MAKANA
MUNICIPALITY | EASTERN CAPE

REPORT TO: COUNCIL

File Ref:...............................

Collaborator/ Item No............ SC 7.6

Date: 28 April 2026

SUBJECT: SERVICE DELIVERY BUDGET IMPLEMENTATION PLAN THIRD QUARTER PERFORMANCE REPORT 2025/26 FINANCIAL YEAR

REPORT DATE: 24th APRIL 2026 FROM MUNICIPAL MANAGER TO COUNCIL

1. PURPOSE:

The purpose of this report is for the Council to note the amendments made to Third quarter performance report 2025/26 Service Delivery Budget Implementation Plan (SDBIP).

2. LEGAL COMPLIANCE:

Municipal Finance Management Act 65 of 2003 (MFMA).

3. BACKGROUND

In- terms of MFMA Accounting officer must within 30 days after the end of each quarter submit a quarter performance report to the Council.

4. EXECUTIVE SUMMARY:

STATE OF THE SERVICE DELIVERY BUDGET IMPLEMENTATION PLAN (SDBIP)

Service Delivery Budget Implementation Plan is developed in terms of the Municipal Finance Management Act 2003, Circular 13 legislative requirements. The MFMA Act and Circular requires that Municipalities Mayor must develop approve and sign SDBIP with 28 Days after the Budget for new financial has been approved by Council.

IDP and Budget for 2025/26 financial year were approved by Council on the 29th of May 2025 subsequently to that SDBIP was approved on 27th June 2025. The MFMA also requires that the SDBIP must be reported to Council Quarterly within 30 days after the end of the quarter.

5. OVERVIEW THIRD QUARTER PERFORMANCE REPORT 2025-26 FINANCIAL YEAR

NO	MATRIX	NUMBER	PERCENTAGE
0.1	APPLICABLE KPI	47	100%
0.2	Achieved	30	64%
0.3	Partially Achieved	3	6%
0.4	Not Achieved	14	30%

5.1 SERVICE DELIVERY BUDGET IMPLEMENTATION PLAN KEY PERFORMANCE INDICATOR

KEY PERFORMANCE AREA		No Quarter Targets	Achieved	Partially/ Outstanding Achieved	% Of Achievement
0.1	Basic Service Delivery and Infrastructure Development	7	3	1	43%
0.2	Social Cohesion and Community Services	6	6	0	100%
0.3	LED and Planning	6	6	0	100%
0.4	Financial Viability and Management	7	4	2	57%
0.5	Institutional Development & Capacity Development	6	6	0	100%
0.6	Good Governance and Public Participation	13	5	0	38%
0.7	TOTAL	47	30	3	63%

5.2 QUARTERLY PERFORMANCE TRENDS

Period	Quarter One	Quarter Two	Quarter Three
Score	56%	52%	63%

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6. **CHALLENGES**

- Lack of cooperation from Directorates to adhere to the deadline of the submission of performance information and portfolio of evidence
- Actual performance, variance and corrective action not disclosed

8. **COMMENTS FROM OTHER DIRECTORATES**

NIL.

9. RECOMMENDATION

a) THAT the Service Delivery Budget Implementation Plan (SDBIP) THIRD Quarter Performance Report for 2025/26 financial year be adopted, subject to change to review by Internal Audit.

9. **Annexure 1:** THIRD Quarter Performance Status Report Top Layer

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Makana Local Municipality

Draft Third Quarter Performance Report 2025-26

Internal/ Indicator Code	Responsible Department	KPI Name	Mar-26							Overall Performance for March 2026 to March 2026			
			Original Target	Target Adjustments	Target	Target Description	Actual	Performance Comment	Corrective Measures	Original Target	Target	Actual	R
BSI 1.1	Engineering and Infrastructural Services	Replacement of 15 km ageing asbestose pipes to uPVC pipes	1	0	1	Complete design and advertising tender for contractor	0	Not Achieved		1	1	0	R
BSI [illegible]	Engineering and Infrastructural Services	Supply and Installation of Two (2) pumps at James Kleynhans WTW	0	0	0		0			0	0	0	N/A
BSI 1.2	Engineering and Infrastructural Services	Number of Smart water meters installed by 30th June 2026	1 200	0	1 200	1200	550	Not Achieved, only 550 were installed and Community refused the	Community awareness has been conducted.The	1 200	1 200	550	R
BSI 1.4	Engineering and Infrastructural Services	Replacement tar with Paving of 2 Km of surfaced municipal road in ward 6 and 9 by 30 September 2026	0	0	0		0			0	0	0	N/A
BSI 1.5	Engineering and Infrastructural Services	Replacement tar with Paving of surfaced municipal road(1.3 KM) in ward 5, 30 June	1	0	1	1 Km layerworks complete	1	Layer works have been completed		1	1	1	G
BSI 1.6	Engineering and Infrastructural Services	Supply and installation Gate, electric fencing(Phase A) by December 2025	0	0	0		0			0	0	0	N/A
BSI 1.7	Engineering and Infrastructural Services	Rehabilitation of Milner, African and lower high street circle by 30th March 2026	75%	0%	75%	surfarccing and Final touches	75%	Surfacing of the road works has been done	N/A	75%	75%	75%	G
BSI 1.8	Engineering and Infrastructural Services	Installtion of (4) Highmast by 30 June 2026	0	0	0		0			0	0	0	N/A

BSI 1.10	Engineering and Infrastructural Services	Percentage of water quality for level as per analysis certificate foa Makana Municiplity	97%	0%	97%		94%	94% Not Achieved due failures on ecoli caused by intermittent of water supply and low residual chlorine.	Ensuring of consistence water supply and ensuring chlorine level has been done.	97%	97%	94%	O
CSC 2.1	Public Safety and Community Services-	Number of illegal Dumping eradicated and revamp by 30 June 2026	2	4	6		9	Achieved- The department has managed to clear 9 illegal dumping sites and 2 were rehabilitated to food garden and	The department has adjusted the target from 2 to 6 sites to be cleared in a quarter this is due to procurement of TLB and	2	6	9	B
CSC 2.3	Public Safety and Community Services-	Number of Community Road safety awareness programme conducted	3	1	4		4	Achieved- Four (4) community awareness campaigns were conducted in quarter 3. The awarenesses were conducted by Library Services, Traffic Services, Fire Services and Environmental	The Directorate has adjusted the target from 3 to 4, this is to include/cover all departments within the directorate.	3	4	4	G
CSC 2.4	Public Safety and Community Services-	Number Community Stakeholder engagement conducted	2	0	2		2	Achieved- 2 stakeholders' engagement were conducted for quarter 3 for both stray animals and road safety.	N/A	2	2	2	G
CSC 2.5	Public Safety and Community Services-	Resucitate environemental Forum	1	0	1		1	Achieved- The department has developed draft terms of reference to resuscitate Environmental Forum	N/A	1	1	1	G
CSC 2.6	Public Safety and Community Services-	Percentage of refuse collection done inline with approved schedule	90%	0%	90%		90%	Achieved-The department has managed to cover 90% of scheduled areas on refuse collection.	N/A	90%	90%	90%	G
CSC 2.7	Public Safety and Community Services-	One(1)Enviromental Management plan developed by December 2025	0	0	0		0	Not Achieved		0	0	0	N/A

CSC 2.8	Public Safety and Community Services-	One(1) Intergrated Waste Management Plan(IWMP) Review and Approved by the 30th June 2025	0	0	0		0			0	0	0	N/A
CSC 2.9	Public Safety and Community Services-	Management, operation, and maintenance of landfill sites by June 2025	3	0	3		3	Achieved-Reports for the Management of Landfill site was prepared and submitted to court through Legal Office	N/A	3	3	3	G
CSC 2.10	Public Safety and Community Services-	Constrution of 1257m Landfill Site Blockwall by 30 June	0	0	0		0			0	0	0	N/A
LED 01	Local Economic Development and Planning	Monitor the review of LED Strategy	1	0	1	Report against Rollout plan	1	In relation to the roll out plan the department has secured financial commitment for the reviewal of the LED Strategy and has implemented the procurement of a		1	1	1	G
LED 02	Local Economic Development and Planning	Review of Spatial Development Framework (SDF)	1	0	1	Report against Rollout plan	1	In relation to the reviewal of the SDF the implementation of the roll out plan is within phase one of the project as per the adopted roll out plan. The district SBDM has undertaken the SCM processed for 2. A preliminary meeting was convened between Makana and SBDM on the 6th		1	1	1	G

LED 03	Local Economic Development and Planning	Number of work opportunities created through EPWP	50	0	50		50	The municipality has created work opportunities for 50 participants through EPWP.		50	50	50	G
LED 04	Local Economic Development and Planning	Number funding opportunities facilitated for SMME's	1	0	1		1	The municipality in its efforts to assist SMMEs to access funding opportunities, has assisted cooperatives to apply for the Imvaba Cooperative Fund and Nobuhle Design & Multipurpose Primary Cooperative Limited's application was approved for Imvaba Cooperative Funding.		1	1	1	G
LED 05	Local Economic Development and Planning	Number of SMME participating in the National Arts Festival	0	0	0		0			0	0	0	N/A
LED 06	Local Economic Development and Planning	Percentage of building plans exceeding 500 meters processe within 60 days after receveing complete application	90%	0%	90%		100%	Of the submitted building plans from January to March 2026 one building plan exceeds 500 meters. The building plan was submitted 11th February 2026 and was approved 31st March 2026.		90%	90%	100%	G2

LED 07	Local Economic Development and Planning	Construction of 178 RDP Houses in Makhanda East	18,75	0	18,75		18,75	We presented a report status report on the construction of 178 infill housing project to the Mayoral Committee on the		18,75	18,75	18,75	G
ICOD 4.1	Corporate and Shared Services	Number of reviewed organisational structures approved by council".	1	0	1	Draft table Council	9	All Departments have reviewed their structure, the next step is to table the structure to Council on the next quarter.	The structure will go together with IDP for Council approval	1	1	9	B
[illegible]	Corporate and Shared Services	Report - Number of positions adjusted in line with JE outcome.	1	0	1	Stage Three, Implementation of phase three	1	The positions were adjusted during the Job evaluation process. But most employees had queries about their adjusted positions and	The appeal process took place accordingly, the adjustments are still running smoothly as per the Job evaluation process.	1	1	1	G
ICOD 4.3	Corporate and Shared Services	Percentage reduction of vacancy rate	0%	0%	0%		0%			0%	0%	0%	N/A
ICOD 4.4	Corporate and Shared Services	Review of Human Resources Plan by 30th June 2026	1	0	1	Internal stakholder Consultation	0	It will be tabled to the Council for approval in the next quarter.	It will be tabled to the Council for approval in the next quarter.	1	1	0	R
ICOD 4.5	Corporate and Shared Services	Number of employees wellness programmes facilited	1	0	1		1	One program has been done so far. The Target has been met for this quarter.	One program has been done so far. Medical Aid presentation and Servicing of members, AVBOB and Old Mutual.	1	1	1	G
ICOD 4.6	Corporate and Shared Services	Percentage number of Human Resources policies review inline with Policy register	1	0	1		0	Due to poor attendance of staff or employees, the policies were not reviewed in this	In this next quarter Human resource will try to review other policies in terms of conducting Policy Roadshows.	1	1	0	R

ICOD 4.8	Corporate and Shared Services	Percentage of vacant filled inline recruitment plan	1	0	1	Report on Recruitment Plan	7	Vacancies filled from January 2026 to March 2026 are 7 in total.	Vacancies will be added in line with the recruitment plan once the plan has been approved by the Council.	1	1	7	B
ICOD 4.9	Corporate and Shared Services	Submission of Equity Employment Plan to labour	1	0	1	15th April to Dept of Labour	9	Submission was done at Department of	Submission was done at Department of	1	1	9	B
ICOD 4.10	Corporate and Shared Services	Report number of people from employment equity groups employed in the three highest levels of	1	0	1		2	There is a Female and a male that got hired in these types of positions.	In line with this requirement the municipality aims to employ more people in the following quarter.	1	1	2	B
FVM 5.1	Budget & Treasury Office	% of billed revenue collected	65%	0%	65%		56,40%	None payment by consumers, the vehicles were taken by the	Not Achieved	65%	65%	56,40%	O
FVM 5.2	Budget & Treasury Office	Percentage of capital actually spent on capital project	65%	0%	65%		57%	Flood damage is under litigation& 2 projects that were not procured(	Not Achieved	65%	65%	57%	O
FVM 5.3	Budget & Treasury Office	Ratio in respect of Debtor Payment Days)	40:01:00	00:01	40:01:00	Days	25:01:00	Achieved		40:01:00	40:01:00	25:01:00	B
FVM 5.4	Budget & Treasury Office	Cash to cover fixed operating expenditure	01:01	00:01	01:01	Month	01:01	Achieved		01:01	01:01	01:01	G
FVM 5.5	Budget & Treasury Office	Percentage of the municipality's operating budget spent on indigent relief for free basic services	2%	0%	2%		2%	Achieved		2%	2%	2%	G
FVM 6.6	Budget & Treasury Office	Percentage of Payments of creditor within 30 days	97%	0%	97%		98%	Achieved		97%	97%	98%	G2
FVM 6.7	Budget & Treasury Office	% of budget actually spent on implememtating workplace skills plan	0	0	0		0			0	0	0	N/A
FVM 6.8	Budget & Treasury Office	% of operational budget allocated for repairs and maintanance	0	0	0		0			0	0	0	N/A
FVM 6.9	Budget & Treasury Office	% of Conditional grants budget spent	0	0	0		0			0	0	0	N/A
FVM 6.10	Budget & Treasury Office	Number of MTREF's submitted to Council by 31 May	0	0	0		0			0	0	0	N/A

GGP 6.1	Municipal Manager	Number Stakeholder Consultation convened	1	0	1		0			1	1	0	R
GGP 6.2	Municipal Manager	Development Customer complaints Management System	1	0	1		1	Achieved, Total number incidenet reported are 1036. Total number incident completed 624.		1	1	1	G
GGP 6.3	Municipal Manager	Qualified audit opion	1	0	1	Qualified audit option achieved	0	The target is not because the municipality obtained disclaimer audit opinion.	1. The municipality is now addressing prior year findings to ensure that they are not occurring in the current financial year.	1	1	0	R
GGP 6.4	Municipal Manager	Percentage of Audit findings resolved quarterly inline with audit action plan milestones.	70%	0%	70%		50%	The directorates do not update on time on the AG action plan.	The municipality is now web-based portal to update the progress is no longer using excel spread sheet.	70%	70%	50%	R
GGP 6.5	Municipal Manager	Percentage of Risk Based Audit Plan (RBAP) Implemented	90%	0%	90%		90%	N/A	N/A	90%	90%	90%	G
GGP 6.6	Municipal Manager	Percentage of risk mitigation implemented quarterly	70%	0%	70%		0%	Third quarter Risk Management Committee is not yet convened to finalise the report	The report will be submitted after the sitting of the committee.	70%	70%	0%	R
GGP 6.7	Municipal Manager	Compliance to MFMA Requirements	90%	0%	90%		0%	Third quarter Risk Management Committee is not yet convened to finalise the report	The report will be submitted after the sitting of the committee.	90%	90%	0%	R
GGP 6.8	Municipal Manager	Percentage(FRP) milestone achieved quarterly	70%	0%	70%		70%	N/A	N/A	70%	70%	70%	G
GGP 6.9	Municipal Manager	Percenage of ICT implementation plan is achieved	60%	0%	60%		0%	1.The Municipality has still not procured the Financial ERP System as planned due to Provincial and National Treasury not yet given the Municipality the green light and permission to	1:The ICT Due Diligence and other BTO Mscoa compliance were done by the Municipality.As part of compliance Treasury is assessing all the reports that were sent by the Munici-pality bothe ICT	60%	60%	0%	R

GGP 6.10	Municipal Manager	Covene Mayoral Imbizo and IDP-Budgt Roads Shows on or before end of March annualy	0	0	0		14	Convene all wards in Folleys Ground on the 19th March 2026.		0	0	14	B
GGP 6.11	Municipal Manager	Percentage of ward committees that are functional (meet four times a year, are quorate, and have an action plan)	100%	0%	100%		100%	they seat every month and submitt their reports in the office of the Speaker		100%	100%	100%	G
GGP 6.12	Municipal Manager	100% Implementation of Council resolution	90%	0%	90%		0%			90%	90%	0%	R
GGP 6.13	Municipal Manager	Resacitate of Local HIV/Aids Council	1	0	1		0			1	1	0	R
GGP 6.14	Municipal Manager	100% implementation of the Communication action plan by 30 June 2025	100%	0%	100%		0%			100%	100%	0%	R
GGP 6.15	Municipal Manager	Number of work opportunities created through CWP	500	0	500		0			500	500	0	R
GGP 6.15	Municipal Manager - Municipal Manager	Reduce fruitless & wasteful expenditure by 75% Annually	0%	0%	0%		0%			0%	0%	0%	N/A
GGP 6.16	Municipal Manager	Reduce irregualar expenditure by 75% Annual	0%	0%	0%		0%			0%	0%	0%	N/A
GGP 6.17	Municipal Manager - Municipal Manager	Eliminate unauthorised expenditureby 75% Annually	0%	0%	0%		0%			0%	0%	0%	N/A
BSI 1.11	Engineering and Infrastructural Services	Appointment of Contractor and site establishment for Phase B by 30 June 2026	1	0	1	(Phase B) Development and complete ternder document	1	The Tender was advertised on the 20th of March 2026		1	1	1	G