WATERBERG DISTRICT MUNICIPALITY



2024/2025
2ND QUARTER PERFORMANCE ASSESSMENT REPORT

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1.1 Introduction

This is the 2nd Quarter 2024/25 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 1st Quarter under review 2024/2025 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 01 October 2024 to 31 December 2024 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 2024/2025 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 23 May 2024.

- The 2024/2025 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 13 June 2025 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. 6/6 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 first quarter report was 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:

Rating	Terminology	Description	% Score
5	Outstanding performance	Performance far exceeds the standard expected of an employee at this level.	167

Rating	Terminology	Description	% Score
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

1.4 SUMMARY OF THE KEY PERFORMANCE AREAS (KPAS)

WDM is operating with six Key Performance Areas (KPAs), and out of 22 Key Performance Indicators (KPIs), 18 were achieved, 4 were not achieved and 9 were not applicable for the quarter, Hence the overall organizational performance is 82%

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

No.	KPA	Total KPIs	Applicable KPIs	KPIs Achieved	Not Achieved	Not Applicable For Reporting	Actual Organizational Performance (%)
1	Spatial Rationale	3	1	0	1	2	0%
2	Basic Services	5	5	5	0	0	100%
3	Financial Management & Viability	2	2	2	0	0	100%
4	Local Economic Development	1	1	1	0	0	100%
5	Good Governance & public participation	11	8	5	3	3	75%
6	Transformation & Organisational Development	9	5	5	0	4	100%
	Quarter 2 KPI's ACHIEVED	**31**	**22**	**18**	**4**	**9**	**82%**

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

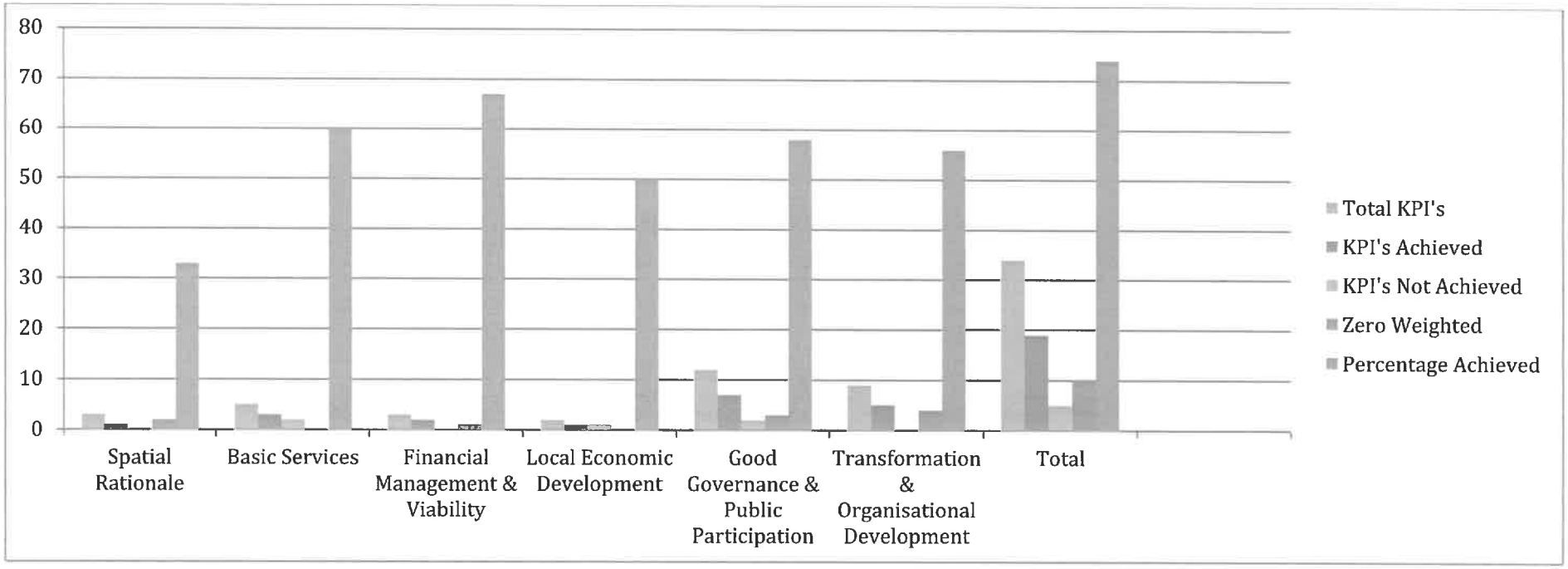


FIGURE 1.3.1: SUMMARY OF THE KEY PERFORMANCE AREAS (KPA'S)

4 KEY PERFORMANCE INDICATORS NOT ARCHIVED

KPA	KEY PERFORMANCE INDICATORS's	REMARKS	REMEDIAL ACTION
3. Spatial rationale	Number of DMPT Meeting held	0/2 DMPT meetings held: The DMPT term has lapsed in 30 June 2024.	Council has approved the establishment of new DMPT, Currently waiting for local municipalities to sign modality agreements.
17.Good Governance and	Percentage of Identified risks mitigated	28% progress in mitigating the risks. Out of 25 Risks identified:	The 15 identified risks will be resolved or mitigated by 30 June 2025

Public Participation		7 are managed. 15 are in progress	
19.Good Governance and Public Participation	Percentage Council resolutions implemented	68%-17/25 Resolutions implemented. 8 Outstanding Resolutions: 1. Re-establishment of District Municipal Planning Tribunal.	1. Council has approved the re-establishment of new DMPT and modality agreements were circulated to all four local municipalities for signature by municipal managers.
		2. Filling of Manager Social Development and Community Services Position	2.The recruitment process done, the reports will be tabled in the next council meeting for consideration.
		3.Filling of Manager Infrastructure Development Position	3. The recruitment process done, the reports will be tabled in the next council meeting for consideration.
		4.Filling of Manager Planning and Economic Development Position	4. The recruitment process done, the reports will be tabled in the next council meeting for consideration.
		5. Extention of acting appointment for manager infrastructure development.	5. A care taker was appointed (MCSSS)
		6.Resuscitation of Waterberg economic development agency	6. The department is consolidating WEDA business case for treasury engagement.
		7.Devolution of WDM road function from RAL to WDM	7.The EM wrote letter to MEC, currently awaiting response.

		8.Training of fire fighters	8. Currently in the process of finalising procurement process to refer 21 junior/fire fighters to a pump operation course.
20.Good Governance and Public Participation	Number of IDP Representative Forum meetings convened	1/2 IDP Representative Forum Meetings Held: **Q1:** 24/08/24 **Q2:** No IDP Representative meeting was held in quarter 2 due to non-attendance of stakeholders	Meeting was postponed to 22 January 2025.

1.4 PROJECTS SUMMARY 2024/2025

Waterberg District Municipality is having (2) projects of which (0) completed, (0) in progress. The CAPEX was 0% as at 31 December 2024. The Project summary per department on the table below:

Vote No.	Municipal priorities	Total Projects	Project completed	In progress	Budget 2024/25	% spend
1.	ICT Equipment	1	1	1	R80 000	R0
2.	Mayoral Vehicle	1	0	1	R700 000	R0

Performance Rating Legend:

COLOUR SCHEME	PERFORMANCE DISCRIPTION	MSA KPA RATINGS CRITERIA
	Performance Rating above 150%	5
	Performance Rating More than 100% but less than 150%	4
	Performance Rating of 100%	3
	Performance Rating between below 100% but more than 75%	2
	Performance Rating below 75%	1

2. ORGANISATIONAL PERFORMANCE SCORE -CARD

The institutional Performance score card

	KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2023/24	Annual Target 2024-2025	December 2024		Variance	Remarks	Remedial Action	Evidence
								Target Quarter 2	Actual Quarter 2				
KPA 1: Spatial Rationale													
1.	Spatial rationale	To facilitate access and transform land and rural tourism development	Integrated Planning	Number of Highly rated IDP	**OMM**	1	1X highly rated IDP attained by 30 June 2025	N/A	Not applicable for the Quarter	-	-	-	MEC IDP Assessment Report

	KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2023/24	Annual Target 2024-2025	December 2024		Variance	Remarks	Remedial Action	Evidence
								Target Quarter 2	Actual Quarter 2				
2.	Spatial rationale	To facilitate access and transform land and rural tourism development	Integrated Planning	Number of IDP (s) Approved by council by 31 May 2025	OMM	1/1	1X 2024/25 IDP Approved by 30 June 2025	N/A	Not applicable for the Quarter	-	-	-	Approved 2024/25- IDP with Council resolution
3.	Spatial rationale	To facilitate access and transform land and rural tourism development	Integrated planning	Number of DMPT Meeting held	PED	9/4	4X DMPT Meeting held by 30 June 2025	1	Not Achieved 0 (0%)	1	0/1 Meeting Held: The DMPT term has lapsed in 30 June 24.	Council has approved the establishment of new DMPT, Currently waiting for local municipalities to sign modality agreements.	Invitation,agenda, minutes and attendance register
KPA 2: Basic Service Delivery													
4.	Basic service delivery	To preserve and protect natural resources and promote public health	Municipal Health	Number of Food outlets issued with certificate of compliance	SDCS	271/160	160 X Food outlets issued with certificate of compliance by 30 June 2025	20	Achieved (370%)	54	74 Certificate of compliance issued to food Outlets in Q2	None	Certificates

	KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2023/24	Annual Target 2024-2025	December 2024		Variance	Remarks	Remedial Action	Evidence
								Target Quarter 2	Actual Quarter 2				
5.	Basic service delivery	To coordinate and monitor social and infrastructure development for the provision and access to services.	Municipal health	Number of land fill site inspections conducted	SDCS	9/9	36 X Number of land fill site Inspections conducted by 30 June 2025	9	Achieved (100%)	0	9/9 landfill sites monitored	None	Monitoring reports and checklists
6.	Basic Service Delivery	To preserve and protect natural resources and promote public health	Air quality management	Number of monitoring of emissions from listed activities	SDCS	4/4	4X Number of monitoring of emissions from listed activities by 30 June 2025	1	Achieved 100%)	0	1/1 Monitoring of emissions Reports from listed activities.	None	Monitoring report
7.	Basic delivery service	To coordinate and monitor infrastructure development for the provision and access to services	Disaster Management	Number of Disaster Management stakeholder consultative meetings held	SDCS	4/4	4X Disaster Management stakeholder consultative meetings held by 30 June 2025	1	Achieved (100%)	0	1/1 Meetings held: 05/12/24	None	Invitation, agenda, minutes and attendance register
8.	Basic service delivery	To coordinate and monitor infrastructure development for the provision and access to services	Fire fighting	Number of Fire-fighting reports submitted by local fire stations	SDCS	24/24	24 X Fire-fighting reports submitted by 30 June 2025	6	Achieved (100%)	0	6/6 reports submitted by local fire stations	None	Fire-fighting Quarterly reports

	KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2023/24	Annual Target 2024-2025	December 2024		Variance	Remarks	Remedial Action	Evidence
								Target Quarter 2	Actual Quarter 2				
KPA 3: Financial management and viability													
9.	Financial management and viability	To effectively manage finances and resource mobilization	Expenditure Management	Percentage of Operating budget variance in terms of SDBIP	**ALL**	5%	≤10% of Operating budget variance attained by 30 June 2025	≤10%	Achieved	6%	4/10% Opex variance as at 31 December 24	None	Financial report
10.	Financial management and viability	To effectively manage finances and resource mobilization	Expenditure Management	Percentage of Operating budget variance in terms of SDBIP	**ALL**	-	≤10% of capital budget variance attained by 30 June 2025	10%	0%	10% Capex variance as at 31 December 2025.	None	Financial Reports	Financial management and viability
11.	Financial management and viability	To effectively manage finances and resource mobilization	Reporting	Number of section 71 MFMA reports submitted.	**BTO**	12/12	12 X Section 71 MFMA reports submitted within 10 working days of the start of each Month by 30 June 2025.	3	Achieved (100%)	0	3/3 s71 report submitted to National Treasury	None	Financial reports
KPA 4: Local Economic Development													
12.	Local Economic Development	To create a conducive environment for radical economic development.	Economic development	Number LED forum meetings held	**PED**	4/4	4 X LED forum meetings held by 30 June 2025	1	Achieved (100%)	0	1/1 LED Meeting held: 12/12/24	None	Invitation, agenda, minutes, attendance register and resolutions
KPA 5: Good Governance & Public Participation													

	KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2023/24	Annual Target 2024-2025	December 2024		Variance	Remarks	Remedial Action	Evidence
								Target Quarter 2	Actual Quarter 2				
13.	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 25/01/2025	1 X (MFMA Section 72 Report) Mid-year Budget and performance Assessment Report submitted by 25 January 2025	N/A	Not applicable for the quarter	-	-	-	Submission letters to NT, PT & EM with acknowledgement letters & a copy of mid-year Budget and Performance Assessment Report
14.	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 Annual Financial Statement (AFS) .	**OMM**	1/1 APR 1/1 AFS	1X APR and 1X AFS submitted to AGSA by 31 August 2025.	1- APR 1- AFS	Not applicable to the Quarter	-	-	-	Submission letters
15.	Good Governance and Public Participation	To develop and implement integrated management and governance systems	Auditing	AG -Audit outcome/Opinion	**ALL**	Unqualified with matters.	Unqualified attained by 30 November 2024.	Unqualified .	Achieved Unqualified with findings. 100%	0	Unqualified with no findings (Clean Audit) November 2024)	None	AGSA audit report
16.	Good Governance and Public Participation	To develop and implement integrated management and governance systems	Auditing	Percentage of AG audit queries resolved	ALL	100% 16/16	100% of Prior year audit queries resolved by 30 June 2025	20%	Not Achieved (0%)	20%	PAAP It has been developed to be implemented in Q3 and 4.	To resolved by 30 June 2025	Post audit action plan

	KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2023/24	Annual Target 2024-2025	December 2024		Variance	Remarks	Remedial Action	Evidence
								Target Quarter 2	Actual Quarter 2				
17.	Good Governance and Public Participation	To develop and implement integrated management and governance systems	Auditing	Percentage of Identified risks mitigated	ALL	100% 21/21	100% of Identified risks mitigated by 30 June 2025	50%	Not Achieved (28%)	22%	28% progress in mitigating the risks. Out of 25 Risks identified: 7 are managed. 15 are in progress	The 15 identified risks will be resolved or mitigated by 30 June 2025	Risk register
18.	Good Governance and Public Participation	To develop and implement integrated management and governance systems	Auditing	Percentage of internal audit queries resolved	ALL	56% 5/9	100% of internal audit queries resolved by 30 June 2025	50%	Not Achieved (37.5%)	12.5%	6/8 Internal Audit findings resolved. 2 Outstanding: 1.Integrated Waste Management Plan	1.Local Economic Development and Tourism and Department of Forestry and Fisheries and Environment will assist the municipality to develop the Integrated	Internal audit action plan

	KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2023/24	Annual Target 2024-2025	December 2024		Variance	Remarks	Remedial Action	Evidence
								Target Quarter 2	Actual Quarter 2				
											2.Environmental Health and Safety.	waste management Plan in House. Hence The IWMP portal training was held on the 04 December 2024 2. 95% of the issues have been addressed the remaining issues will be addressed when funds are secured.	
19.	Good Governance and Public Participation	To develop and implement integrated management and governance systems	Auditing	Number of Audit committee meetings held	OMM	8/4	4 X Audit committee meetings held by 30 June 2025	1	Achieved (100%)	0	1/1 Meeting held: 25/11/24	None	Invitations, agenda, minutes and attendance register
20.	Good Governance and Public Participation	To develop and implement integrated management and	Governance	Percentage of Council resolutions implemented.	ALL	87% 26/30	100% Council resolutions implemented by 30 June 2025	100%	Not Achieved (68%)	32%	68% 17/25Council Resolutions Implemented.		Council resolutions register

	KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2023/24	Annual Target 2024-2025	December 2024		Variance	Remarks	Remedial Action	Evidence
								Target Quarter 2	Actual Quarter 2				
		governance systems									8 Outstanding Resolutions: 1.Re-establishment of District Municipal Planning Tribunal. 2.Filling of Manager Social Development and Community Services Position	1.Council has approved the re-establishment of new DMPT and modality agreements were circulated to all four local municipalities for signature by municipal managers. 2. The recruitment process done, the reports will be tabled in the next council meeting	

	KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2023/24	Annual Target 2024-2025	December 2024		Variance	Remarks	Remedial Action	Evidence
								Target Quarter 2	Actual Quarter 2				
												for consideration.	
											3.Filling of Manager Infrastructure Development Position	3. The recruitment process done, the reports will be tabled in the next council meeting for consideration.	
											4.Filling of Manager Planning and Economic Development Position	4. The recruitment process done, the reports will be tabled in the next council meeting for consideration.	
											5.Extention of acting appointment for manager infrastructure development.	5. A care taker was appointed (MCSSS).	

	KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2023/24	Annual Target 2024-2025	December 2024		Variance	Remarks	Remedial Action	Evidence
								Target Quarter 2	Actual Quarter 2				
											6.Resuscitation of Waterberg economic development agency 7.Devolution of WDM road function from RAL to WDM 8.Training of fire fighters	6.The department is consolidating WEDA business case for treasury engagement. 7.The EM wrote letter to MEC, currently awaiting response. 8.Currently in the process of finalising procurement process to refer 21 junior/fire fighters to a pump operation course..	
21.	Good Governance and Public Participation	To develop and implement integrated management and governance systems	Public Participation	Number of IDP Representative Forum meetings convened	OMM	4/4	4 X IDP Representative Forum meetings convened by 30 June 2025	1 X Analysis Phase	Achieved (0%)	1	0/1 IDP No IDP Representative meeting was held in quarter 2 due to non-attendance of	Meeting was postponed to 22 January 2025.	Invitation, agenda, minutes and attendance register

	KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2023/24	Annual Target 2024-2025	December 2024		Variance	Remarks	Remedial Action	Evidence
								Target Quarter 2	Actual Quarter 2				
											stakeholders		
22.	Good Governance and Public Participation	To develop and implement integrated management and governance systems	Governance	Number of MPAC meetings held	ALL	4/4	4 X MPAC Meetings held by 30 June 2025	1	Achieved (100%)	0	1/1 MPAC Meeting held: 20/11/24	None	Invitation, agenda, minutes and attendance register
23.	Good Governance and Public Participation	To develop and implement integrated management and governance systems	Governance	Number of 2023/24 Oversight report approved by council	OMM	1	1 X 2023/24 Oversight report approved by council by 31 March 2025	N/A	Not Applicable for the quarter.	-	-	None	Council resolution with 2023/24 Oversight Report
KPA 6:Transformation & Organisational Development													
24.	Transformation and Organisational Development	To attract, develop and retain ethical and best human capital	Human Resources Management	Number of Senior Managers with signed Performance Agreements	OMM	6/6	6 X Senior Managers with signed Performance Agreements by 31 July 2025	N/A	Not applicable for the quarter	-	-	-	Signed performance agreements
25.	Transformation and Organisational Development	To attract, develop and retain ethical and best human capital	Capacity building and Training (HRD)	Number of officials and Councillors capacitated.	CSSS	103	40 X Officials and Councillors capacitated by 30 June 2025	5	Achieved (1200%)	55	60/5 officials and councillors trained in Q2.	None	Attendance register
26.	Transformation and Organisational	To Improve, attract, develop and retain	Occupational Health and Safety	Number of OHS Committee meetings held	CSSS	4/4	4 X OHS Committee meetings held	1 OHS Meeting	Achieved (100%)	0	1/1 OHS meeting held: 15/11/24	None	Invitation, agenda, minutes and attendance register

	KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2023/24	Annual Target 2024-2025	December 2024		Variance	Remarks	Remedial Action	Evidence
								Target Quarter 2	Actual Quarter 2				
	Development	best human capital					by 30 June 2025						
27.	Transformation and Organisational Development	To improve Administration and Governance Capacity	Information and Communication Technology	Number of ICT Steering Committee Meeting Held	CSSS	4	4 X ICT Steering Committee Meeting Held by 30 June 2025	1	Achieved (100%)	0	1/1 ICT steering committee Meeting held: 15/11/24	None	Invitation, agenda, minutes and attendance register
28.	Transformation and Organisational Development	To attract, develop and retain ethical and best human capital	Organisational Development	Number of approved 2025/26 SDBIP by the Executive Mayor	OMM	1-SDBIP 20/06/2025	1 X 2025/26 SDBIP Approved by the EM by the 28 June 2025	N/A	Not applicable for the Quarter	-	-	-	Approved 2025/26 SDBIP
29.	Transformation and Organisational Development	To attract, develop and retain ethical and best human capital	Monitoring and Evaluation	Number of 2023/24 Annual Performance evaluation conducted	OMM	1/1	1X 2023/24 Annual Performance evaluation conducted by 30 June 2025	N/A	Not applicable for the Quarter	-	-	-	Minutes and attendance register
30.	Transformation and Organisational Development	To attract, develop and retain ethical and best human capital	Monitoring and Evaluation	Number of Annual report (section 121) adopted & submitted to MEC	OMM	1 AR Approved by 30 March 2025	1 X Annual Report (section 121) adopted & submitted to MEC by 31 March 2025	N/A	Not Applicable for the quarter	-	-	-	Annual report, Council resolution and submission letter to the MEC
31.	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 2025	1	Achieved (100%)	0	1/1 Litigation report submitted to council	None	Litigations reports with Council resolutions

	KPA	Strategic Objective	Programme / Focus area	Performance Indicators	Responsible Department	Baseline 2023/24	Annual Target 2024-2025	December 2024		Variance	Remarks	Remedial Action	Evidence
								Target Quarter 2	Actual Quarter 2				
32.	Transformation and Organisational Development	To improve Administration and Governance Capacity	Human Resource Management	Number of LLF meetings held by 30 June 2025	CSSS	5/4	4 X LLF meetings held by 30 June 2025	1	(200%)	1	2/1 LLF meeting held: 19/11/24 29/11/24	None	Invitation, agenda, minutes and attendance register

3. DETAILED CAPITAL PLAN

No.	Dept.	Project name	2024/25 IDP Budget	Planned start date	Planned completion date	Quarter 2		Actual Expenditure	Actual Progress	Variance	Evidence	Status of the Project
						% Prog.	Milestone					
1.	CSSS	ICT Equipment	R80 000	01 July 2024	30 June 2025	0%	Implementation	R0	0%	100%	Project Status Report	In Progre
2.	CSSS	Mayoral Vehicle	R700 000	01 July 2024	30 June 2025	0%	Implementation	R0	0%	100%	Project Status Report	In progress (The current mayoral vehicle has not yet reached the expected limit in terms of Kilometers).

4. QUALITY CERTIFICATE

I Preciousstone Raputsoa , Municipal Manager of Waterberg District municipality hereby certfiy that the 2nd Quarter Performance Report 2024/25 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 2nd Quarter Performance Assessment Report and supporting documents are consistent with the 2024/25 Integrated Development Plan of the Municipality.

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

P. Raputsoa

Municipal Manager

29/01/2025

Date