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MAKANA MUNICIPALITY

FIRST QUARTER AUDITED PERFORMANCE ASSESSMENT

Report Title	**Audited Performance Report 1st quarter**
Document Reference	**PI 001**
File Reference	**1/10/1/2**
Report Date	**11 November 2026**
Source Document	**Service Delivery Budget Implementation Plan (SDBIP)**
Report Prepared by	**Strategic Planning and Monitoring**
Financial Year	**2026-27**

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1. PURPOSE

The purpose of this report is to inform Council regarding the progress made with the implementation the of the Key Performance Indicators (KPI's) in the realization of the development priorities and objectives as determined in the Municipality's Integrated Development Plan (IDP) as well as in the Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP) for the Third quarter (01 April – 30 June) of the 2026-27 financial year.

2. LEGISLATIVE REQUIREMENTS

(a) The SDBIP is defined in terms of Section 1 of the Local Government: Municipal Finance Management Act, 56 (Act 56 of 2003) (MFMA), and the format of the SDBIP is prescribed by the MFMA Circular 13.

(b) Section 41(1)(e) of the Local Government: Municipal Systems Act, 32 (Act 32 of 2000) (MSA), prescribes that a process must be established of regular reporting to Council.

(c) This report is a requirement in terms of Section 52 of the MFMA which provide for: The Executive Mayor, to submit to council within 30 days of the end of each quarter, a report on the implementation of the budget and financial state of affairs of the municipality; The Accounting Officer, while conducting the above, must take into account: Section 71 Reports; Performance in line with the Service Delivery and Budget Implementation Plans.

3. PROCEUDRE ON MONITORING AND EVALUATION OF THE SDBIP

(a) The Municipality's SDBIP consists of a Top Layer (TL) Institutional Scorecard as well as a Directorate Scorecard for each individual Directorate

(b) For purposes of reporting, the TL SDBIP is used to report to Council and the Community on the organisational performance of the Municipality.

(c) The TL SDBIP measures the achievement of performance indicators with regards to the provision of basic services as prescribed by Section 10 of the Local Government: Municipal Planning and Performance Regulations of 2001, National Key Performance Areas and Strategic Objectives as detailed in the Integrated Development Plan (IDP) of the Makana Municipality. The Top Layer SDBIP 2026-27 was approved by the Executive Mayor on 28 June 2026

(d) The Departmental SDBIP measures the achievement of performance indicators that have been determined with regard to operational service delivery within each directorate and have been aligned with the Top Layer SDBIP. The directorate have been approved by the Municipal Manager

(e) The Quarterly Performance Assessment Report is structured to report on the eight (6) Municipal Key Performance Areas.

(f) The overall assessment of actual performance against targets set for the key performance Indicators as documented in the SDBIP it is illustrated in terms of the following assessment methodology:

(g) The Performance Management System is on Electronic based system and it uses, as its basis, the approved SDBIP. The SDBIP is a layered plan comprising Top Layer SDBIP and Directorate SDBIPs.

(h) Performance reports on the Top Layer SDBIP is submitted to the Executive Mayoral Committee and Council on a quarterly, half yearly (Mid-year Budget and Performance Assessment Report)

and annual basis (annual amendments to the Top Layer SDBIP must be approved by Council following the submission of the Mid-year Budget and Performance Assessment Report and the approval of the adjustments budget).

(i) This non-financial part of the report is based on the Top Layer SDBIP 2026-27 and comprises the following:

- Summary of the overall performance of the Municipality Key Performance Areas of Local Government;
- Summary of the overall performance of the Municipality in terms of Directorate Scorecard (DC); and
- A detailed performance review per Municipal Key Performance Area (MKPA).

(J) The overall assessment of actual performance against targets set for the key performance indicators as documented in the SDBIP is illustrated in terms of the following assessment methodology:

Colour	Category	Explanation
	KPI Achieved	Actual vs. target 100% achieved
	Not Achieved	No progress have been made
	Partially Met	Target almost met 90% and above

(k) Reporting of performance information requires key performance indicator owners to update **performance comment for each actual result captured,** provide portfolio of evidence (POE) for auditing purposes for all achieved targets and provided reason for deviation for those target not achieved .

4 FIRST QUARTER PERFORMANCE INFORMATION:

Municipal System Act require that performance information be reported to Council within 30 days after end of each quarter. First quarter Performance Mun Soft was opened in September 2026 to all Directorate for them to capture performance information on the Mun soft system (Action Assist) and closing date was 9 August 2026.

Directorate	Submission Date
MM Office	12 October 2026
Corporate and Shared Services	11 October 2026
LED and Planning	9 October 2026
Basic Services	12 October 2026
Public Safety & Community Service	11 October 2026
Budget and Treasury Office	16 October 2026

5. ACTUAL OVERALL PERFORMANCEKEY PERFORMANCE AREAS (KPA) FIRST QUARTER PERFORMANCE REPORT

DIRECTORATE	NO OF QUARTER ONE TARGET	NO OF TARGETS ACHIEVED IN QUARTER 1	NOT ACHIEVED IN QUARTER 1	%
BACIC SERVICES	9	4	5	57.14%
SOCIAL COHESION AND COMMUNITY SERVICES	11	11	0	100%
LOCAL ECONOMIC DEVELOPMENT AND PLANNING	5	4	1	80%
FINANCIAL VIABILITY AND MANAGEMENT	7	1	6	14.28%
INSTITUTIONAL DEVELOPMENT AND CAPACITY DEVELOPMENT	1	1	0	100%
GOOD GOVERNANCE AND PUBLIC PARTICIPATION	9	2	7	22.22%
TOTAL	42	23	19	54.72 %

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

7. ASSURANCE OF THE PERFORMANCE INFORMATION:

This report has been audited by the Internal Audit unit

8. INTERVENTION TO IMPROVE PERFORMANCE INFORMATION:

- **PMS Champions trained on Mun soft (Action assist) to report performance**
- **Recap Training for PMS Champions and Managers**

Makana Local Municipality

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Internal Ref / Indicator Code	KPI Name	Annual Target	Quarter One	Source of evidence	Met/Not Met as per PMS report
BSI 1.1	Number of milestones in the Replacement of 15km Asbestos Pipes Achieved	10km completed	Appointment of Service Provider, Site Establishment, 0.5km completed	Progress Report from Consultant	Not Met
BSI 1.2	Number of milestones achieved in the refurbishment of Alicedale Pump Station no.1 & 2	Refurbishment of Alicedale sewer pump station No1 completed	Design and tender document and award	Practical or completion certificate	Not Met
BSI 1.3	Number of Smart water meters installed by 30th June 2027	1880	200	Progress Report	Met
BSI 1.4	Completion of 1.3 Km upgrade of Phase 2 Makana Way	1.3 km completed	Project Completed	Practical or Completion certificate	Met
BSI 1.5	Upgrading of African, Lower High, Cawood and Hights Street	Layer works completed of african, lower high, cawood and high street	Planning and Design	Progress Report	Met
BSI 1.8	Percentage of water quality for level as per analysis certificate for Makana Municipality	97%	97%	Laboratory Water Quality Results	Not Met
BSI 1.9	Number of milestones achieved in the upgrade of Sports Facilities in Oval Stadium, Lavender Valley Makhanda	Completion of the upgrading of the stadiums	Appointment of the contractor	Appointment Letter	Met

BSI 1.11	Number of milestones in the refurbishment of Transrivier Stadium	4 - Appointment of contractor	Advertise and Appointment of Consultant	Appointment Letter	Not Met
BSI 1.12	Number of internal roads upgraded by 30 June 2027	Upgrading of extention 4 and 5 streets	Appointment of the consultant -Design and Planning	Progress Report	Not Met
			COMMUNITY SERVICES		
CSC 2.1	Number of illegal Dumping sites eradicated by 30 June 2027	24	6	Quartely Report Before and after photos with dates and location	Met
CSC 2.2	Number of illegal dumping sites revamped by June 2027	4	1	Quartely Report Before and after photos with dates and location	Met
CSC 2.3	Number of Transport Safety Awareness programmes conducted	12	3	Invitation Agenda Attendance Registers	Met
CSC 2.4	Number of Environmental awareness programmes conducted	8	2	Invitation Agenda Attendance Registers	Met
CSC 2.5	Number of Library Awareness programmes conducted	8	2	Invitation Agenda Attendance Registers	Met
CSC 2.6	Number of Fire Awareness programmes conducted	12	3	Invitation Agenda Attendance Registers	Met
CSC 2.7	Number of Disaster Awareness programmes conducted	4	1	Invitation Agenda Attendance Registers	Met

CSC 2.8	Number Community Stakeholder engagement conducted by 30 June 2027	8	2	Invitation Agenda Attendance Registers	Met
CSC 2.9	Number of Environmental Forum Meetings held	4	1	Invitation Agenda Attendance Registers	Met
CSC 2.10	Percentage of refuse collection done inline with approved schedule.	90%	90%	Refuse collection schedule Tracking Report of Routes	Met
CSC 2.11	Number of planned activities completed on the schedule on the calendar day.	8	2	Invitation Agenda Attendance Registers	Met
			LED		
LED 3.3	Number of business license applications received and processed	80%	80%	Register of Applications received and processed	Met
LED 3.4	Number of Strategic Partnerships established to support local enterprises/SMMEs	4	1	Quarterly Report	Not Met
LED 3.6	Percentage of building plan applications processed within the legislated timeframes (within 60 days after receiving completed application)	90%	90%	Register of building plans applications Process Applications	Met
LED 3.7	PercentageTurnaround time for the processing of land use applications (12 months) in accordance to SPLUMA	90%	90%	Register of Land Use applications	Met

LED 3.8	Construction of 178 of RDP units in Makhanda East	75	15	List of Beneficiaries Progress report	Met
INSTITUTIONAL CAPACITY AND ORGANISATIONAL DEVELOPMENT					
ICOD 4.4	Number of employees wellness programmes facilitated	4	1	Invitation Agenda Attendance Register	Met
FINANCIAL VIABILITY					
FVM 5.1	% of billed revenue collected	70% of annual billed and monthly billed income by 30th June 2027	40%	Section 71 Financial report	Met
FVM 5.2	Percentage of capital actually spent on capital project	95% of the approved capital budget actually spent	15%	Section 52(d)/ 71 Financial report	Not Met
FVM 5.3	Ratio in respect of Debtor Payment Days	40 days	40 days	Debtors payment report	Not Met
FVM 5.4	Cash to cover fixed operating expenditure	2 months	1 month	Expenditure Report	Not Met
FVM 5.5	Percentage of the municipality's operating budget spent on indigent relief for free basic services	2%	3,50%	Operating Budget	Not Met
FVM 5.6	Percentage of Payments of creditor within 30 days	100%	93%	Expenditure Report	Not Met
FVM 5.8	% of Conditional grants budget spent	95%	15%	Capital Expenditure Report	Not Met
Good Governance and Public Participation					

GGP 6.1	Number Stakeholder Consultation convened	4	1	Invitation Agenda Attendance Register	Met
GGP 6.4	Percentage of risk mitigation implemented quarterly	70%	70%	Risk Report	Not Met
GGP 6.5	Compliance to MFMA Requirements	90%	90%	Compliance register	Not Met
GGP 6.6	Percentage(FRP) milestone achieved quarterly	80%	50%	Financial Recovery Plan	Not Met
GGP 6.7	Number of milestones achieved towards implementing ICT Governance Framework by 30 June 2027	Conduct ICT maturity assessment and compliance	1	ICT implementation report	Not Met
GGP 6.8	Number of ward committees that are functional (meet four times a year, quorate and have action plan)	13	13	Attendance registers	Met
GGP 6.9	90% Implementation of Council Resolution	90%	90%	Council Resolution Register	Not Met
GGP 6.10	Number of Local Aids Council meetings held quarterly	4	1	Invitation Agenda Attendance Registers	Not Met
GGP 6.11	Number of awareness programmes	4	1	Invitation Agenda Attendance Regiter	Not Met