



## EXTRACT FROM THE COUNCIL MINUTES HELD ON 30 MARCH 2026

Item A56.03.2026

### AMENDMENT TO THE 2025/2026 REVISED TOP LAYER SDBIP

M Dunn: Manager Performance and Risk Management

(Ref.: 6/39/2)

#### PURPOSE

To approve amendment to the 2025/2026 revised Top Layer Service Delivery and Budget Implementation Plan (SDBIP).

#### BACKGROUND

The 2025/2026 revised Top Layer SDBIP was approved by Council on 23 February 2026, Item A42.

#### Amendments:

KPI TL 14 – To amend the wording to include *Training* in the KPI name

KPI TL 29 – To amend the Source of Evidence from *Council agenda* to *Portfolio Committee Minutes* to ensure alignment with the KPI Name and Unit of Measurement.

KPI TL 32 – To amend the annual and June target to **0**.

#### Reason for amendment

The Climate Change Act (Act 22 of 2024) binds municipalities to undertake climate change Needs and Response Assessments (Section 17(1)(a)) and to integrate climate considerations into planning (Section 4). Because Section 17(3)(c) requires response plans to comply with any Ministerially prescribed requirements, including technical guidelines, failure to align with the Needs and Response Assessment Technical Guidelines may mean the municipality cannot demonstrate full compliance with the Act.

As the development of the Overberg District Municipality's Needs and Response Assessment (NRA) preceded the publication of the Draft Technical Guidelines for the Development of Climate Change NRAs and Implementation Plans (DFFE, 2026), the ODM NRA was reviewed to identify any gaps relative to the impending requirements. In this context, a workshop on the Draft Guidelines was held in the Western Cape on 03 February 2026, providing officials with an opportunity to comment on the feasibility, practicality, and content of the guidelines. At the previous council meeting, the progress on the required Climate Change Needs and Response Assessment (NRA) was reported. The identified way forward was to publish the draft document for public consultation in February 2026 and submit the document to Council by June 2026.

Following the release of the draft Technical Guidelines by the Department of Forestry, Fisheries and the Environment (DFFE), these timelines are no longer feasible.

**Motivation:**

1. Section 17(3)(c) requires the NRA and Implementation Plan to comply fully with Ministerial guidelines. The DFFE confirmed during the 03 February 2026 workshop that any NRA not aligned with all prescribed requirements would be considered non-compliant, which could have implications for statutory reporting, access to climate funding, and the credibility of municipal planning.
2. The Draft Technical Guidelines, which set out requirements across adaptation, mitigation, mainstreaming, implementation, and monitoring & evaluation, will only be finalised by February 2027.

**Way forward**

The development timeline for the ODM NRA and Implementation Plan must be revised to align with the national guideline finalisation process to ensure full legal compliance.

**The gaps will be addressed accordingly and in collaboration with key contributors such as DFFE: Local Government Support, DEA&DP, SALGA, local municipalities, Overberg Climate Change and Biodiversity Forum, and ODM departments.**

(Amendments are in red)

Ref	KPI Name	Description of Unit of Measurement	Source of Evidence	OT	RT	Quarter 1		Quarter 2		Quarter 3		Quarter 4	
						OT	RT	OT	RT	OT	RT	OT	RT
TL14	Percentage of Municipal <b>training</b> budget to be spent on the implementation of the Workplace Skills Plan by 30 June (Reg).	% of Municipal training budget spent per annum on the WSP (Actual spent on Training/ Total Training Budget).	Project Report on Financial system	0.37 %	90 %	0%	0%	0%	0%	0%	0%	0.37 %	90 %
TL29	Report annually to the Community Services Portfolio Committee on the outcome of Karwyderskraal Landfill site adherence to the permit conditions	Report submitted to the Community Services Portfolio Committee per annum	<b>Council agenda Portfolio Committee</b> Minutes where report was submitted	1	1	0	0	0	0	1	0	0	0

TL32	Report the draft outcome of the climate change needs and response assessment for the Overberg district to Council by June.	Draft outcome submitted to Council	Council minutes where report was tabled	1	0	0	0	0	0	0	0	1	0
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**APPLICABLE ACTS AND REGULATIONS**

Municipal Finance Management Act, 56 of 2003 – Section 54(c).

**RESOLVED:** (Proposed by Ald. H Coetzee and seconded by Ald. J Nieuwoudt)

- 1) Council approves the amendments to KPIs TL14, TL29 and TL 32 of the Revised Top Layer Service Delivery and Budget Implementation Plan of 2025/2026.

**CERTIFIED A TRUE EXTRACT FROM THE MINUTES OF THE COUNCIL MEETING HELD ON 30 MARCH 2026.**



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**E PHILLIPS**  
**ACTING MUNICIPAL MANAGER**