



## 2025/26 SECOND QUARTER INSTITUTIONAL PERFORMANCE REPORT

### A. INTRODUCTION

Section 41 1 (c) of the Municipal Systems Act No. 56 of 2003 requires that the Municipality must in terms of its performance management system and in accordance with any regulation and guidelines that may be prescribed with regard to each of those development priorities, objectives and against the key performance indicators and targets set in terms of paragraphs (a) and (b)

i) Monitor performance and

ii) Measure and review performance at least once per year.

Municipalities are required to manage the development of the institutions Performance Management System. In terms of Section 39 of the Municipal Systems Act 32 of 2000 the responsibility is assigned to the Municipal Manager, and he/she should submit the proposed system to the Municipal Council for adoption.

This has been achieved through the adoption of the Amahlathi's Organisational Performance Management System Policy and the 2025/26 SDBIP for monitoring and review of performance.

At a strategic level the 2022-27 IDP (five-year plan) of a municipality forms the basis for performance management, whilst at operational level the annual SDBIP forms the basis of a monitoring tool to assess the achievement of set indicators as enshrined in the approved IDP. The IDP is a long-term plan and by its nature the performance measures associated with it will have a long-term focus, measuring whether a municipality is achieving its IDP objectives.

The measures set for the Municipality at institutional level is captured in an institutional scorecard (SDBIP) structured in terms of the preferred performance management model of the Amahlathi Local Municipality which the Key Performance Area Model. The measures at operational level are to be captured in the operational plans of the various Departments in the Municipality.

### B. PURPOSE

The purpose of this report is to account to public on the 2025/2026 second quarter institutional performance of Amahlathi Local Municipality. The report contains information which is based on the SDBIP formulated for the financial year 2025/2026. The information of the report concentrates on both the financial and service delivery performance assessment as contained in the municipality's Service Delivery and Budget Implementation Plan (SDBIP).

### C. SERVICE DELIVERY PERFORMANCE ASSESSMENT

#### i. EARLY WARNING MECHANISMS

Performance Management System serves as an early warning mechanism that is used to respond to the outcomes measured with corrective interventions that indicates the so-called "gaps" in the levels of service delivery to the community. It is therefore important that regular monitoring, measurements and reviews are executed timeously in order to identify those areas within which performance levels are to be found below satisfactory.

#### ii. MUNICIPAL MANAGERS REVIEWS (SITS ON QUARTERLY BASIS)

Departments will then need to report on their performance in the required format to the Municipal Manager. Additional indicators that occur in the strategic and operational plans will also be reviewed. The formulation of a strategic scorecard and the process of review will be co-ordinated by the Performance Management team.

The Municipal Manager's Review Panel will need to reflect on whether targets are being achieved, what are the reasons for targets not being achieved where applicable and corrective action that may be necessary.

The report is based on the analysed and evaluated information through a process whereby information of the key performance area, objectives, key performance indicators, programmes /projects reflect the Integrated Development Plan objectives of the Municipality for 2025/2026 financial year. Institutional and departmental performance of Amahlathi Local Municipality is based on the Service Delivery Budget Implementation Plan (SDBIP) scorecard. The SDBIP of the municipality comprises of five Key Performance Areas which are derived from Local Government's Strategic Agenda and are aligned to our IDP cluster approach. These are:

▣ Basic Service Delivery and Infrastructure Development.

▣ Municipal Financial Viability.

Good Governance and Public Participation.  
Local Economic Development; and  
Municipal Transformation and Institutional Development

#### D. SUMMARY OF THE INSTITUTIONAL PERFORMANCE FOR THE SECOND QUARTER

Below is the overall performance achievement in percentage form for the second quarter of the 2025/26 financial year:

INSTITUTIONAL PERFORMANCE						
KPA	Total target	N/A Target	Targets for the period	Met	Not Met	2nd Quarter
SDI	31	0	31	30	1	96,77
MFV	11	1	10	8	2	80,00
GGP	19	0	19	19	0	100,00
LED	15	1	14	14	0	100,00
MTI	14	0	14	11	3	78,57
<b>Overall Performance</b>	<b>90</b>	<b>2</b>	<b>88</b>	<b>82</b>	<b>6</b>	<b>93,18</b>

ENGINEERING SERVICES						
KPA	Total target	N/A Target	Targets for the period	Met	Not Met	2nd Quarter %
SDI	18	0	18	17	1	94,44
MFV	2	0	2	1	1	50,00
GGP	2	0	2	2	0	100,00
LED	2	0	2	2	0	100,00
MTI	2	0	2	0	2	0,00
<b>Overall Performance</b>	<b>26</b>	<b>0</b>	<b>26</b>	<b>22</b>	<b>4</b>	<b>84,62</b>

COMMUNITY SERVICES						
KPA	Total target	N/A Targets	Targets for the period	Met	Not Met	2nd Quarter %
SDI	10	0	10	10	0	100,00
MFV	2	0	2	1	1	50,00
GGP	2	0	2	2	0	100,00
LED	1	1	0	0	0	0,00
MTI	1	0	1	1	0	100,00
<b>Overall Performance</b>	<b>16</b>	<b>1</b>	<b>15</b>	<b>14</b>	<b>1</b>	<b>93,33</b>

BUDGET AND TREASURY						
KPA	Total target	N/A Target	Targets for the period	Met	Not Met	2nd Quarter %
MFV	9	1	8	6	2	75,00
GGP	4	0	4	4	0	100,00
LED	1	0	1	1	0	100,00
MTI	1	0	1	0	1	0,00

<b>Overall Performance</b>	<b>15</b>	<b>1</b>	<b>14</b>	<b>11</b>	<b>3</b>	<b>78,57</b>
----------------------------	-----------	----------	-----------	-----------	----------	--------------

<b>EXECUTIVE SERVICES</b>						
<b>KPA</b>	<b>Total target</b>	<b>N/A Target</b>	<b>Targets for the period</b>	<b>Met</b>	<b>Not Met</b>	<b>2nd Quarter%</b>
SDI	1	0	1	1	0	100,00
MFV	1	0	1	0	1	0,00
GGP	14	0	14	14	0	100,00
LED	1	0	1	1	0	0,00
MTI	2	0	2	2	0	100,00
<b>Overall Performance</b>	<b>19</b>	<b>0</b>	<b>19</b>	<b>18</b>	<b>1</b>	<b>94,74</b>

<b>PLANNING AND DEVELOPMENT</b>						
<b>KPA</b>	<b>Total target</b>	<b>N/A Target</b>	<b>Targets for the period</b>	<b>Met</b>	<b>Not Met</b>	<b>2nd Quarter %</b>
SDI	2	0	2	2	0	100,00
MFV	1	0	1	0	1	0,00
LED	10	0	10	10	0	100,00
GGP	2	0	2	2	0	100,00
MTI	1	0	1	1	0	100,00
<b>Overall Performance</b>	<b>16</b>	<b>0</b>	<b>16</b>	<b>15</b>	<b>1</b>	<b>93,75</b>

<b>CORPORATE SERVICES</b>						
<b>KPA</b>	<b>Total target</b>	<b>N/A Target</b>	<b>Targets for the period</b>	<b>Met</b>	<b>Not Met</b>	<b>2nd Quarter %</b>
GGP	5	0	5	5	0	100,00
MTI	12	0	12	11	1	91,67
<b>Overall Performance</b>	<b>17</b>	<b>0</b>	<b>17</b>	<b>16</b>	<b>1</b>	<b>94,12</b>













Item No.	Issue / Objective	Current Status	Target Date	Responsible Officer	Progress / Action Plan	Remarks			
5.2	Provide good labor environment through employee welfare measures like regular meetings	Local labor camp (LLC) Relative information sessions held	4.18 Information sessions / Training held	No of LLC meetings	4.18 Information sessions / Training held	1. No. of LLC meetings 2. Report of the meeting 3. Significance of the meeting 4. Register of the meeting 5. Significance of the meeting 6. Session or Workshop Material (Newspaper, Training Material etc.)	N/A	N/A	N/A (Director, Corporate Services)
5.3	Efficient and effective utilization of crowd resource	Develop and implement a bonded training and development programme for employees	4.18 Information sessions / Training held	No of trainings organized for employees	4.18 Information sessions / Training held	1. Training calendar for employees 2. Second attendance register	Open	N/A	N/A (Director, Corporate Services)
5.4	To ensure compliance and proper use of crowd resource	Implement system to monitor compliance with legal requirements, standards, and internal control	4.18 Information sessions / Training held	No. of reports on compliance with legal requirements, standards, and internal control	4.18 Information sessions / Training held	1. Report on the compliance with legal requirements, standards, and internal control 2. Management system for compliance with legal requirements, standards, and internal control 3. Management system for compliance with legal requirements, standards, and internal control 4. Management system for compliance with legal requirements, standards, and internal control	Open	N/A	N/A (Director, Corporate Services)
5.5	To ensure compliance and proper use of crowd resource	Implement system to monitor compliance with legal requirements, standards, and internal control	4.18 Information sessions / Training held	No. of reports on compliance with legal requirements, standards, and internal control	4.18 Information sessions / Training held	1. Report on the compliance with legal requirements, standards, and internal control 2. Management system for compliance with legal requirements, standards, and internal control 3. Management system for compliance with legal requirements, standards, and internal control 4. Management system for compliance with legal requirements, standards, and internal control	Open	N/A	N/A (Director, Corporate Services)
5.6	To ensure compliance and proper use of crowd resource	Implement system to monitor compliance with legal requirements, standards, and internal control	4.18 Information sessions / Training held	No. of reports on compliance with legal requirements, standards, and internal control	4.18 Information sessions / Training held	1. Report on the compliance with legal requirements, standards, and internal control 2. Management system for compliance with legal requirements, standards, and internal control 3. Management system for compliance with legal requirements, standards, and internal control 4. Management system for compliance with legal requirements, standards, and internal control	Open	N/A	N/A (Director, Corporate Services)
5.7	To ensure compliance and proper use of crowd resource	Implement system to monitor compliance with legal requirements, standards, and internal control	4.18 Information sessions / Training held	No. of reports on compliance with legal requirements, standards, and internal control	4.18 Information sessions / Training held	1. Report on the compliance with legal requirements, standards, and internal control 2. Management system for compliance with legal requirements, standards, and internal control 3. Management system for compliance with legal requirements, standards, and internal control 4. Management system for compliance with legal requirements, standards, and internal control	Open	N/A	N/A (Director, Corporate Services)

DR. Z. SHAH  
DATE 23/01/2026