



Amended Service Delivery and Budget Implementation Plan (SDBIP)

2024/ 2025



Table of Contents

1. Introduction	3
i. Legal Reference	3
2. The process followed in the development of the 2024/2025 SDBIP Adjustment.....	3
i. Adjustment to improve performance reporting	4
ii. Reasons for the amendments to the Service Delivery and Budget Implementation Plan.....	4
iii. Proposed adjustment to the SDBIP scorecard.....	4
3. Implications of the SDBIP adjustment on the IDP	4
4. Components of Service Delivery & Budget Implementation Plan.....	6
i. MONTHLY REVENUE PROJECTIONS	6
ii. MONTHLY OPERATIONAL PROJECTIONS.....	9
iii. MONTHLY CAPITAL PROJECTIONS	11
iv. REVIEWED SDBIP	12
5. Quality Certificates.....	12
i. MUNICIPAL MANAGER'S QUALITY CERTIFICATE.....	12
ii. EXECUTIVE MAYOR'S CERTIFICATE OF APPROVAL.....	13





1. Introduction

Legislative guidelines allow for the institutionalization of performance management in local government. The Service Delivery and Budget Implementation Plan (known as the SDBIP) is a detailed plan as approved by the Executive Mayor for implementing the municipality's IDP by way of delivery of municipal services and its annual budget. Thabo Mofutsanyana district municipality uses the municipal scorecard at organizational level and through the detailed departmental Service Delivery Budget Implementation Plan (SDBIP) at directorate and departmental levels through which the organizational performance will be evaluated. The SDBIP is of dealing with consolidated service delivery targets set by organization and linking such targets executive/senior management. It therefore provides an overall picture of performance for the municipality, reflecting performance on its strategic priorities and facilitates the oversight over financial and non-financial performance of the municipality

i. Legal Reference

The SDBIP adjustment process is guided by the Local Government: Municipal Finance Management Act, Act No. 56 of 2003 (MFMA) of which Section 72 of the states the following.

The accounting officer of a municipality must, by 25 January of each year –

Assess the performance of the municipality during the first half of the financial year, considering in terms of section 54(1)(c) of the MFMA –

- the monthly statements referred to in section 71 for the first half of the financial year.
- the municipality's service delivery performance during the first half of the financial year, and the service delivery targets, and performance indicators set in the service delivery budget implementation plan.
- the past year's annual report, and progress on resolving problems identified in the annual report

On receipt of a statement or report submitted by the accounting officer of the municipality in terms of section 71 or 72, the mayor must-

“(c) consider and, if necessary, make any revision to the service delivery and budget implementation plan, provided that the revision to the service delivery targets and performance indicators in the plan may only be made with the approval of council following the approval of an adjustment budget.

The SDBIP therefore may be revised after the consideration of, amongst others –

financial performance (monthly statements).

- service delivery performance (mid-year performance assessment).
- annual performance assessment of the previous financial year; and
- the performance of municipal entities (where applicable)

2. The process followed in the development of the 2024/2025 SDBIP Adjustment

The process towards the development of the adjustment of the 2024/2025 SDBIP took into consideration the legislative requirement as per the MFMA. Furthermore, to ensure the credibility of the information, the following was undertaken:

- No amendments to targets unless the budget adjustment require it.
- Engagements with departments where changes were to administrative errors.
- Alignment of the KPIs to the approved structure; and





i. Adjustment to improve performance reporting

Presentation of the proposed SDBIP changes to the Municipal Manager to provide input in his capacity as the accounting officer. Whilst the calculations on the targets contained in this report are based on quarter 2 performance as tabled to Council the mid-year performance has not been audited by Internal Audit. Therefore, any discrepancy between the numbers contained in the report and the audited performance results which may come later is because of the timing of the report which did not allow for the audited results to be taken into consideration; and

The capital works programme contained in the report reflects only adjusted quarterly milestones. If there is a need to improve on these after the finalisation of the monthly milestones, the Municipal Manager will drive the process and ensure that the milestones are used for reporting from the time of correction, moving forward.

The following principles guide the recommendations for the adjustment:

Under-performance of capital projects which directly contributes to the SDBIP targets. The findings and recommendations of Internal Audit and the Auditor General South Africa, as well as the Performance Audit Committee on the approved 2024/2025 SDBIP being considered.

ii. Reasons for the amendments to the Service Delivery and Budget Implementation Plan

Only quarter 3 and 4 targets are proposed for adjustment in instances where annual targets are proposed for adjustment.

iii. Proposed adjustment to the SDBIP scorecard

This section provides details regarding the proposed adjustment on the main 2024/2025 SDBIP scorecard per directorate/department where requested. There are indicators on which the targets have been reduced mainly due to slow project implementation and which are affected by the adjustment to the Budget. These relate to the service delivery departments. The report included contains all the details and the reasons for the proposed adjustment. The following table shows the summary of the Adjustment

Number of KPIs with targets adjusted	14
KPIs Removed	14
New KPIs added	0
Total number of adjusted KPIs	28

Table 1: Summary of proposed adjustment to the SDBIP scorecard

3. Implications of the SDBIP adjustment on the IDP

The proposed changes to the SDBIP will enhance the reporting on the indicators. Although performance on the SDBIP at mid-year was not all that satisfactory intervention measures include the implementation of governance processes aimed at providing support to the implementation of capital projects and to remove possible bottlenecks in the supply chain process where required. It is envisaged that improvement on the targets governance processes will impact positively on service delivery targets set in the SDBIP for 2024/2025. The institute of interventions is also focused on improving and fast-tracking implementation of capital projects as part of the delivering on the IDP targets.

A capital project list has been adjusted in line with the adjustment of the Capital Budget. The following provide a summary of the adjustment: The adjustment to the Capital Works Plan which provide details of the adjusted projects are discussed below: Adjustment Analysis per department





Department	Number of Projects adjusted	Number of projects Removed	Total values adjusted down	Total values adjusted up	Total Removed
Infrastructure	05	02	R619 000	R250 000	R2 300000
Laboratory	0	0	R0	R0	R0
Sports	0	01	R4 790	R0	R0
Arts & Culture	01	0	0	R0	R0
Emergency Services	0	0	R0	R0	R60 000
Municipal Health Services	0	0	R0	R60 000	R0
HIV & AIDS	0	01	R0	R0	R0
Moral Regeneration	0	04	R0	R0	R0
Disability	0	0	R6 131	R0	R0
Youth Development	0	0	R0	R0	R0
Local Economic Development	0	0	R100 000	R0	R0
Tourism	01	01	R0	R0	R0
Agriculture	0	0	R	R175 800	R0
Poverty Alleviation	01	0	R0	R600 000	R0
Corporate Support	02	0	R0	R0	R0
Human Resources	0	02	R0	R0	R0
Communications	0	0	R50 000	R0	R0





Information Communication s & Technology	0	0	R0	R0	R0
Security Services	0	01	R0	R0	R0
FINANCE	0	0	R0	R0	
Internal Audit	0	0	R0	R0	R0
Risk Management	0	0	R0	R0	R0
IDP & PMS	0	0	R0	R0	R0
District Development Mode	01	01	R0	R0	R0
Public participation	0	01	R0	R300 630	R0
Municipal manager	03	00	R40 000	R0	R0
Grand Totals	14	14	R 81 992 100	R 1 386 430	R2 360 000

Table 2: Summary of Capital Works Plan Adjustment

4. Components of Service Delivery & Budget Implementation Plan

Components of Service Delivery & Budget Implementation Plan as prescribed in MFMA 56 of 2003 Circular 13 According to the Municipal Finance Management Act (MFMA), a Service Delivery and Budget Implementation Plan (SDBIP) must include monthly revenue projections, monthly expenditure projections (operational and capital), quarterly service delivery targets, and performance indicators, as well as ward information and a detailed capital works plan. -:

- MONTHLY REVENUE PROJECTIONS
- MONTHLY EXPENDITURE PROJECTIONS OPERATIONAL
- CAPITAL PROJECTIONS
- SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN.

i. MONTHLY REVENUE PROJECTIONS





DC19 Thabo Mofutsanyana Adjustments Budget - monthly revenue and expenditure (municipal vote) -

Description	Ref	Budget Year 2024/25						Medium Term Revenue and Expenditure Framework		
		January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands										
Revenue by Vote										
Vote 1 - Executive and Council		-	-	-	-	-	54 295	54 295	49 815	48 449
Vote 2 - Finance and Administration		12 454	12 454	12 454	12 454	12 454	(4 905)	57 367	53 197	54 102
Vote 3 - Internal Audit		-	-	-	-	-	-	-	-	-
Vote 4 - Community and Social Services		-	-	-	-	-	33 838	33 838	32 478	32 792
Vote 5 - Sport and Recreation		-	-	-	-	-	-	-	-	-
Vote 6 - Public Safety		-	-	-	-	-	-	-	-	-
Vote 7 - Housing		-	-	-	-	-	-	-	-	-
Vote 8 - Health		(184)	(184)	(184)	(184)	(184)	7 141	6 220	6 555	6 678
Vote 9 - Planning and Development		-	-	-	-	-	38 035	38 035	22 074	22 411
Vote 10 - Road Transport		847	847	847	847	847	(4 236)	-	-	-
Vote 11 - Environmental Protection		-	-	-	-	-	-	-	-	-
Vote 12 - Energy Sources		-	-	-	-	-	-	-	-	-
Vote 13 - Water Management		-	-	-	-	-	-	-	-	-
Vote 14 - Waste Water Management		-	-	-	-	-	-	-	-	-
Vote 15 - Waste Management		-	-	-	-	-	-	-	-	-
Total Revenue by Vote		13 117	13 117	13 117	13 117	13 117	124 168	189 755	164 118	164 433
Expenditure by Vote										
Vote 1 - Executive and Council		4 518	4 518	4 518	4 518	4 518	31 452	54 040	49 315	48 449
Vote 2 - Finance and Administration		4 899	4 899	4 899	4 899	4 899	32 653	57 149	53 197	54 102
Vote 3 - Internal Audit		-	-	-	-	-	-	-	-	-
Vote 4 - Community		3 252	3 252	3 252	3 252	3 252	17 576	33 838	32 478	32 792





and Social Services									
Vote 5 - Sport and Recreation	18	18	18	18	18	(92)	-	-	-
Vote 6 - Public Safety	-	-	-	-	-	-	-	-	-
Vote 7 - Housing	-	-	-	-	-	-	-	-	-
Vote 8 - Health	623	623	623	623	623	2 803	5 920	6 555	6 527
Vote 9 - Planning and Development	1 614	1 614	1 614	1 614	1 614	21 861	29 932	21 924	22 413
Vote 10 - Road Transport	526	526	526	526	526	(2 632)	-	-	-
Vote 11 - Environmental Protection	-	-	-	-	-	-	-	-	-
Vote 12 - Energy Sources	-	-	-	-	-	-	-	-	-
Vote 13 - Water Management	-	-	-	-	-	-	-	-	-
Vote 14 - Waste Water Management	-	-	-	-	-	-	-	-	-
Vote 15 - Waste Management	-	-	-	-	-	-	-	-	-
Total Expenditure by Vote	15 452	15 452	15 452	15 452	15 452	103 622	180 879	163 468	164 283
Surplus/ (Deficit)	(2 334)	(2 334)	(2 334)	(2 334)	(2 334)	20 546	8 875	650	150



ii. MONTHLY OPERATIONAL PROJECTIONS

DC19 Thabo Mofutsanyana Adjustments Budget - monthly revenue and expenditure (functional classification)

Description - Standard classification	Ref	Budget Year 2024/25						Medium Term Revenue and Expenditure Framework		
		January	February	March	April	May	June	Budget Year 2024/25	Budget Year +1 2025/26	Budget Year +2 2026/27
		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands										
Revenue - Functional										
Governance and administration		12 454	12 454	12 454	12 454	12 454	49 389	111 662	102 512	102 551
Executive and council		-	-	-	-	-	54 295	54 295	49 315	48 449
Finance and administration		12 454	12 454	12 454	12 454	12 454	(4 905)	57 367	53 197	54 102
Internal audit		-	-	-	-	-	-	-	-	-
Community and public safety		(184)	(184)	(184)	(184)	(184)	40 979	40 058	32 478	32 792
Community and social services		-	-	-	-	-	33 838	33 838	32 478	32 792
Sport and recreation		-	-	-	-	-	-	-	-	-
Public safety		-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-
Health		(184)	(184)	(184)	(184)	(184)	7 141	6 220	-	-
Economic and environmental services		847	847	847	847	847	33 799	38 035	29 129	29 090
Planning and development		-	-	-	-	-	38 035	38 035	29 129	29 090
Road transport		847	847	847	847	847	(4 236)	-	-	-
Environmental protection		-	-	-	-	-	-	-	-	-
Trading services		-	-	-	-	-	-	-	-	-
Energy sources		-	-	-	-	-	-	-	-	-
Water management		-	-	-	-	-	-	-	-	-
Waste water management		-	-	-	-	-	-	-	-	-
Waste management		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
Total Revenue - Functional		13 117	13 117	13 117	13 117	13 117	124 168	189 755	164 118	164 433
Expenditure - Functional										
Governance and administration		9 417	9 417	9 417	9 417	9 417	64 106	111 189	102 012	102 551
Executive and council		4 518	4 518	4 518	4 518	4 518	31 452	54 040	48 815	48 449
Finance and administration		4 899	4 899	4 899	4 899	4 899	32 653	57 149	53 197	54 102
Internal audit		-	-	-	-	-	-	-	-	-



	-	-	-	-	-	-	-	-	-
Community and public safety	3 894	3 894	3 894	3 894	3 894	20 287	39 758	32 478	32 792
Community and social services	3 252	3 252	3 252	3 252	3 252	17 576	33 838	32 478	32 792
Sport and recreation	18	18	18	18	18	(92)	-	-	-
Public safety	-	-	-	-	-	-	-	-	-
Housing	-	-	-	-	-	-	-	-	-
Health	623	623	623	623	623	2 803	5 920	-	-
Economic and environmental services	2 141	2 141	2 141	2 141	2 141	19 228	29 932	28 979	28 940
Planning and development	1 614	1 614	1 614	1 614	1 614	21 860	29 932	28 979	28 940
Road transport	526	526	526	526	526	(2 632)	-	-	-
Environmental protection	-	-	-	-	-	-	-	-	-
Trading services	-	-	-	-	-	-	-	-	-
Energy sources	-	-	-	-	-	-	-	-	-
Water management	-	-	-	-	-	-	-	-	-
Waste water management	-	-	-	-	-	-	-	-	-
Waste management	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-
Total Expenditure - Functional	15 452	15 452	15 452	15 452	15 452	103 622	180 879	163 468	164 283
Surplus/ (Deficit) 1.	(2 334)	(2 334)	(2 334)	(2 334)	(2 334)	20 546	8 875	650	150



iii. MONTHLY CAPITAL PROJECTIONS

DC19 Thabo Mofutsanyana - Adjustments Budget - monthly capital expenditure (municipal vote) -

Description - Municipal Vote	Ref							Medium Term Revenue and Expenditure Framework		
		January	February	March	April	May	June	Budget Year 2024/25	Bud get Year +1 2025/ 26	Bud get Year +2 2026 /27
		Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands										
Multi-year expenditure appropriation	1									
Vote 1 - Executive and Council		-	-	-	-	-	-	-	-	-
Vote 2 - Finance and Administration		121	121	121	121	121	(604)	-	-	-
Vote 3 - Internal Audit		-	-	-	-	-	-	-	-	-
Vote 4 - Community and Social Services		-	-	-	-	-	-	-	-	-
Vote 5 - Sport and Recreation		-	-	-	-	-	-	-	-	-
Vote 6 - Public Safety		-	-	-	-	-	-	-	-	-
Vote 7 - Housing		-	-	-	-	-	-	-	-	-
Vote 8 - Health		-	-	-	-	-	-	-	-	-
Vote 9 - Planning and Development		-	-	-	-	-	-	-	-	-
Vote 10 - Road Transport		-	-	-	-	-	-	-	-	-
Vote 11 - Environmental Protection		-	-	-	-	-	-	-	-	-
Vote 12 - Energy Sources		-	-	-	-	-	-	-	-	-
Vote 13 - Water Management		-	-	-	-	-	-	-	-	-
Vote 14 - Waste Water Management		-	-	-	-	-	-	-	-	-
Vote 15 - Waste Management		-	-	-	-	-	-	-	-	-
Capital Multi-year expenditure sub- total	3	121	121	121	121	121	(604)	-	-	-
Single-year expenditure appropriation										
Vote 1 - Executive and Council		-	-	-	-	-	254	254	500	-
Vote 2 - Finance and Administration		-	-	-	-	-	218	218	-	-
Vote 3 - Internal Audit		-	-	-	-	-	-	-	-	-
Vote 4 -										



Community and Social Services	-	-	-	-	-	-	-	-	-	-
Vote 5 - Sport and Recreation	-	-	-	-	-	-	-	-	-	-
Vote 6 - Public Safety	-	-	-	-	-	-	-	-	-	-
Vote 7 - Housing	-	-	-	-	-	-	-	-	-	-
Vote 8 - Health	-	-	-	-	-	300	300	-	-	-
Vote 9 - Planning and Development	-	-	-	-	-	8 103	8 103	150	150	-
Vote 10 - Road Transport	-	-	-	-	-	-	-	-	-	-
Vote 11 - Environmental Protection	-	-	-	-	-	-	-	-	-	-
Vote 12 - Energy Sources	-	-	-	-	-	-	-	-	-	-
Vote 13 - Water Management	-	-	-	-	-	-	-	-	-	-
Vote 14 - Waste Water Management	-	-	-	-	-	-	-	-	-	-
Vote 15 - Waste Management	-	-	-	-	-	-	-	-	-	-
Capital single-year expenditure sub-total	3	-	-	-	-	8 875	8 875	650	150	-
Total Capital Expenditure	2	121	121	121	121	121	8 271	8 875	650	150

iv. REVIEWED SDBIP

SDBIP has been attached below

5. Quality Certificates

According to Section 53 of the MFMA, the Executive Mayor is expected to approve the SDBIP within 28 days after the approval of the budget. This section requires him or her to take all reasonable steps to ensure that the SDBIP is approved within 28 days.

i. MUNICIPAL MANAGER'S QUALITY CERTIFICATE

I, Takatso Lebenya, the Municipal Manager of Thabo Mofutsanyana District Municipality, hereby submit the Revised Service Delivery and Budget Implementation Plan (SDBIP) for the 2023/24 financial year for consideration by the Executive Mayor. This Revised SDBIP 2023/24 has been prepared in terms of the stipulated requirements as documented in the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) and regulations made under this Act.

Me. TMP. LEBENYA

MUNICIPAL MANAGER


Date: 12/03/2025





ii. EXECUTIVE MAYOR'S CERTIFICATE OF APPROVAL

I, Conny Msibi, in my capacity as the Executive Mayor of Thabo Mofutsanyana District Municipality, hereby submit the Revised Service Delivery and Budget Implementation Plan (SDBIP) for the 2023/24 financial year to the Council for approval, as required in terms of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) and the regulations made under this Act.



CLLR. C. MSIBI

EXECUTIVE MAYOR

Date: 27/03/2025

**2024/2025 AMENDED SERVICE DELIVERY
AND BUDGET IMPLEMENTATION PLAN**



KPA 1: BASIC SERVICE
DELIVERYPage 3 of 21

To ensure Public Participation of Stakeholder in Energy Management	Implementation of Energy Recovery and Demand Side Management	Number of District Energy Forum to be held by the 30th June 2025	OKX	OKX	0	Int: 10	04 District Energy Forum covered during period under review. Meeting dates: + 25 Sep 2023 + 26 Sep 2023 + 13 Nov 2023 + 26 June 2024	First forum to be held by the 30th of June 2025	No Changes	01 Forum	01 Forum	01 Forum	03 Monthly expenditure reports	Inspection, Attendance Register & Report Submission	No Changes
	Reporting to Accounting Officer	Number of monthly progress Reports sent to the Municipal Manager on the 07th of every month by the 30th of June 2025	OKX	OKX	4	Int: 11	17 Monthly progress Reports sent to the Municipal Manager by the 7th of every month by 30th of June 2024	11 Monthly progress Reports sent to the Municipal Manager by the 7th of every month	No Changes	03 Monthly expenditure reports	03 Monthly expenditure reports	03 Monthly expenditure reports	03 Monthly expenditure reports	Inspection, Attendance Register & Report Submission	No Changes
	Implement last February recommendations relating methods	Assess and Compare Quality Management System: Implementing ISO 9001 Quality Manual by the 30th of June 2025	OKX	OKX	0	Int: 21	10th assessment of the Quality Management System by the 30th of June 2025	10th assessment of the Quality Management System by the 30th of June 2025	Complete assessment and comparison of testing method by the 30th of June 2025	Sign off of MOU between the District and CSOD	CSOD Laboratory to assess QMS	M&CRO & CHEMISTRY Test effectiveness of developed methods of QUALITY REPORT	M&CRO & CHEMISTRY Test effectiveness of developed methods of QUALITY REPORT	Inspection, Attendance Register & Report Submission	Certification of equipment and Program Register
To promote accessibility, mobility and safe water	Implementation of test methods	Conducting of analysis for both Chemistry and Micro by the 30th of June 2025	OKX	OKX	12	Int: 02	14th Micro of 1st phase inspection plan by the 30th of June 2025	14th Micro of 1st phase inspection plan by the 30th of June 2025	Complete conducting of analysis for both Chemistry and Micro by the 30th of June 2025	Submission of Procurement Instruments, requests, requisition and calibration for (Table 1)	Conducting analysis tests as per MOU with M&C	Conducting analytical tests with M&C	Conducting analytical tests with M&C	Test Register and Monthly reports	Program Register
	Meeting with Stakeholders	Conducting meetings with stakeholders by the 30th of June 2025	OKX	OKX	12	Int: 09	14th meeting to be held by the 30th of June 2025	14th meeting to be held by the 30th of June 2025	Capex and Opex meeting to be held by the 30th of June 2025	1 COGTA and 1 stakeholder engagement activity (M)	1 COGTA and 1 stakeholder engagement activity (M)	1 COGTA and 1 stakeholder engagement activity (M)	1 COGTA and 1 stakeholder engagement activity (M)	Inspection, Attendance Register and Report Submission	Inspection, Attendance Register and Report Submission
Reporting	Managing Library Services	Monthly progress reports by the 30th of June 2025	OKX	OKX	4	Int: 04	14th report to be sent to the Municipal Manager by the 30th of June 2025	14th report to be sent to the Municipal Manager by the 30th of June 2025	no changes	03 Monthly reports	03 Monthly reports	03 Monthly reports	03 Monthly reports	Monthly register	Monthly register
COMMUNITY SERVICES															
Social Development															
Provide a variety of Sport and Recreation for staff and Communities		Number of OK Tando games Meeting attended by the 30th September 2024	OKX	OKX	12	Int: 11	102 OK Tando Games Meeting were held on the 30th of June 2023	14th meeting to be held by the 30th of June 2024	no changes	14th meeting	-	-	-	Inspection, Attendance Register & Report Submission	No Changes
	To ensure that sport is provided in all Communities	Hosting of the District OR TAMBO games 2024/2025 by the 31st October 2024 and selection of team to represent the District at the provincial OK Tando games	OKX	OKX	4	Int: 10	District games were held on the 30th of June 2023	Hosting of the District OR TAMBO games 2024/2025 by the 31st October 2024	no changes	Identification of Sporting clubs & Procurement request	Hosting of the District OR TAMBO games on the 30th of June 2024	-	-	Inspection, Attendance Register & Report Submission	No Changes
	Ensuring that TMOV athletes to participate games on SAMKSA games by the 30th September 2024	Submission for affiliation Municipal teams on SAMKSA games by the 30th September 2024	OKX	OKX	4	Int: 04	Municipal teams were submitted on the 30th of June 2023	Submission for affiliation Municipal teams on SAMKSA games by the 30th of June 2024	no changes	Submission memo for affiliation to SAMKSA games on September 2024	-	-	-	Inspection, Attendance Register & Report Submission	No Changes
	To provide and encourage the participation of women in sports	To host of women in sports games by the 31st Aug 2024	OKX	OKX	4	Int: 03	Women in sport were hosted on the 31st of August 2023	Hosting women in sports games, 31st August 2024	no changes	Hosting Women in sports on 31 Aug 2024	-	-	-	Inspection, Attendance Register & Report Submission	No Changes
	To ensure that children in amongst parks across the district are safe and make a safe environment for the growing social fitness.	To host inquests games by the 30th June 2025	OKX	OKX	4	Int: 06	Inquests games were hosted on the 30th of June 2024	Hosting inquests games on the 30th of June 2025	no changes	-	-	-	-	Inspection, Attendance Register & Report Submission	No Changes

[illegible]

Basic Service Delivery

2	CPT 8	CPT 8	11	MAY 10	New	31 Police Stations and Correctional Services Centres Inspections	09 Police Stations and Correctional Services Centres Inspections	09 Police Stations and Correctional Services Centres Inspections	08 Police Stations and Correctional Services Centres Inspections	07 Police Stations and Correctional Services Centres Inspections	Inspection report	Police Stations and Correctional Services Centres Inspection report	36								
						Sancti 04 Inspection	Sancti 04 Inspection	Sancti 04 Inspection	Sancti 04 Inspection	Sancti 04 Inspection											
						Manitoba 04	Manitoba 04	Manitoba 04	Manitoba 04	Manitoba 04											
						Manitoba 05	Manitoba 05	Manitoba 05	Manitoba 05	Manitoba 05											
	CPT 8	CPT 8	12	MAY 11	New	228 Beauty Salons and Hair Salons Inspections	57 Beauty Salons and Hair Salons Inspections	57 Beauty Salons and Hair Salons Inspections	57 Beauty Salons and Hair Salons Inspections	57 Beauty Salons and Hair Salons Inspections	Inspection report	Beauty Salons and Hair Salons Inspection report	37								
						Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection											
						Manitoba 24	Manitoba 24	Manitoba 24	Manitoba 24	Manitoba 24											
						Manitoba 25	Manitoba 25	Manitoba 25	Manitoba 25	Manitoba 25											
37	CPT 8	CPT 8	13	MAY 12	New	228 Funeral Parlours Inspections	57 Funeral Parlours Inspections	57 Funeral Parlours Inspections	57 Funeral Parlours Inspections	57 Funeral Parlours Inspections	Inspection report	Funeral Parlours Inspection report	38								
						Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection											
						Manitoba 24	Manitoba 24	Manitoba 24	Manitoba 24	Manitoba 24											
						Manitoba 25	Manitoba 25	Manitoba 25	Manitoba 25	Manitoba 25											
39	CPT 8	CPT 8	14	MAY 13	New	228 Health Care Risk Waste generators	57 Health Care Risk Waste generators	57 Health Care Risk Waste generators	57 Health Care Risk Waste generators	57 Health Care Risk Waste generators	Inspection report	Health Care Risk Waste generators Inspection report	39								
						Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection											
						Manitoba 24	Manitoba 24	Manitoba 24	Manitoba 24	Manitoba 24											
						Manitoba 25	Manitoba 25	Manitoba 25	Manitoba 25	Manitoba 25											
OFFICE OF THE EXECUTIVE MAYOR																					
TRANSVERSE ISSUES																					
40	CPT 8	CPT 8	15	MAY 14	New	Four HIV/AIDS Council meetings were held during the period under review	Four HIV/AIDS Council Meetings were held during the period under review	Four HIV/AIDS Council Meetings were held during the period under review	Four HIV/AIDS Council Meetings were held during the period under review	Four HIV/AIDS Council Meetings were held during the period under review	Inspection Report: Agenda, Attendance Register and Minutes	No changes	40								
						Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection											
						Manitoba 24	Manitoba 24	Manitoba 24	Manitoba 24	Manitoba 24											
						Manitoba 25	Manitoba 25	Manitoba 25	Manitoba 25	Manitoba 25											
41	CPT 8	CPT 8	16	MAY 15	New	One HIV/AIDS awareness campaign was conducted on the 21 December 2024	One HIV/AIDS awareness campaign was conducted on the 21 December 2024	One HIV/AIDS awareness campaign was conducted on the 21 December 2024	One HIV/AIDS awareness campaign was conducted on the 21 December 2024	One HIV/AIDS awareness campaign was conducted on the 21 December 2024	Inspection Report: Agenda, Attendance Register, Minutes and Photos	No changes	41								
						Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection											
						Manitoba 24	Manitoba 24	Manitoba 24	Manitoba 24	Manitoba 24											
						Manitoba 25	Manitoba 25	Manitoba 25	Manitoba 25	Manitoba 25											
42	CPT 8	CPT 8	17	MAY 16	New	One HIV/AIDS awareness campaign was conducted on the 31st December 2024	One HIV/AIDS awareness campaign was conducted on the 31st December 2024	One HIV/AIDS awareness campaign was conducted on the 31st December 2024	One HIV/AIDS awareness campaign was conducted on the 31st December 2024	One HIV/AIDS awareness campaign was conducted on the 31st December 2024	Inspection Report: Agenda, Attendance Register, Minutes and Photos	No changes	42								
						Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection											
						Manitoba 24	Manitoba 24	Manitoba 24	Manitoba 24	Manitoba 24											
						Manitoba 25	Manitoba 25	Manitoba 25	Manitoba 25	Manitoba 25											
43	CPT 8	CPT 8	18	MAY 17	New	One HIV/AIDS awareness campaign was conducted on the 31st December 2024	One HIV/AIDS awareness campaign was conducted on the 31st December 2024	One HIV/AIDS awareness campaign was conducted on the 31st December 2024	One HIV/AIDS awareness campaign was conducted on the 31st December 2024	One HIV/AIDS awareness campaign was conducted on the 31st December 2024	Inspection Report: Agenda, Attendance Register, Minutes and Photos	No changes	43								
						Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection	Sancti 06 Inspection											
						Manitoba 24	Manitoba 24	Manitoba 24	Manitoba 24	Manitoba 24											
						Manitoba 25	Manitoba 25	Manitoba 25	Manitoba 25	Manitoba 25											

LOCAL ECONOMIC DEVELOPMENT & TOURISM

		Posting of annual agriculture career map by the 30 June 2025	R 130 000	R 170 000	7	AGP 17	June	Posting of annual agriculture career map by the 30 June 2025	no changes	-	-	-	Posting of annual agriculture career map on the 30 June 2025	Signed Report, attendance Register and Minutes	no changes
		Procurement of inputs for Municipal Garden by the 30 June 2025	R 60 000	R 60 000	7	AGP 18	Municipal Garden was established on the 30th of June 2023	Procurement of inputs for Municipal Garden by the 30 June 2025	no changes	Submission of request	-	-	Procurement of production inputs for Municipal Garden on the 30 June 2025	Final Report, attendance Register and Minutes	no changes
		To ensure capacity building of emerging farmers 2025	R 100 000	R 200 000	4	AGP 19	234 emerging farmers were trained on Animal Health, Piglet Production, Poultry Production, Aquaculture and Fisheries on the 30th of June 2023	Training of 120 Emerging Farmers by the 30 June 2025	no changes	Training of thirty Emerging Farmers on the 30 September 2024	Training of thirty Emerging Farmers on the 31 December 2024	Training of thirty Emerging Farmers on the 31 March 2025	Training of Emerging Farmers on the 30 June 2025	Signed Report, attendance Register and Minutes	no changes
Reporting	Recounting to Accounting Officer	Number of Agriculture unit progress reports sent after and quarter by the 30th June 2025	0	0	0	AGP 10	June	Four Agriculture unit progress reports 10 days after end of quarter by the 30th June 2025	no changes	01 Unit Report	01 Unit Report	01 Unit Report	01 Unit Report	Signed Quarterly Unit Progress Report and signed submission book	no changes
Identify Projects that Create Jobs and benefit the Community		Number of jobs to be created through EPWP incentive Grant by the 30th Sep 2024	R 100 000	R 110 000	4	P.A.L.C 01	Additional 205 jobs were created through EPWP Incentive Grant on the 30th of April 2024	205 jobs created through EPWP Incentive Grant by the 30th September 2024	205 jobs created through EPWP Incentive Grant by the 30th June 2025	205 EPWP Employees	-	-	At the end of employment contracts	no changes	
		Number of Monthly progress Reports on EPWP incentive Grant sent to Public Works on the 30th of June 2025	0	0	M	P.A.L.C 02	13 Monthly Expenditure Reports on EPWP Incentive Grant sent to Public Works on the 30th of June 2024	07 Monthly Expenditure Reports on EPWP Incentive Grant sent to Public Works on the 1st of every month	12 Monthly Expenditure Reports on EPWP Incentive Grant sent to Public Works on the 1st of every month	01 Monthly Expenditure Reports	03 Monthly Expenditure Reports	03 Monthly Expenditure Reports	01 Monthly Expenditure Report	Signed Monthly Reports	no changes
CORPORATE SERVICES															
Corporate Support															
		Number of days for submission of items from all departments to MM for Council Agenda by the 30th June 2025	0	0	0	C1.01	Items from all departments to MM for Council Agenda were submitted within 05 days before the Council meeting as on the 30th of June 2024	Submission of items from all departments to MM for Council Agenda by the 30th June 2025	No changes	01 Day before Council Meeting	01 Day before Council Meeting	01 Day before Council Meeting	01 Day before Council Meeting	Distribution List	no changes
															75

[illegible]

Media Engagement	Quarterly Media Monitoring and Analysis Report Produced at the end of the quarter and presented to the Mayor and Municipal Manager by the 30th June 2025	CPXK	CPXK	U	COM 11	Q4 Media Monitoring and Analysis report submitted at the end of the quarter and presented to the Mayor and Municipal Manager by the 30th June 2025	Q4 Quarterly Media Monitoring and Analysis report submitted at the end of the quarter and presented to the Mayor and Municipal Manager by the 30th June 2025	no changes	10 Days after the end of the quarter	10 Days after the end of the quarter	10 Days after the end of the quarter	10 Days after the end of the quarter	Report Report used to monitor engagement by the Mayor and Municipal Manager in the office and presented to the Mayor and Municipal Manager	no changes	98
	Number of Media Statements /Announcements/Articles released by the 30th June 2025	CPXK	CPXK	U	COM 11	Q4 Media Announcements were released by the 30th June 2025	Q4 Media Statements /Announcements were released by the 30th June 2025	no changes	Q1 Media Statement	Q1 Media Statement	Q1 media statement	Q1 media statement	Media statements, announcements, articles and announcements	no changes	99
	Number of Media Engagement activities undertaken by the 30th June 2025	CPXK	CPXK	U	COM 11	Q4 Media Engagement activities undertaken during the period under review	Q4 Media Engagement activities undertaken during the period under review	no changes	Q1 Media engagement activities	Q1 Media engagement activities	Q1 Media engagement activities	Q1 Media engagement activities	Media engagement activities undertaken by the 30th June 2025	no changes	100
	Information Technology														
Functional Disaster recovery solutions	Implementation of Disaster Recovery Plan by the 30th June 2024	CPXK	CPXK	U	ICT 02	Functional Disaster Recovery Plan was implemented during the period under review	Functional Disaster Recovery Plan was implemented during the period under review	no changes	Disaster recovery system simulation report/Backup reports	Disaster recovery system simulation report/Backup reports	Disaster recovery system simulation report/Backup reports	Disaster recovery system simulation report/Backup reports	Disaster recovery system simulation report/Backup and Restoration Reports	no changes	102
	Number of IT security reports completed by the 30th June 2024	CPXK	CPXK	U	ICT 02	12 security reports were completed during the period under review	24 security reports by the 30th June 2024	no changes	6 security reports	6 security reports	6 security reports	6 security reports	Monthly security assessment report of the system (3 Reports) completed	no changes	101
	Number of IT security reports completed by the 30th June 2024	CPXK	CPXK	U	ICT 02	12 security reports were completed during the period under review	24 security reports by the 30th June 2024	no changes	6 security reports	6 security reports	6 security reports	6 security reports	Monthly security assessment report of the system (3 Reports) completed	no changes	103
	Number of IT security reports completed by the 30th June 2024	CPXK	CPXK	U	ICT 02	12 security reports were completed during the period under review	24 security reports by the 30th June 2024	no changes	6 security reports	6 security reports	6 security reports	6 security reports	Monthly security assessment report of the system (3 Reports) completed	no changes	104
Ensure Network Availability	95% Network Availability (Network/Internet Connection) uptime by the 30th June 2024	CPXK	CPXK	U	ICT 04	95% Network Availability (Network/Internet Connection) uptime by the 30th June 2024	95% Network Availability (Network/Internet Connection) uptime by the 30th June 2024	no changes	95% Network Uptime	95% Network Uptime	95% Network Uptime	95% Network Uptime	Report Report used to monitor engagement by the Mayor and Municipal Manager	no changes	105
	Number of IT queries handled by the 30th June 2024	CPXK	CPXK	U	ICT 05	Four security forum held by the 30th June 2025	Four security forum held by the 30th June 2025	no changes	Q1 forum	Q1 forum	Q1 forum	Q1 forum	Quarterly security forum held by the 30th June 2025	no changes	106

Page 23 of 23

	Submission of VAT Returns within 30 Days After the end of the Month by the 30 June 2025	Q1/24	Q1/24	M	Fin 20	Submission of VAT returns were done 30 days after the end of the month during the period under review. • Q1 = 28 days • Q2 = 30 days • Q3 = 30 days • Q4 = 28 days	Submission of VAT Returns 30 days after the end of the month	no changes	30 Days After the end of the Month	30 Days After the end of the Month	30 Days After the end of the Month	30 Days After the end of the Month	Submission of VAT Returns	no changes	113
	Reconciliation between Payroll and General Ledger within 10 working days after the end of the Month by the 30 June 2025	Q1/24	Q1/24	M	Fin 21	Reconciliation of Payroll and General Ledger done 10 days after the end of the month during the period under review. • Q1 = 10 days • Q2 = 10 days • Q3 = 10 days • Q4 = 10 days	Reconciliation between Payroll and General Ledger 10 Days After the end of the month	no changes	10 Days After the end of the Month	10 Days After the end of the Month	10 Days After the end of the Month	10 Days After the end of the Month	Payroll and General Ledger & Payroll	no changes	114
	Payment of Salaries & Benefits 25 days after the end of the Month by the 30 June 2025	Q1/24	Q1/24	M	Fin 22	Payment of salaries & benefits were made 25 days after the beginning of each month during the period under review. • Q1 = 25 days • Q2 = 25 days • Q3 = 25 days • Q4 = 25 days	Payment of salaries & benefits 25 days after the beginning of each month	no changes	25 Days After the beginning of each month	25 Days After the beginning of each month	25 Days After the beginning of each month	25 Days After the beginning of each month	Bank Statement / Payroll	no changes	115
Process Staff Benefits Expenditure	Reconciliation between Payroll and bank statement within 10 working days after the end of the Month by the 30 June 2025	Q1/24	Q1/24	Q	Fin 23	Expenditure reports prepared on staff benefits during the period under review	Preparation of payroll return within 10 days after the end of the month	no changes	10 days After the end of the Month	10 days After the end of the Month	10 days After the end of the Month	10 days After the end of the Month	Prepared & Signed Report	no changes	116
Process Staff Benefits Expenditure	Prepare quarterly expenditure report on staff benefits by the 30 June 2025	Q1/24	Q1/24	Q	Fin 24	Expenditure reports prepared on staff benefits during the period under review	Prepare a quarterly expenditure report on staff benefits	no changes	1 expenditure on staff benefits	1 expenditure on staff benefits	1 expenditure on staff benefits	1 expenditure on staff benefits	Prepared & Signed Report	no changes	117
BUDGET REVIEW															
	Submit the Review of Budget & Reports Annually by 31 Jan 2024	Q1/24	Q1/24	Y	Fin 10	Reviewed Budget was submitted to Council on or before 31 Jan 2024	Submit the Review of Budget by 31 Jan 2025	no changes					Signed Assessment and Council Recommendation	no changes	118
	Submission of Income and expenditure report within 10 working days after the end of the month (Section 71 Report) by the 30 June 2025	Q1/24	Q1/24	M	Fin 11	Section 71 Reports were submitted 10 days after the end of the month during the period under review. • Q1 = 10 days • Q2 = 10 days • Q3 = 10 days • Q4 = 12 days	Submission of Income and expenditure reports 10 days after the end of the month	no changes	10 days after the end of the Month	10 days after the end of the Month	10 days after the end of the Month	10 days after the end of the Month	Signed Section 71 Report	no changes	119
	Submit mid-year budget assessment report to council (Section 72 Report) by the 30 June 2025	Q1/24	Q1/24	Y	Fin 12	N/A	Submission of mid-year budget assessment by the 30 June 2024	no changes					Signed Section 72 Report	no changes	120
	Submission of Annual Financial statement to Office of the Auditor General by the 31st Aug 2024	Q1/24	Q1/24	Y	Fin 13	Annual Financial statements were submitted to Auditor General on the 31st Aug 2024	Submission of Annual Financial statement by the 31st Aug 2024	no changes					Signed Annual Financial Statement & Council Recommendation	no changes	121

MUNICIPAL FINANCIAL VIABILITY & MANAGEMENT	Effectively Manage the Finances of the District and Development of Necessary measures for Full Accountability and Reporting	To system auditors:	Complete budget time table and submit to Council by the 31st Aug 2024	Approved	Approved	Y	FN 14	Budget time table completed and submitted to Council is on the 27th of July 2023	Complete Budget time table and submit to Council by the 31st Aug 2024	no changes	Complete Budget time table and submit to Council by the 31st Aug 2024				Budget Time table & Council Resolution	no changes	122
			Submission of draft budget and tariffs to council for approval by the 31st March 2025	Approved	Approved	Y	FN 15	Draft budget submitted to council as per the SDRP March 2024	Submission of draft budget by the 31st March 2025	no changes					Draft Budget & Council Resolution	no changes	123
			Submission of budget to council for approval by the 31st May 2025	Approved	Approved	Y	FN 16	Final budget was submitted to Council by council on the 22nd of May 2024	Submission of budget by the 31st May 2025	no changes					Final Budget & Council Resolution	no changes	124
			Number of Investments submitted to council on Investment prepared by the 30 June 2025	Approved	Approved	N	FN 17	12 monthly reconstructions were prepared during the period under review: • Q1 = 4 recon • Q2 = 4 recon • Q3 = 4 recon • Q4 = 3 recon	12 Monthly reports prepared during the period under review	no changes	3 Monthly Reports	3 Monthly Reports	3 Monthly Reports	3 Monthly Reports	Signed Reconstructed Investments	no changes	125
			Number of Grants Register submitted to council on COUNTRAIL SHARE prepared by the 30 June 2025	Approved	Approved	N	FN 18	12 monthly Grants register reports were prepared during the period under review: • Q1 = registers • Q2 = registers • Q3 = registers • Q4 = registers	12 Monthly Registers	no changes	3 Monthly Registers	3 Monthly Registers	3 Monthly Registers	3 Monthly Registers	Signed Grant Registers	no changes	126
			Preparation of bank statements and 10 working days by the 30 June 2025	Approved	Approved	N	FN 19	12 bank reconciliations were prepared 14 days after the end of the month during the period under review: • Q1 = 03 days • Q2 = 04 days • Q3 = 03 days • Q4 = 03 days	10 days after the end of the month	no changes	10 days after the end of the month	10 days after the end of the month	10 days after the end of the month	10 days after the end of the month	Signed Bank Statements	no changes	127
			Total estate as % of total expenditure by the 30 June 2025	Approved	Approved	N	FN 21	New	10 days after the end of the month	no changes	10 days after the end of the month	10 days after the end of the month	10 days after the end of the month	10 days after the end of the month	Signed Section 71 Report (Finance Statement)	no changes	128

[illegible]

NSA 5: GOOD GOVERNANCE AND PUBLIC PARTICIPATION	Ensure that all Municipal Assets are safely Guarded	Number of Unaudited Expenditure Register Prepared by the 30th June 2023	Q4'23	Q4'23	0	1th J2	03 quarterly unaudited Expenditure Register were prepared and the period under review - Q1 + registers - Q2 + registers - Q3 + registers - Q4 + registers reported	Preparation of four quarterly register of Unaudited Expenditure 30th June 2024	no changes	1st quarter Register of Unaudited Expenditure	2nd quarter Register of Unaudited Expenditure	3rd quarter Register of Unaudited Expenditure	4th quarter Register of Unaudited Expenditure	Signed Quarterly Report	no change	128	
		Review the Supply Chain Management Policy of the MPA and submit it to Council for Approval by the 31st May 2023	Q4'23	Q4'23	4	1th J3	The Supply Chain Management Policy was reviewed on 22nd of May 2024	Review the Supply Chain Management Policy by the 31st May 2023	no changes	-	-	-	31 May, 23	Agreed S&M Policy Draft A - signed by the Council	no change	129	
		Preparation of monthly Asset reconciliation between the GL and the Asset Register within 10 working days after the end of the Month by the 30th June 2023	Q4'23	Q4'23	4	1th J4	03 Monthly reconciliation of Asset Register 06 Register after the end of the month were during the period under review - Q1 + 03 days - Q2 + 07 days - Q3 + 04 days - Q4 + 04 days recorded	Register monthly reconciliation of Asset Register 10 days after the end of the month by the 30th June 2024	no changes	10 Days after the end of the month on the first quarter	10 Days after the end of the month on the second quarter	10 Days after the end of the month on the third quarter	10 Days after the end of the month on the fourth quarter	Agreed Date of Review	no change	130	
		Annual Asset verification by the 31st July 2023	Q4'23	Q4'23	4	1th J5	Assets verification was prepared as on 09th of July 2023	Assets verification on the 31st July 2024	no changes	31 Jul 24	-	-	-	Signed Stocktake report	no change	131	
		100% of assets Insured by the 01st December 2023	Q4'23	Q4'23	4	1th J6	Municipal Assets were insured as on the 01st December 2024	Assets Insured on the 01st December 2024	no changes	-	01 Dec 24	-	-	Signed Policy Cover Agreement & Asset Register	no change	132	
		ASSET MANAGEMENT															
		Review and Submission of Internal Audit Charter to Audit Committee by the 30th Sep 2024	Q4'23	Q4'24	4	1th J1	Internal Audit Charter was received and submitted to Audit Committee on the 11th of Aug 2023	To review and submit Internal Audit Charter to Audit Committee by the 30th Sep 2024	no changes	30 Sep 24	-	-	-	Signed Internal Audit Charter, Audit Committee review	no change	133	
		Submission of Internal Audit Charter to Council by the 31st Oct 2024	Q4'23	Q4'24	4	1th J2	Internal Audit Charter was received and submitted to Council on the 31st Oct 2023	To submit Internal Audit Charter to Council by the 31st Oct 2024	no changes	-	31 Oct 24	-	-	Signed Submission Report and Adopted Internal Audit Charter and External recognition	no change	134	
		Submission of Internal Audit Coverage Plan to Audit Committee by the 30th Sep 2024	Q4'23	Q4'23	4	1th J3	Internal Audit Coverage Plan was submitted to Audit Committee on the 11th of Aug 2023	To submit Internal Audit Coverage Plan to Audit Committee by the 30th Sep 2024	no changes	30 Sep 24	-	-	-	Agreed Internal Audit report, Audit Committee review	no change	135	
		Submission of Internal Audit Coverage Plan to Council by the 31st Oct 2024	Q4'23	Q4'24	4	1th J4	Internal Audit Coverage Plan was submitted to Council on the 27th October 2023	To submit Internal Audit Coverage Plan to Council by the 31st Oct 2024	no changes	-	31 Oct 24	-	-	Signed Submission Report and Adopted Internal Audit Plan and Council resolution	no change	136	
Number of overall Internal Audit Reports submitted to the Municipal Manager after the end of every Quarter by the 30th June 2023	Q4'23	Q4'24	0	1th J5	Four Overall Quarterly Internal Audit Reports submitted to the Municipal Manager by the 30th June 2024	Four Overall Quarterly Internal Audit Reports to be submitted to the Municipal Manager after the end of the month on the 30th June 2025	no changes	Overall Quarterly Internal Audit Report	Overall Quarterly Internal Audit Report	Overall Quarterly Internal Audit Report	Overall Quarterly Internal Audit Report	Signed Submission Report, Signed Internal Audit Report	no change	137			

Corporate Governance and Community Participation	Review of Audit & Performance Charter by the 30th Sep 2024	DP18	DP18	✓	14.06	Audit & Performance Charter reviewed by the Audit Committee on the 30th of 13th of Aug 2023	To review Audit & Performance Charter by the 30th Sep 2024	no changes	10. Sept-24	-	-	-	Business Audit & Performance Charter Review Committee meeting	No changes	148
	Review of Audit Performance Charter	DP18	DP18	✓	14.07	Audit & Performance Charter reviewed by the Audit Committee on the 29th July 2023	To submit Audit & Performance Charter to Council by the 31st Oct 2024	no changes	-	11 Oct-24	-	-	Special Information Request	No changes	149
	Number of quarterly ordinary committee meetings held by the 30th June 2025	DP18	DP18	U	14.08	6 ordinary and 6 extraordinary committee meetings held on the 30th June 2023	Four ordinary and 6 extraordinary committee meetings to be held by the 30th June 2025	no changes	01 Meeting	01 Meeting	01 Meeting	01 Meeting	Information, Agenda, Attendance Register and Minutes	No changes	150
	Building and Submission of Policy/Strategy, Risk Policy and Strategy by the 31st May 2025	DP18	DP18	✓	14.01	Final Prevention Policy/Strategy and Risk Policy reviewed and approved by the committee on the 13th of Apr 2024	Review and submit Prevention Policy, Risk Policy and Strategy by the 31st May 2025	no changes	-	-	-	-	Review and Submit Final Prevention Policy/Strategy Risk Policy and Strategy on the 31st May 2024	No changes	151
	To ensure strategies and policies are approved by the Risk Management Committee and approved by Council annually	DP18	DP18	✓	14.02	Risk Management Committee Charter, Final Risk Management Plan, Risk Policy and Strategy were submitted to Council for approval on the 27th of July 2023	Submit Final Risk Management Plan, Risk Policy and Strategy by the 31st July 2025	no changes	11 Jul-24	-	-	-	Final Prevention Plan, Risk Management Policy and Strategy Council resolutions	No changes	152
	Submission of Risk Management Committee Charter, Final Risk Management Plan, Risk Policy and Strategy to Council for approval by the 31st July 2024	DP18	DP18	✓	14.02	Risk Management Committee Charter, Final Risk Management Plan, Risk Policy and Strategy were submitted to Council for approval on the 27th of July 2023	Submit Final Risk Management Plan, Risk Policy and Strategy by the 31st July 2025	no changes	11 Jul-24	-	-	-	Final Prevention Plan, Risk Management Policy and Strategy Council resolutions	No changes	152
	Number of quarterly risk maturity reports issued by the 30th June 2025	DP18	DP18	U	14.03	Four Signed Risk maturity Reports to be submitted by the 30th June 2025	Four Signed Risk maturity Reports to be submitted by the 30th June 2025	no changes	01 Signed Risk maturity Report	01 Signed Risk maturity Report	01 Signed Risk maturity Report	01 Signed Risk maturity Report	Risk Maturity Report	No changes	153
	To ensure that the municipally risk exposures are properly managed and minimised quarterly	DP18	DP18	U	14.04	03 Risk assessment conducted during the period - 03 - 04	Four Risk assessment to be conducted by the 30th June 2025	no changes	01 Risk assessment Reports	01 Risk assessment Reports	01 Risk assessment Reports	01 Risk assessment Reports	Sign off risk registers and reports; implemented for council resolutions	No changes	154
	Number of quarterly risk management Committee meetings held by the 30th June 2025	DP18	DP18	U	14.05	Two Risk Management Committee Meetings held on the 30th June 2023	Four Risk Management Committee Meetings to be held by the 30th June 2025	no changes	01 Meeting	01 Meeting	01 Meeting	01 Meeting	Information, Agenda, Attendance Register and Minutes	No changes	155

IPD 2.4.145																	
GOOD GOVERNANCE AND PUBLIC PARTICIPATION	To create an efficient, effective and accountable administration	Make the DP a working Document for all staff	Submission of 2023/2024 SDAP to Council by the 31st Aug 2024	Q1/24	Q1/24	Y	IP/23	2024/2025 IPD Process Plan was submitted to Council on the 27th July 2023.	Submit 2025/2026 IPD Release Plan to Council by the 31st Aug 2024	no changes	13 Aug 24	-	no changes	156			
			Submission of 2023/24 Draft Annual Report to Auditor General by the 31st Aug 2024	IP/24	Q1/24	Y	IP/22	Report was submitted to Auditor General on the 27th July 2023.	Submit 2023/24 Draft Annual Report to Auditor General by the 31st Aug 2024	no changes	31 Aug 24	-	no changes	157			
			Table of 2023/24 Annual Report to be signed by the 31st Jan 2025	Q1/24	Q1/24	Y	IP/24	Table of 2023/24 Annual Report was table to Council on the 27th Jan 2024	Table of 2023/24 Annual Report to be signed by the 31st Jan 2024	no changes	-	-	no changes	158			
		Adherence to legislative requirement	Submission of Final 2023/24 Annual Report National & Provincial Government signed by the 30th Apr 2025	Q1/24	Q1/24	Y	IP/24	Final 2023/24 Annual Report submitted to Council on the 27th Apr 2024	Submit 2024/25 Annual Report National & Provincial Government signed by the 30th Apr 2025	no changes	Request of report & Submission of report to AG	Sign annual Report to AG for submission	Table of 2023/24 Annual Report to be signed by the 31st Jan 2024	Submit 2023/24 Annual Report to be signed by the 31st Jan 2024	no changes	159	
			Signing of Final 2024/2025 SDAP 28 Days After the Adoption of Final 2023/26 Budget	Q1/24	Q1/24	Y	IP/23	Final 2024/25 SDAP to be signed by the 28th May 2023	Signing of Final 2024/25 SDAP to be signed by the 28th May 2023	no changes	-	-	no changes	160			
			Numbers of quarterly Performance Reports submitted to council by the 30th June 2024	Q1/24	Q1/24	Q	IP/24	Four quarterly Performance reports to Council by the 30th June 2024	Four quarterly Performance reports to Council by the 30th June 2024	no changes	First quarter report	Second quarter report	Third quarter report	Fourth quarter report	no changes	161	
			Approved and Adopted IPD document by council by the 31st May 2025	Q1/24	Q1/24	Y	IP/27	2023/24 Draft IPD submitted to Council on the 31st May 2023	Approved and Adopted IPD document by Council by the 31st May 2025	no changes	Signing with LMs for development of District IDP	Meeting (traditional) all LMs to review IDP to Council	Table of 2023/24 Annual Report to be signed by the 31st Jan 2024	Approval of Final IDP by Council 31st May 2025	Final IDP & Council Report to be signed by the 31st May 2025	no changes	162
		Ceeflun, Ce adopter and implementer	Numbers of quarterly District IDP reports submitted by the 30th June 2025	Q1/24	Q1/24	Q	IP/24	02 District IDP Manager's Team to be on the 30th June 2024	Four District IDP Manager's Teams to be on the 30th June 2025	no changes	Q1 Report	Q2 Report	Q3 Report	Q4 Report	no changes	163	
		Project Development Model															
			Number Stakeholders Meetings with Sector Departments held by the 30 June 2025	Q1/24	Q1/24	Q	Q1/24	4 meetings with Sector Departments were held on the 30th of June 2023	Meeting with Sector Departments held by the 30 June 2025	no changes	-	1 Meeting	-	1 Meeting	Initiation, Agenda, Attribution Request and Review	no changes	164
			Number of Keynote fora held by the 30 June 2025	Q1/24	Q1/24	Q	Q1/24	2 meetings with and Keynote's for the 30th of June 2023	Four Keynote's for the 30th of June 2025	no changes	Q1 Report	Q2 Report	Q3 Report	Q4 Report	Initiation, Agenda, Attribution Request and Review	no changes	165
		To foster collaboration of social partners to improve the implementation of developmental initiatives in the districts.	Number of initiatives implemented by the 30 June 2025	Q1/24	Q1/24	Q	Q1/24	03 Mayoral initiatives were implemented during the period 12 Oct 2023 - 15 Mar 2024	04 initiatives to be held by 30 June 2025	Q3 initiatives to be held by 30 June 2025	1 initiative	1 initiative	1 initiative	1 initiative	Initiation, Agenda, Attribution Request and Review	no changes	166
		Functionality and Stability of Council	Number of Mayoral Committee meetings held by the 30 June 2025	Q1/24	Q1/24	Q	Q1/24	Four Mayoral Committee meetings to be held by the 30 June 2025	Added from Speakers Office	1 initiative	1 initiative	1 initiative	1 initiative	1 initiative	Initiation, Agenda, Attribution Request and Review	no changes	167
OFFICE OF THE SPEAKER																	
Public Participation																	

Promoting & Sustaining community system	Number of Ward Committee Trainings held by the 30 June 2025	164 (164)	164 (164)	0	PPG1	02 Training were conducted during the period under review -06 Feb 2024 -09 Feb 2024	56 ward committees participated in the training session by the June 2025	No changes	2 Training Sessions	1 Training session	1 Training Session	1 Training Sessions	Invitations, Attendance Register, Feedback & Report of the event	No changes	168
	Number of Council meetings held by the 30 June 2025	0 (0)	0 (0)	0	PPG2	NEW	Four Council meetings to be held between 30 June 2025	No changes	1 Training session	1 Training session	1 Training Session	1 Training Sessions	None, Agenda, Attendance Register	No changes	169
	Number of MPAC meetings held by the 30 June 2025	0 (0)	0 (0)	0	PPG3	Four MPAC meetings to be held between June 2025	Four MPAC meetings to be held between 30 June 2025	No changes	1 Training session	1 Training session	1 Training Session	1 Training Sessions	Invitations, Agenda, Attendance Register and Minutes	No changes	170
	Number of capacity building workshops held by MPAC members by the 31 December 2024	0 (0)	0 (0)	1	PPG5	One MPAC capacity building workshop held on the 5th of September 2024	One capacity building workshop to be held between 30 June 2025 and 31 December 2024	No changes	1 Training session	1 Training session	1 Training Session	1 Training Sessions	Invitations, Attendance Register, Feedback & Report of the event	No changes	171

Page 21 of 21