

WATERBERG DISTRICT MUNICIPALITY



2021/2022 3RD QUARTER PERFORMANCE ASSESSMENT REPORT

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1. INTRODUCTION

1.1 Introduction

This is the 3rd Quarter 2021/22 Performance Assessment Report of Waterberg District Municipality which was compiled in accordance with sections 72 and section 121 of the Municipal Finance Management Act, 56 of 2003 read with the Municipal Systems Act, 32 of 2000, section 46(1) and (2) as well as the MFMA Circular 11 and 32 on annual reporting.

In the 3rd Quarter under review 2021/2022 Waterberg District Municipality had seven departments, namely: Office of the Municipal Manager, Budget and Treasury Office, Corporate support and shared services, Social Development and Community Service, Planning and Economic Development, Infrastructure Development, and Executive Support.

This report covers the performance information from 1 January to 31 March 2022 and focus on the implementation of Service Delivery Budget and Implementation Plan (SDBIP) which is the implementation tool of the Integrated Development Plan (IDP).

1.2 Institutional Performance Management Process Overview

The District Municipality has attempted to comply with all legislative requirements concerning the development, operations and maintenance of the performance management system that commensurate with the available resources of the institution.

- The 2021/2022 IDP review included the strategic objectives, strategies and key performance indicators (KPIs) as required by the municipal systems act 32 of 2000. The IDP was approved by council on 27 May 2021.
- The 2021/2022 Budget for implementation of IDP was approved within the prescribed timelines as required by Municipal Finance management Act 56 of 2003.
- The Executive Mayor approved the SDBIP on the 11 June 2021 as required by section 53 (c) (ii) of the MFMA, Act 56 2003. The Notice was issued to publicize the approved documents and the IDP, Budget and SDBIP was placed on the website.
- Performance agreement with performance plans were developed in line with the approved SDBIP as required by Municipal Regulations; 2006. Six Senior Managers signed the Performance agreement including the Municipal Manager. The Agreements were submitted to the MEC of Local Government as required.
- Quarterly performance reports with supporting evidence were developed by departmental managers directly reporting to Municipal Manager (MM).
- The quarterly reports were objectively and independently audited by the Internal Audit Unit to verify and to confirm performance information as reflected in the reports. The unit also confirmed the credibility of the evidence that was submitted this quarter.
- The scoring method utilized was in line with the assessment rating calculator prescribed by the local Government: Municipal Performance Regulations for Municipal Manager and Managers Directly accountable to the Municipal Manager- Regulation 805 of 2006. An explanation is as per the table below:



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Rating	Terminology	Description	% Score
5	Outstanding performance	Performance far exceeds the standard expected of an employee at this level.	167
4	Performance significantly above expectations	Performance is significantly higher than the standard expected.	133 - 166
3	Fully effective	Performance fully meets the standards expected.	100 - 132
2	Performance not fully effective	Performance is below the standard required	67 - 99
1	Unacceptable performance	Performance does not meet the standard expected. The employee has failed to demonstrate the commitment or ability to bring performance up to the level expected despite management efforts to encourage improvement.	0 - 66

- On the 18 March 2020, The Minister of COGTA issued Regulations in terms of Section 27(2) of the Disaster Management Act, 2002 (Act No. 57 of 2002) (hereafter referred to as the COVID-19 Regulations) regarding the steps necessary to prevent an escalation of the disaster or to alleviate, contain and minimize the impact of COVID-19 Pandemic. WDM has complied with all regulations issued items of the Disaster Management Act and Circulars issued by National Treasury. The Covid-19 Risk based implementation plan was approved and the Management committee was established to advise management and council in this regards.

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1.4 SUMMARY OF THE KEY PERFORMANCE AREAS (KPAS)

WDM is operating with six KPAs, and out of 34 indicators, 25 were achieved, 3 were not achieved and 6 are not applicable for the quarter.

The six (6) KPA are spread across seven (7) institutional departments as indicated by the table above.

No.	KPA	Total KPIs	KPIs Achieved	Not Achieved	Zero weighted	Percentage Achieved
1	Spatial Rationale	3	2	0	1	67%
2	Basic Services	5	5	0	0	100%
3	Financial Management & Viability	3	2	1	0	67%
4	Local Economic Development	2	2	0	0	100%
5	Good Governance & public participation	12	9	1	2	75%
6	Transformation & Organisational Development	9	5	1	3	56%
	Total	34	25	3	6	74%

TABLE 1.4.1: SUMMARY OF THE KEY PERFORMANCE AREAS (KPA's)

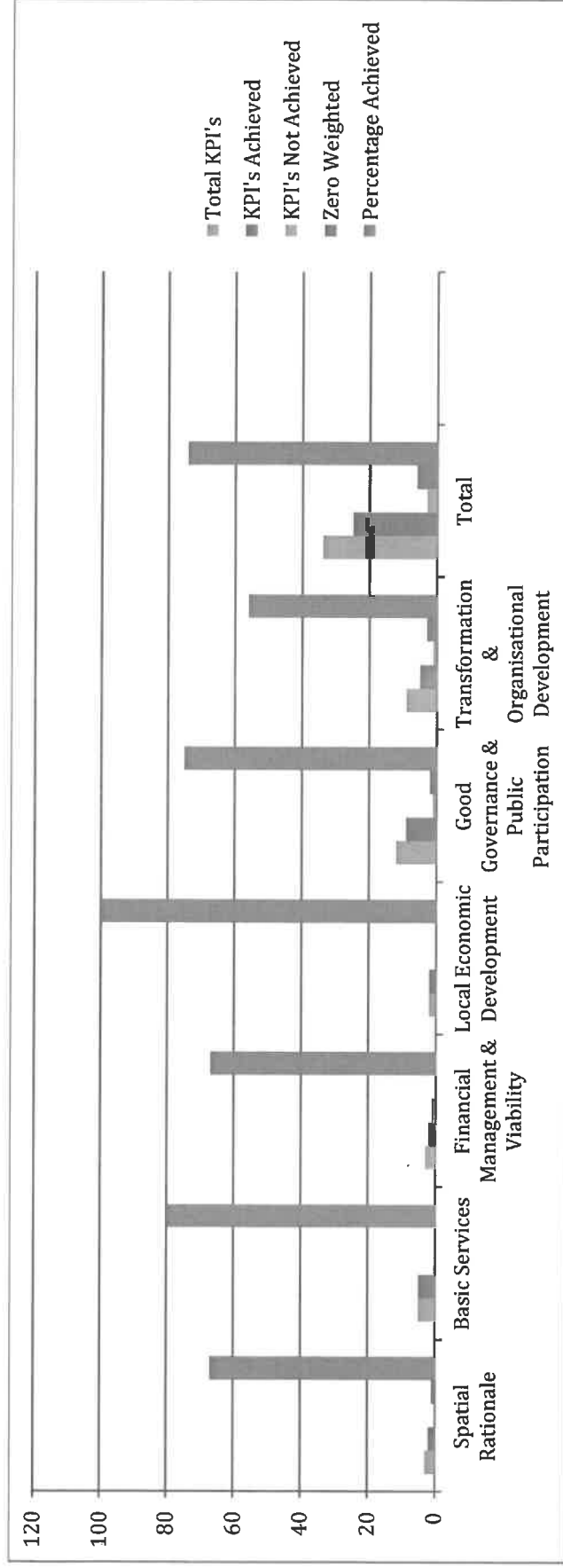


FIGURE 1.4.1: SUMMARY OF THE KEY PERFORMANCE AREAS (KPA'S)

3. key Performance indicators not archived

KPA	KEY PERFORMANCE INDICATORS's	REMARKS	REMEDIAL ACTION
10.Financial Management & Viability	Percentage of Capital budget variance in terms of SDBIP	(≤10% /40%) Capex 35% as at 31 March 2022 Preferential Procurement Regulations of 2017 were ruled unconstitutional as a result procurement and project implementation were delayed.	The Draft regulations circulated for public comments
22.Good Governance & public	Percentage Council resolutions implemented within timeframes	(90%/100%-9/10 Resolutions Implemented) 1Resolution outstanding -	Recruitment process under way to be concluded end May 2022

participation		audit committee membership term expiry and recruitment	
29. Transformation & Organisational Development	Number of ICT Steering Committee Meeting Held	0/1 ICT steering committee held	The ICT Steering Committee meeting will be held in the next quarter

1.4 PROJECTS SUMMARY 2021/2022

Waterberg District Municipality is having 6 projects of which 1 completed, 5 in progress. The CAPEX was 35% as at 31 March 2022. The Project summary per department on the table below:

Vote No.	Municipal priorities	Total Projects	Project completed	In progress	Budget 2021/22	Actual Expenditure	% spend
1	Local Economic Development & Tourism	2	1	1	1 197 000	71 537	6%
2	Municipal Roads & Storm Water	1	0	1	2 179 000	1 380 119	63%
3	Municipal Support & Institutional Development	3	0	3	1 900 000	399 574	21%
	Total	6	1	5	5 276 000	1 851 230	35%

TABLE 1.4.1: PROJECTS SUMMARY 2021/2022

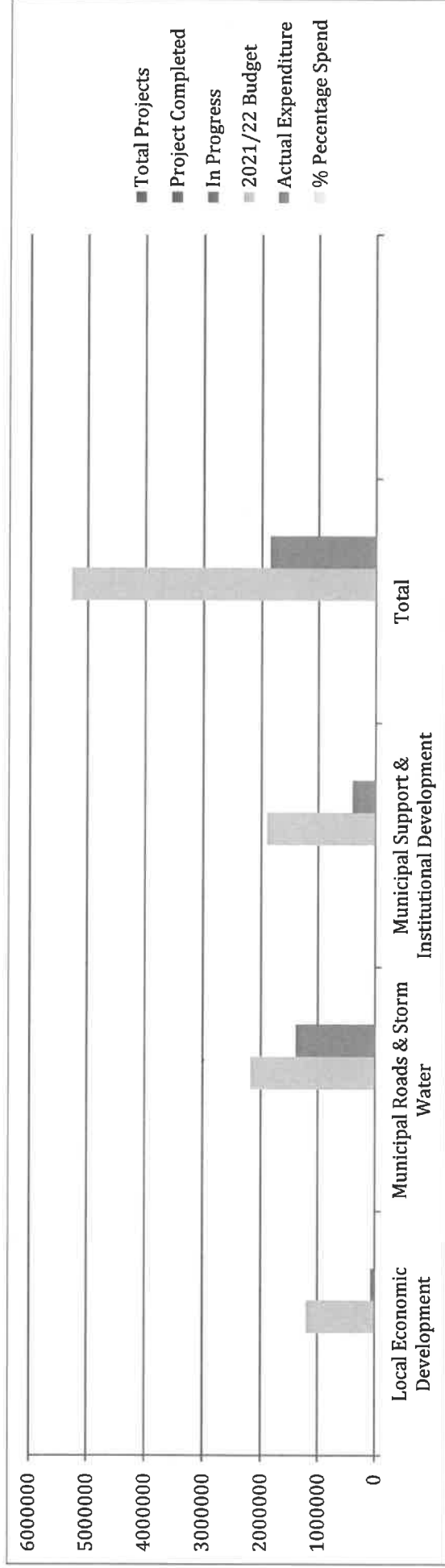


FIGURE 1.4.1: PROJECTS SUMMARY 2021/2022

2. ORGANISATIONAL PERFORMANCE SCORE -CARD

The institutional Performance score card

KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2020/21	Annual Target 2021-2022	March 2022		Variance	Remarks	Remedial Action	Evidence
1. Spatial rationale	To coordinate spatial transformation	Integrated Planning	Number of Highly rated IDP	OMM	1/1 IDP rated high	1X highly rated IDP attained by 30 June 2022	Target Quarter 3	Actual Quarter 3	-	-	-	CoGHSTA IDP Analysis report

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KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2020/21	Annual Target 2021-2022	March 2022		Variance	Remarks	Remedial Action	Evidence
							Target Quarter 3	Actual Quarter 3				
2.	Spatial rationale	Integrated Planning	Number of IDP (s) Approved by council by 31 May 2022	OMM	1/1	1X 2022/23 IDP Approved by 30 June 2022	1 Draft IDP 31 March 2022	1/1	0	Draft 2022/23 IDP tabled and adopted by council 31 March 2022	None	Approved 2022/23- IDP Approved with Council resolution
3.	To facilitate access and transform land and rural tourism development	Integrated planning	Number of DMPT Meeting held	PED	10/4 Meetings held	4 X DMPT Meeting held by 30 June 2022	1	4/1	3	4/1 DMPT meeting held: 09 February 2022, 03 March, 04 March, 11 March 2022.	None	Invitation Agenda Minutes Attendance register
4.	To preserve and protect natural resources and promote public health	Municipal Health	Number of Food outlets issued with certificate of compliance	SDCS	97/80	80 X Food outlets issued with certificate of compliance by 30 June 2022	20	36/20	16	36 certificate of compliance issued to food Outlets in Q3	None	Signed copies of certificates
5.	To coordinate and monitor social and infrastructure development for the provision and access	Municipal health	Number of permitted land fill site monitored	SDCS	9/9	9 X Permitted land fill site monitored by 30 June 2022	9	9	0	9/9 landfill sites monitored	None	9 Reports on Permitted land fill site monitored & Schedule of permitted landfill site monitoring sessions

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KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2020/21	Annual Target 2021-2022	March 2022		Variance	Remarks	Remedial Action	Evidence
							Target Quarter 3	Actual Quarter 3				
	to services.											
6.	To preserve and protect natural resources and promote public health	Air quality management	Number of ambient air quality monitoring reports submitted	SDCS	New	4X ambient air quality monitoring reports submitted by 30 June 2022	2	3/2	1	3/2 ambient air quality monitoring reports submitted	None	Air quality monitoring reports
7.	To coordinate and monitor infrastructure development for the provision and access to service	Disaster Management	Number of Disaster Management stakeholder consultative meetings held	SDCS	24/8	6 X Disaster Management stakeholder consultative meetings held by 30 June 2022	1	1/1	0	1/1 Meetings held- 27 January 2022.	None	Invitation Agenda Minutes & Attendance register
8.	To coordinate and monitor infrastructure development for the provision and access to services	Fire fighting	Number of Fire-fighting reports submitted by local municipalities	SDCS	20/20	20 X Fire-fighting reports submitted by local municipalities by 30 June 2022	5	5/5	0	5/5 report submitted by local municipalities	None	Fire-fighting Quarterly reports

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KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2020/21	Annual Target 2021-2022	March 2022		Variance	Remarks	Remedial Action	Evidence
							Target Quarter 3	Actual Quarter 3				
9.	Financial management and viability	Expenditure Management	Percentage of Operating budget variance in terms of SDBIP	ALL	10%	≤10% of Operating budget variance attained by 30 June 2022	≤10%	6%	4%	6/10% Opex variance	None	Annexure B Financial Report
10.	Financial management and viability	Expenditure Management	Percentage of Capital budget variance in terms of SDBIP	ALL	53%	≤10% of Capital budget variance attained by 30 June 2022	≤10%	40%	35%	Preferential Procurement Regulations of 2017 were ruled unconstitutional as a result of procurement and project implementation were delayed.	The Draft regulations circulated for public comments	Annexure C Financial report
11.	Financial management and viability	Reporting	Number of section 71 MFMA report submitted within timeframe	BTO	12/12	12 X 71 MFMA report submitted within 10 working days of start of the each Month	3	3/3	0	3/3 s71 report submitted to National Treasury	None	Submission letters or email
12.	Local Economic Development	Economic development	Number LED forum meeting held	PED	4/4	4 X LED forum meeting held by 30 June 2022	1	1/1	0	1/1 LED Meeting held 02 March 2022	None	Invitation Agenda Minutes & Attendance register

KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2020/21	Annual Target 2021-2022	March 2022		Variance	Remarks	Remedial Action	Evidence
							Target Quarter 3	Actual Quarter 3				
13. Local Economic Development	To create a conducive environment for radical economic development.	Economic development	Percentage of LED Forums resolutions implemented	PED	100% 10/10	100% LED forums resolutions implemented by 30 June 2022	100%	100% 2/2	0	2 of 2 Resolutions held on the 02 March 2022 resolved	None	LED Forum(s) resolution register
14. Good Governance and Public Participation	To develop and implement integrated management & governance systems	Monitoring and Evaluation	Number of section 72 Report (s)-Mid-year Budget and performance Assessment Report submitted	OMM	1/1 22/01/2021	1 X (MFMA S72 Report) Mid-year Budget and performance Assessment Report submitted by 25 January 2022	1	1/1 25/01/2022	0	2021/22 Mid-Year Budget and Performance Report submitted NT, PT and CoGHSTA 25 January 2022	None	Submission letters to NT/PT & EM with acknowledgement letters & A Copy of Mid-year Budget and performance Assessment Report
15. Good Governance and Public Participation	To develop and implement integrated management & governance systems	Monitoring and Evaluation	Number of Submission of Annual Performance Report (APR) and AFS	OMM	1/1 30/10/2020	1X APR and AFS submitted to AGSA by 31 August 2022.	N/A	Not applicable to the Quarter	-	-	-	Submission with letter acknowledgement
16. Good Governance and Public Participation	To develop and implement integrated management & governance systems	Auditing	AG -Audit outcome/Opinion	ALL	1/1 Unqualified	Unqualified sustained by 30 November 2022	N/A	Not applicable to the Quarter	-	Unqualified with no material finding	None	Audit opinion
17. Good Governance and Public Participation	To develop and implement integrated management & governance systems	Auditing	Percentage AG material audit queries resolved	ALL	100% 28/28	100% of Prior Year material audit queries resolved by 30 June 2022	60%	60% 13/13	0%	13/13 All Audit queries for the 2020/21	None	2020/21 Post action plan

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KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2020/21	Annual Target 2021-2022	March 2022		Variance	Remarks	Remedial Action	Evidence
							Target Quarter 3	Actual Quarter 3				
	nt and governance systems									resolved		
18. Good Governance and Public Participation	To develop and implement integrated management and governance systems	Auditing	Percentage Identified risk resolved within timeframes as specified in risk plan	ALL	70% 7/10	100% of Identified risk resolved within timeframes as specified in risk plan by 30 June 2021	75%	75%	0%	The effectiveness of mitigating risk controls is moving up	None	Risk register
19. Good Governance and Public Participation	To develop and implement integrated management and governance systems	Auditing	Percentage of internal audit findings resolved	ALL	84% 26/31	100% of internal audit findings resolved by 30 June 2022	75%	65% 27/31.	10%	4 outstanding 13% - Overtime and air-quality by-laws and integrated waste management plan	None	Internal audit action plan
20. Good Governance and Public Participation	To develop and implement integrated management and governance systems	Auditing	Number of Audit committee meetings held	OMM	6/4	4 X Audit committee meetings held by 30 June 2022	1	1/1	0	1/1 Meeting held 22 March 2022	None	Invitation Agenda Minutes Attendance register
21. Good Governance and Public Participation	To develop and implement integrated management and governance systems	Auditing	Percentage of Audit Committee recommendations implemented	ALL	79% 22/28	100% of Audit Committee recommendations implemented by 30 June 2022	100%	100% 2/2	0	2/2 resolutions implemented.	None	Audit Committee recommendations Register

KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2020/21	Annual Target 2021-2022	March 2022		Variance	Remarks	Remedial Action	Evidence
							Target Quarter 3	Actual Quarter 3				
22. Good Governance and Public Participation	To develop and implement integrated management and governance systems	Governance	Percentage Council resolutions implemented within timeframes	ALL	29% 5/17	100% Council resolutions implemented by 30 June 2022	100%	90% 9/10	10%	1 outstanding audit committee membership term expiry and recruitment	Recruitment process under way to be concluded end May 2022	Council resolutions implemented register
23. Good Governance and Public Participation	To develop and implement integrated management and governance	Public Participation	Number of IDP Representative Forum meetings convened	OMM	3/4	3 X IDP Representative Forum meetings convened by 30 June 2022	1 X Preparation for Tabling of the 2022/23 Final IDP for Adoption	1/1	0	1/1 held the 28 March 2022 in Modimolle - Mookgophong LM	None	Invitations, Agenda, minutes & attendance register
24. Good Governance and Public Participation	To develop and implement integrated management and governance	Governance	Percentage of MPAC resolutions implemented	ALL	100% 12/12	100% MPAC resolutions implemented by 30 June 2022	100%	100% 3/3	0%	3/3 MPAC resolution implemented - approval of Q3 SDBIP Report and the Q3 Back to Basics Report and 2022/23 MPAC Annual programme	None	MPAC Resolution register
25. Good Governance and Public Participation	To develop and implement integrated management	Governance	Number of 2020/21 Oversight report(s) approved by	OMM	1/1 27/05/20 21	1 X 2020/21 Oversight report(s) approved by council by 31	1	1/1 31/03/20 22	0	1/1 MPAC Oversight report approved	None	Council resolution with 2020/21 Oversight Report

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KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2020/21	Annual Target 2021-2022	March 2022		Variance	Remarks	Remedial Action	Evidence
							Target Quarter 3	Actual Quarter 3				
	on		council			March 2022				by council 31 March 2022		
26.	To attract, develop and retain ethical and best human capital	Human Resources Management	Number of Senior Management with signed Performance Agreements	OMM	6/6	6 X Senior Management with signed Performance Agreements by 31 July 2021	N/A	Not applicable for the quarter	-	-	-	Copies of Signed Performance Agreements
27.	To attract, develop and retain ethical and best human capital	Capacity building and Training (HRD)	Number of officials and Councillors capacitated in terms of the workplace skills plan (WSP)	CSSS	31/25	25 X Officials and Councillors capacitated in terms of the workplace skills plan by end June 2021	10	11/10	1	11 official and councillors attended the WDM leadership collaboration training 25 May 2022	None	Copies of the Attendance registers.
28.	To improve, attract, develop and retain best human capital	Occupational Health and Safety	Number of OHS Committee meetings held	CSSS	4/4	4 X OHS Committee meetings held by 30 June 2022	1 OHS Meeting	1/1	0	1/1 OHS meeting held 22 February 2022	None	Attendance registers
29.	To improve Administration and Governance Capacity	Information and Communication Technology	Number of ICT Steering Committee Meeting Held	CSSS	4/4	2X ICT Steering Committee Meeting Held by 30 June 2022	1	1/1	0	1/1 ICT steering committee Meeting held 10 May 2022	None	Invitation Agenda Minutes & Attendance register

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KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2020/21	Annual Target 2021-2022	March 2022		Variance	Remarks	Remedial Action	Evidence
							Target Quarter 3	Actual Quarter 3				
30. Transformation and Organisational Development	To attract, develop and retain ethical and best human capital	Organisational Development	Number of approved 2022/23 SDBIP by the Executive Mayor	OMM	1/1 11/06/2021	1 X 2021/22 SDBIP Approved by the EM by the 28 June 2022	N/A	Not applicable for the Quarter	-	-	-	Copy of the Approved 2021/22 SDBIP
31. Transformation and Organisational Development	To attract, develop and retain ethical and best human capital	Monitoring and Evaluation	Number of 2021/22 Annual Performance evaluation conducted	OMM	0/1	1X 2020/21 Annual Performance evaluation conducted by 30 June 2022	N/A	Not applicable for the Quarter	-	-	-	Attendance register
32. Transformation and Organisational Development	To attract, develop and retain ethical and best human capital	Monitoring and Evaluation	Number of Annual report (sec 121) adopted & submitted to MEC	OMM	1/1 04/06/2021	1 X Annual Report (sec 121) adopted & submitted to MEC by 31 March 2022	1x Approved Final AR 2020/21	1/1		1/1 Annual Report approved by 31 March 2022 and submitted to MEC 8 April 2022	-	Submission letter
33. Transformation and Organisational Development	To improve Administration and Governance Capacity	Legal Services	Number of litigation reports compiled and submitted to council	CSSS	4/4	4 X litigation reports compiled and submitted to council by 30 June 2022	1	1/1	0	litigations report noted by council 31 March 2022	None	Litigation Reports
34. Transformation and Organisational Development	To improve Administration and Governance Capacity	Human Resource Management	Number of LLF meetings held by end June 2022	CSSS	4/4	4 X LLF meetings held by end June 2022	1	1/1	0	1/1 LLF meeting held: 25 February 2022	None	Invitation Agenda Minutes & Attendance register



3. DETAILED CAPITAL PLAN

No.	Dept.	Project name	2021/22 IDP Budget	Planned start date	Planned completion date	Quarter 3		Actual Expenditure	Actual Progress	Variance	Evidence	Status of the Project
						% Prog.	Milestone					
1.	PED	Informal Settlement study	1 200 000	01/07/2021	30/06/2022	75%	Implementation	2 084	0%	75%	Project status report	Preferential Procurement Regulations 2017 were ruled unconstitutional. Draft Regulations has been circulated for public comments.
2.	PED	SPLUMA	250 000	01/07/2021	30/06/2022	75%	Coordination	69 489	75%	0%	Project status report	DMPT 3 meetings were held for the quarter
3.	ID	Road Asset Management System (RAMS)	2 151 000	01/07/2021	30/06/2022	75%	Implementation	1 380 119	85%	10%	Project status report	Bela-Bela Assessment 100% Completed and new links were added to the RNI network inventory Mogalakwena Assessment at 51.4%. Traffic Count in Bela-Bela and Mogalakwena will be completed 29 April 2022
4.	CSSS	ICT equipment	200 000	01/07/2021	30/06/2022	75%	Implementation	34 833,50	50%	25%	Project status report	Additional 10 tablets were procured for Councilors
5.	CSSS	Procurement of Mayoral Car	700 000	01/07/2021	30/06/2022	75%	Implementation	-	-	-	Project status report	Preferential Procurement Regulations 2017 were ruled unconstitutional. Draft Regulations has been circulated for public comments.
6.	CSSS	Local Government Financial	1 000 000	01/07/2021	30/06/2022	75%	Implementation	344 574	40%	35%	Project status report	The total expenditure to date amounted to R 400 000, which represent

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No.	Dept.	Project name	2021/22 IDP Budget	Planned start date	Planned completion date	Quarter 3		Actual Expenditure	Actual Progress	Variance	Evidence	Status of the Project
						% Prog.	Milestone					
		management Grant									report	40% of the total allocation. The rest of the grant will be spent on training and well as towards supporting the preparation of financial statement in quarter four

4. QUALITY CERTIFICATE

I Preciousstone Raputsoa, Municipal Manager of Waterberg District municipality hereby certify that the 3rd Quarter Performance Report 2021/22 and supporting documentations have been prepared in accordance with the Municipal Financial management Act, 56 of 2003 section 72 ,Municipal Systems Act 32 of 2000 and the Regulations made under the Act . The 3rd Quarter Performance Assessment Report and supporting documents are consistent with the 2021/22 Integrated Development Plan of the Municipality.

Mr P Raputsoa the Municipal Manager of Waterberg District Municipality (DC36)

P. Raputsoa

Municipal Manager

Date