within 90 days of advertisement	100% of tenders (>R300 000) awarded within 90 days of advertisement	100% of tenders (>R300 000) awarded within 90 days of advertisement	100% of tenders (>R300 000) awarded within 90 days of advertisement	100% of tenders (>R300 000) awarded within 90 days of advertisement	Q1 - Q4: Maintain 100% of awarded tenders (>R300 000) within 90 days of advertisement	Q1-Q4: Tender Advert and appointment letter
To improve Municipality's financial planning, revere collection, expenditure and reporting capability	Facilitation of appointments adjudicated on successful bidders	% of Issuing of appointment letters to successful bidders for all categories of tenders / bids within 10 days after receiving the report of the Adjudication Committee		100% on appointment of successful bidders	11,8% Issuing of appointment letters to successful bidders	100% of Issued appointment letters to successful bidders for all categories of tenders / bids within 10 days after receiving the approved report from the Accounting Officer by 30 June 2026	100% of Issuing of appointment letters to successful bidders for all categories of tenders / bids within 10 days after receiving the report of the Accounting Officer	100% of Issuing of appointment letters to successful bidders for all categories of tenders / bids within 10 days after receiving the report of the Accounting Officer	100% of Issuing of appointment letters to successful bidders for all categories of tenders / bids within 10 days after receiving the report of the Accounting Officer	100% of Issuing of appointment letters to successful bidders for all categories of tenders / bids within 10 days after receiving the report of the Accounting Officer	Q1 toQ4 - 100% of Issuing of appointment letters to successful bidders for all categories of tenders / bids within 10 days after receiving the report of the Accounting Officer	Q1-Q4: Approved report by AO Appointment letters Receipt register of appointment letters by service providers
	Performance Evaluation on contracted services	% Departmental Reduction of irregular procurements incurred to avoid		Report on institutional irregular expenditure incurred	0%	4 Quarterly reports on institutional irregular expenditure	1 Quarterly report on institutional irregular expenditure	1 Quarterly report on institutional irregular expenditure	1 Quarterly report on institutional irregular expenditure	1 Quarterly report on institutional irregular expenditure	Q1 - Q4: 1 Quarterly report on institutional irregular	Q1 -Q4: Quarterly institutional report on irregular

		irregular expenditure on annual basis		submitted to Council quarterly		incurred submitted to Council quarterly by 30 June 2026	incurred submitted to Council quarterly by 30 September 2025	incurred submitted to Council quarterly by 31 December 2025	incurred submitted to Council quarterly by 31 March 2026	incurred submitted to Council quarterly by 30 June 2026	expenditure incurred submitted to Council quarterly	expenditure incurred submitted to Council and proof of submission to Administration (Copy of submission e-mail/Register book within 10 days after the end of the quarter) and Council Resolution
PRIORITY AREA/ PROGRAMME: DEPARTMENTAL												
Financial management	Facilitation of spending of allocated funds	% of OPEX Allocation/Budget spent		100 % of allocated OPEX Budget spending	91% OPEX Budget spent	100% of allocated OPEX Budget spent by 30 June 2026	20% of allocated OPEX Budget spent by 30 September 2025	50% of allocated OPEX Budget spent by 31 December 2025	75% of allocated OPEX Budget spent by 31 March 2026	100% of allocated OPEX Budget spent by 30 June 2026	Reports of allocated OPEX Budget spending reflecting cumulative expenditure Q1 - 20% Q2 - 50% Q3 - 75% Q4 - 100%	Q1 to Q4: Expenditure Report
Financial management	Facilitation of spending of allocated funds	% of CAPEX Allocation/ Budget spent		100 % of CAPEX allocated spending	11% CAPEX Budget spent	100% of allocated CAPEX Budget spent by 30 June 2026	20% of allocated CAPEX Budget spent by 30 September 2025	50% of allocated CAPEX Budget spent by 31 December 2025	75% of allocated CAPEX Budget spent by 31 March 2026	100% of allocated CAPEX Budget spent by 30 June 2026	Reports of allocated CAPEX Budget spending reflecting cumulative expenditure Q1 - 20% Q2 - 50% Q3 - 75% Q4 - 100%	Q1 to Q4: Expenditure Report
Demand Management Plan	Facilitation of procurement	Number of Procurement Plans compiled and submitted to SCM		4 Number of Procurement Plan compiled and submitted to SCM	1 Procurement Plan compiled and submitted	2 Procurement Plan compiled and submitted to SCM by 30 June 2026	-	-	1 Revised 2025/26 Procurement Plan in line with adjusted Budget and revised SDBIP	2026/27 Procurement Plan compiled and submitted to SCM within 7 days after approval of the Budget	Q3: 1 Revised 2025/26 Procurement Plan compiled and submitted to SCM	Q3: Signed-off revised 2025/26 Procurement Plan and proof of submission to SCM Q4: Signed-off

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									compiled and submitted to SCM within 7 days after approval of the Adjusted Budget		Q4: 2026/27 Procurement Plan compiled and submitted to SCM	2026/27 Procurement Plan and proof of submission to SCM
Contract Management	Performance Evaluation of all contracted services	100% of performance Evaluation on contracted services as per Contract Management s116 on monthly basis and reported on quarterly basis		100% Performance Level after Evaluations on contracted services in 5 years	100% performance Evaluation on contracted services	100% of performance evaluation assessments on contracted services as per Contract Management s116 conducted on a monthly basis, submitted to SCM within 7days after the end of the month and reported on quarterly basis by 30 June 2026	100% of performance evaluation assessments on contracted services as per Contract Management s116 conducted on a monthly basis, submitted to SCM within 7days after the end of the month and reported on quarterly basis by 30 September 2025	100% of performance evaluation assessments on contracted services as per Contract Management s116 conducted on a monthly basis, submitted to SCM within 7days after the end of the month and reported on quarterly basis by 31 December 2025	100% of performance evaluation assessments on contracted services as per Contract Management s116 conducted on a monthly basis, submitted to SCM within 7days after the end of the month and reported on quarterly basis by 31 March 2026	100% of performance evaluation assessments on contracted services as per Contract Management s116 conducted on a monthly basis, submitted to SCM within 7days after the end of the month and reported on quarterly basis by 30 June 2026	100% of performance evaluation assessments on contracted services as per Contract Management s116 conducted on a monthly basis, submitted to SCM within 7days after the end of the month and reported on quarterly basis in terms of the contracted services list provided by SCM for the Department	Q1 to Q4: Quarterly consolidated Departmental Evaluation report and copies proof of submission to SCM by Units (Copy of submission e-mail/Register book within 7 days after the end of the month)
Demand Management Plan	Facilitation and coordination of Staff establishmen t	% vacancy rate of departmental staff compliment/ establishment maintained at 25% and below		25% average vacancy rate of total staff compliment/ establishment maintained	45% vacancy rate	25% average vacancy rate of total departmental staff compliment/ establishment maintained by 30 June 2026	-	-	-	25% average vacancy rate of total departmental staff compliment/ establishment maintained by 30 June 2026	Vacancy rate of total departmental staff compliment/ establishment maintained at below 25%	Q4: Consolidated Departmental Vacancy Rate Status Report and proof of submission to Administration (Copy of submission e-mail/Register book within 7 days after the end of the quarter)

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Facilitation and Coordination of Staff Establishment	Facilitation and coordination of Staff establishment	% of vacant funded posts submitted to HR within 14 working days from when vacancy arises (from receipt of notice of-resignation/retirement from incumbent)		100% of vacant funded posts submitted to HR within 14 working days from when vacancy arises (from receipt of notice of-resignation/ retirement from incumbent)	New KPI	100% of vacant funded posts submitted to HR within 14 working days from when vacancy arises (from receipt of notice of-resignation/ retirement from incumbent) by 30 June 2026 NB: KPI only measurable when there is notice of-resignation/ retirement from incumbent	100% of vacant funded posts submitted to HR within 14 working days from when vacancy arises (from receipt of notice of-resignation/ retirement from incumbent) during the quarter	100% of vacant funded posts submitted to HR within 14 working days from when vacancy arises (from receipt of notice of-resignation/ retirement from incumbent) during the quarter	100% of vacant funded posts submitted to HR within 14 working days from when vacancy arises (from receipt of notice of-resignation/ retirement from incumbent) arises during the quarter	100% of vacant funded posts submitted to HR within 14 working days from when vacancy arises (from receipt of notice of-resignation/ retirement from incumbent) during the quarter	Q1 to Q4: Funded posts which have become vacant must be submitted to HR within 14 working days from when vacancy arises (from receipt of notice of-resignation/ retirement from incumbent) during the quarter	Q1 to Q4: Copy of Notice by incumbent and copy of request to HR to fill post - acknowledged by HR (stamp/Signature of HR)
		Number of Departmental meetings held quarterly meetings held		Number of Departmental meetings held annually	New KPI	3 monthly Departmental meetings held quarterly	3 monthly Departmental meetings held quarterly	3 monthly Departmental meetings held quarterly	3 monthly Departmental meetings held quarterly	3 monthly Departmental meetings held quarterly	Departmental meetings between the Director and Managers to be held for Departments to engage on progress on SDBIP and other departmental activities	Invite/ notice to meeting, agenda, attendance register and minutes

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Signed at SASOLBURG on this the 31 day July of 2025.

Signature:

Signed and accepted by:

Ms Fikile Veronica Mareka

(Chief Financial Officer)

Signed at SASOLBURG on this the 31st day July of 2025.

Signature:

Signed on behalf of Municipality by:

Fusi John Motloung

(Municipal Manager)