

NDWEDWE LOCAL MUNICIPALITY

QUARTER 3 PERFORMANCE REPORT

1 JANUARY - MARCH 2024

APRIL 2024

THIS REPORT IS PREPARED IN TERMS OF SECTION 72 OF THE MFMA AND IS UNAUDITED.

Annexure to the Quarter 3 Budget and Performance Assessment Report.

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1. INTRODUCTION

The Municipal Systems Act (MSA) of 2000 mandates municipalities to establish performance management systems, and the Planning and Performance Management Regulations of 2001 describes the Municipality's performance management system as consisting of a framework that articulates and represents how the Municipality's cycle and processes of performance planning, monitoring, measurement, review, reporting and improvement will be conducted, organised and managed and to determine the roles of different stakeholders.

Ndwedwe's Organisational Scorecard continues to be structured according to the six prescribed national Key Performance Areas (KPAs). These are:

- Basic Service Delivery
- Local Economic Development
- Institutional Transformation & Development
- Financial Viability & Management
- Good Governance & Public Participation
- Community Services (Cross-Cutting)

This review covers the period from 1 January 2024 to 30 March 2024 and it marks the third quarter review of three months' performance of the Municipality. It serves to inform the Audit Committee, MPAC, Executive Committee, Council members and other stakeholders of the progress made on the implementation of the Municipality's service delivery budget and implementation plan and the organisational scorecard as well as an update on budget spending during the third quarter reporting for the financial year ending 2023/2024.

During Quarter 3 performance period the Municipality had a total of 81 targets of which 76 targets were reported as achieved and 5 reported as not achieved. The Office of the Municipal Manager achieved 91%, followed by the department of Corporate Services has achieved 100%% of targets. Followed by Finance department achieving 100%. Followed by EDP department achieving 78%. Followed by Technical department achieving 100% and Community Services department achieved 88% targets.

1.1 PERFORMANCE MANAGEMENT SYSTEM PROCESSES

According to the Municipal Systems Act (MSA) of 2000, Section 38(a) mandates municipalities to establish performance management systems, and the Planning and Performance Management Regulations of 2001, describes the Municipality's Performance Management System (PMS) as consisting of a framework that articulates and represents how the Municipality's cycle and processes of performance planning, monitoring, measurement, review, reporting and improvement will be conducted, organised and managed as well as to determine the roles of different stakeholders.

The Organisational Performance Framework must be reviewed annually and adopted. The Ndwedwe PMS Framework was reviewed and adopted by Council on 30 May 2024. Organisational Performance forms an integral part of the implementation of the Integrated Development Plan (IDP).

Section 72 of the Municipal Finance Management Act requires that the accounting officer of a Municipality must by 25th January each year: -

(a) Assess the performance of a Municipality during the first half of the financial year, taking into account
   (i) the monthly statements
   (ii) the Municipality service delivery performance during the first half of the financial year and the indicators and targets as per the service delivery and budget implementation plan

(b) Submit a report on such assessment to
   (i) the Mayor of the Municipality
   (ii) the National Treasury
   (iii) the relevant Provincial Treasury

The performance management system is a tool that measures the implementation of an organisation's strategy. It also provides a mechanism to measure whether targets meet the strategic objectives that are set by municipalities and employees. In Ndwedwe Municipality the PMS implementation and management process is carried out at phases namely:

- Phase 1: Planning
- Phase 2: Monitoring and managing performance information
- Phase 3: Performance measurement and analysis
- Phase 4: Performance review and improvement
- Phase 5: Performance report

1.2 PERFORMANCE AND SUPPORTING INFORMATION

According to the Municipal systems act PMS implementation ensures responsibility on individual departments and its employees to collect relevant data and information to support the monitoring process. In this respect, a portfolio of evidence (POE's) of performance is gathered and presented to substantiate claims for performance standards. All portfolios are verified against the reported actual, as it confirms the status of targets met and/or not met.

2. ORGANISATIONAL SERVICE DELIVERY BUDGET AND IMPLEMENTATION PLAN (SDBIP)

The performance reporting at Ndwedwe Local Municipality is in line with the six (6) National KPAs and also focuses on section 46 of the Municipal Systems Act requirements.

2.1 OVERALL SUCCESS RATE FOR QUARTER 3 PERFORMANCE

The Ndwedwe Local Municipality Quarter 3 overall performance was good as 94% reported as achieved and 6% reported as not achieved. The figure below depicts the overall performance. A more detailed look into each department is outlined under Business units.

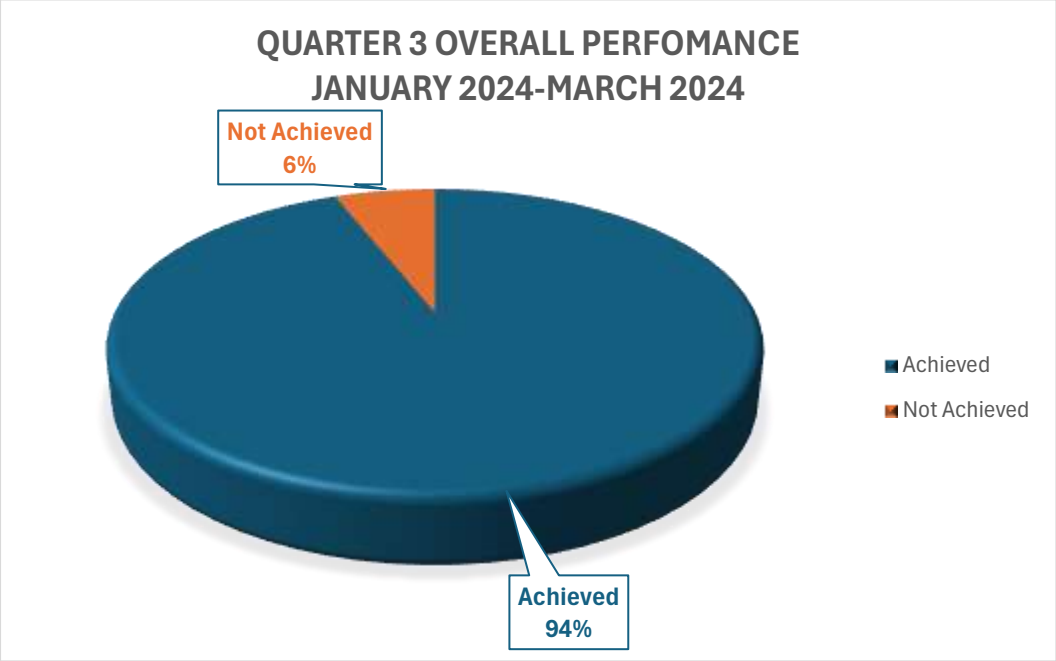


FIGURE 1: QUARTER 3 OVERALL PERFORMANCE

Total targeted KPI's for Quarter 3	Target met	Target not met
81	76	5
	94%	6%

TABLE 1: QUARTER 3 OVERALL PERFORMANCE

The table below depicts the overall performance per Business units.

BUSINESS UNITS	**QUARTER 3 TARGET MET % EXCLUDING NON-ACHIEVED**
Office of the Municipal Manager department	91%
Corporate Services department	100%
Finance department	100%
Economic Development and Planning department	78%
Technical Services department	100%
Community Services department	88%

TABLE 2: PERFORMANCE PER DEPARTMENT

3. DEPARTMENTAL RESULTS

3.1 OFFICE OF THE MUNICIPAL MANAGER (GOOD GOVERNANCE AND PUBLIC PARTICIPATION)

The table below indicates the status of the total number of targets for Quarter 3.

TOTAL KPI's	TARGETS MET	TARGETS NOT MET	%TOTAL TARGETS MET
24-13 (N/A) =11	10	01	91%

TABLE 3: KPA 5: PERFORMANCE OF TARGETS

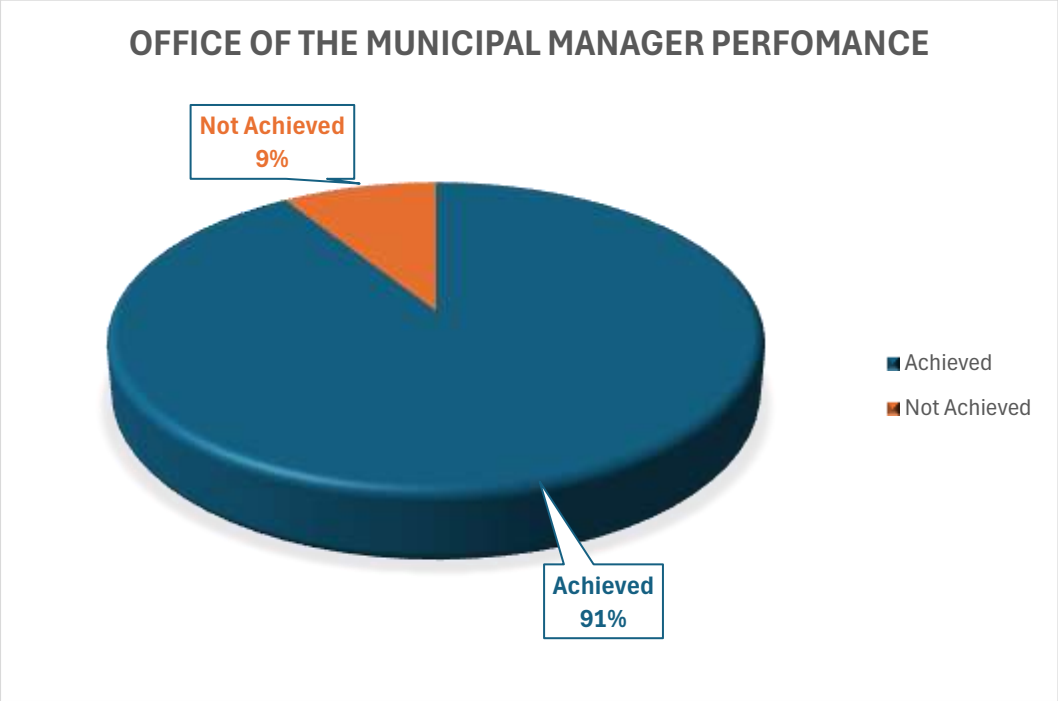


Figure 2: PERFORMANCE IN THE OFFICE OF THE MUNICIPAL MANAGER

➢ HIGHLIGHTS AND PROGRESS ON ACTUAL PERFORMANCE

- 1 Internal Audit Report submitted to Audit Committee.
- 1 Audit Committee Report submitted to Municipal Council.
- 1 - Annual report was approved by Council on 28 March 2024.
- 1 - Oversight report was approved by Council on 28 March 2024.
- 1 Quarterly Performance review of Senior Managers conducted.
- 1 Ward Committee Quarterly Meeting held.
- 1 Draft Public Participation Strategy completed.

- 6 Media Slots held.
- 4 Risk registers updated.
- 1 Quarterly Risk Management Committee meeting held.

➢ **CHALLENGES AND MEASURES TAKEN TO IMPROVE PERFORMANCE**

CHALLENGES	MEASURES TAKEN TO IMPROVE PERFOMANCE
MM23: 1 Quarterly Hotline reports submitted to RMC, AC, MPAC and EXCO. The Hotline report was prepared and presented to AC and RMC however it was not tabled to MPAC.	The Hotline report will be tabled to MPAC on 23 April 2024.

3.2 CORPORATE SERVICES DEPARTMENT

The table below indicates the status of the total number of targets for Quarter 3.

TOTAL KPI's	TARGETS MET	TARGETS NOT MET	%TOTAL TARGETS MET
22-7(N/A) =15	**15**	**0**	**100%**

TABLE 4: PERFORMANCE OF TARGETS



Figure 3: PERFORMANCE IN CORPORATE SERVICES

➢ HIGHLIGHTS AND PROGRESS ON ACTUAL PERFORMANCE

- 2 WSP Trainings were held.
- 0,90% of budget spent on the municipality WSP, target has been met.
- 1 person from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment equity plan.
- 3 Monthly reports on maintenance of ICT infrastructure submitted.
- 1 ICT Steering Committee meetings were held.
- 3 Monthly ICT SLA performance monitoring report submitted.
- 3 Monthly Fleet management reports generated.
- 3 Council meetings were held: 31 January, 27 February and 7 March 2024.
- 3 Exco meetings were held: 24 January, 20 February and 22 March 2024.
- 8 Portfolio meetings were held.
- 1 Quarterly Audit Committee meeting held on 18 March 2024.
- 2 MPAC meeting were held: 25 January and 19 March 2024.
- 3 Security Services reports generated.
- 1 - Policy Workshop was held on 5 March 2024
- 1 Progress Reports on Risk Management was submitted.

3.3 TECHNICAL SERVICES DEPARTMENT

The table below indicates the status of the total number of targets for quarter 3.

TOTAL KPI's	TARGETS MET	TARGETS NOT MET	%TOTAL TARGETS MET
27-6 (N/A) =21	**21**	**0**	**100%**

TABLE 5: KPA 2: PERFORMANCE OF TARGETS

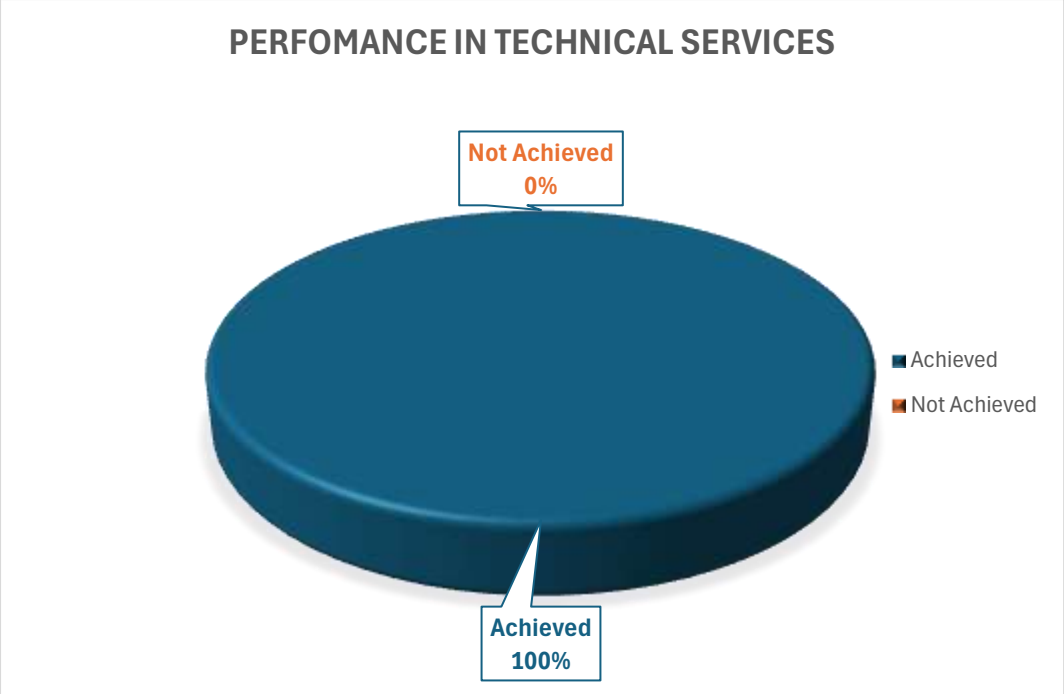


Figure 4: PERFORMANCE IN TECHNICAL SERVICES

- HIGHLIGHTS AND PROGRESS ON ACTUAL PERFORMANCE
  - Hlalakahle Community Development Centre Ward 07: 80% Construction (Walls and Roofing) were completed.
  - Msengeni Community Development Centre Ward 08: 80% Construction (Walls and Roofing) were completed.
  - Makhawula/Ntaphuka Hall Ward 13: 80% Construction (Walls and Roofing) were completed.
  - Ndwedwe Municipal Offices Phase 2: 85% Construction of Ndwedwe Municipal Offices (Plumbing works, Electrical works) were completed.
  - Fencing of Magwaza Community Development Centre in ward 03: Assessment Report completed.
  - Fencing of Mary Grey Community Indoor Centre in ward 07: Site establishment and 100% installation of fence completed.
  - INEP Electrification Ward 14, 13, 05, 03 & 12: 75% Construction - (Pole plantation, Installation of electricity reticulation networks infrastructure) completed.
  - Installation of High mast lights in various wards: Appointment of Service Provider- and Site Establishment completed.
  - Installation of electricity in Bhamshela Telecentre in ward 02: 100% Installation of electricity in Bhamshela Telecentre completed.
  - Thabani Luthuli Hall Electricity ward 11 to conduct the Site Assessment, Measuring and Preparation of Tender Document: Assessment Report completed.
  - Regravelling of Mona Bridge in Ward 12: Assessment Report completed.
  - Noordsberg Community Development Centre in ward 06: Site establishment and 100% rehabilitation was completed.
  - Sgedleni Community Development Centre in ward 19: 100% Rehabilitation of Sgedleni Community Development Centre was completed.
  - Khanyisa Community Hall in Ward 09: Site establishment and 30% rehabilitation was completed.
  - Okwazini Community Hall in ward 18: 100% Rehabilitation of Okwazini Community Development Centre was completed.
  - Ntubeni Community Hall in ward 01: Site establishment and 30% rehabilitation was completed.
  - Ovanzini Community Hall in ward 04: Site establishment and 30% rehabilitation was completed.
  - Ethafeni Concrete Road in ward 08: 80% Rehabilitation was completed.
  - 93% Capital expenditure monitoring spent.
  - 1 Progress Reports on Risk Management was submitted.
  - Disaster and Emergency Services Establishment ward 15: Design Report/tender document Completed.

3.4 ECONOMIC DEVELOPMENT AND PLANNING

The table below indicates the status of the total number of targets for Quarter 3.

TOTAL KPI's	TARGETS MET	TARGETS NOT MET	%TOTAL TARGETS MET
16-7(N/A) =9	07	02	78%

TABLE 6: PERFORMANCE OF TARGETS

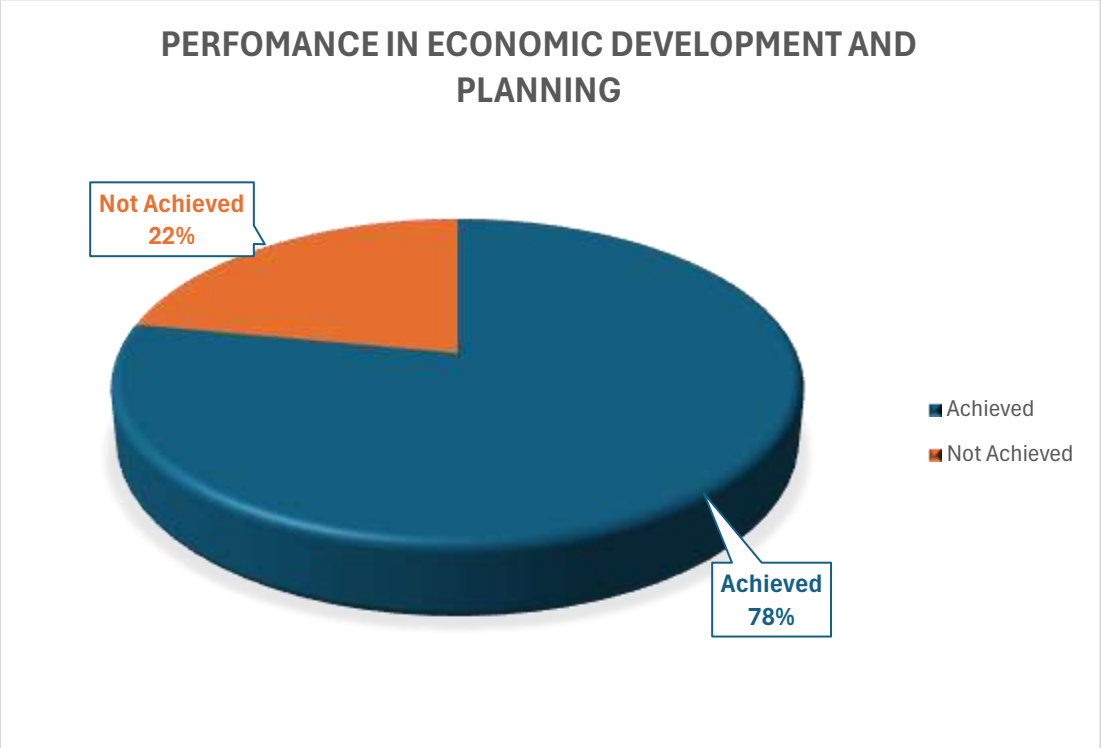


Figure 5: PERFORMANCE IN THE ECONOMIC DEVELOPMENT AND PLANNING

➢ HIGHLIGHTS AND PROGRESS ON ACTUAL PERFORMANCE

- 2 LED SMMEs supported.
- 1 Ndwedwe Town Development Survey and Subdivision was completed.
- 1 LED Forum meeting held.
- 1 SDF Draft Development Plan was developed.
- LED Draft Development Plan was developed.
- Draft Housing Sector Plan has been developed.
- 1 Progress Reports on Risk Management was submitted.

➢ CHALLENGES AND MEASURES TAKEN TO IMPROVE PERFORMANCE

CHALLENGES	MEASURES TAKEN TO IMPROVE PERFOMANCE
• EDP 07: Ndwedwe Town Development Site Disposal policy to be approved. The Policy has not been approved by Council as it needs to be workshopped by Council.	• The Policy Workshop will take place end of May 2024.
• EDP 14: Agricultural Plan The Service Provider was not appointed due to budget constraints.	• The Plan will be developed in house by the EDP dept.

3.5 FINANCE DEPARTMENT

The table below indicates the status of the total number of targets for Quarter 3.

TOTAL KPI's	TARGETS MET	TARGETS NOT MET	%TOTAL TARGETS MET
15- 6(N/A) =9	**9**	**0**	**100%**

TABLE 7: PERFORMANCE OF TARGETS

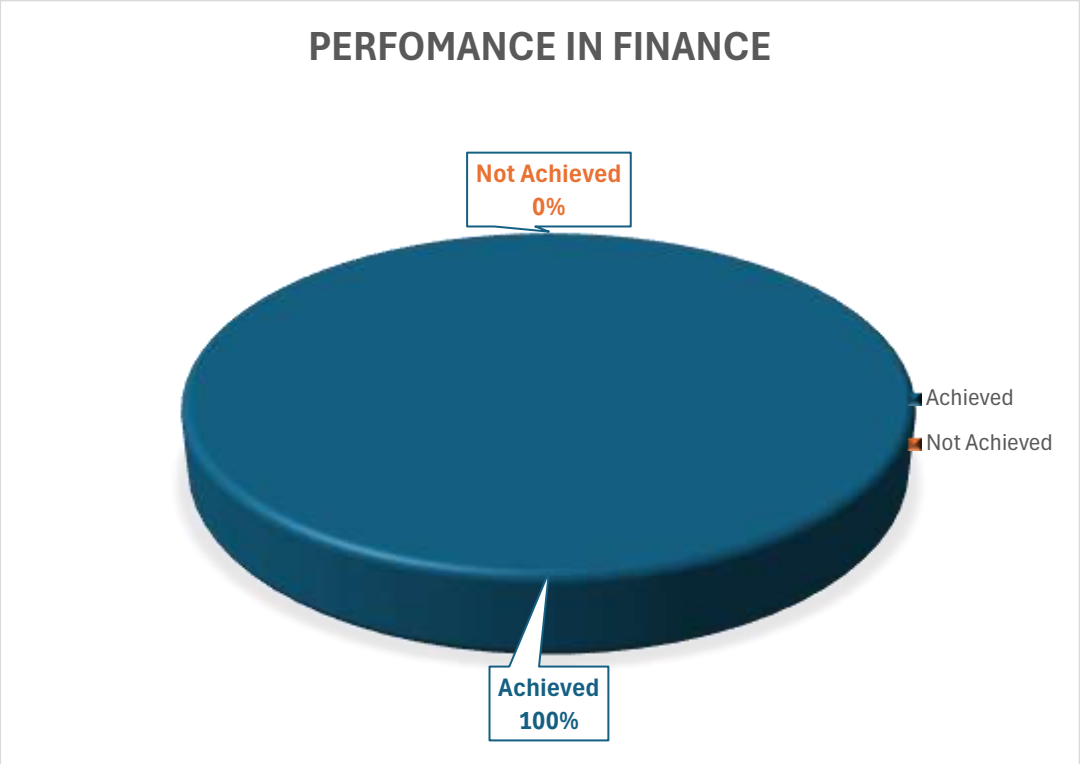


FIGURE 6: PERFORMANCE IN THE FINANCE DEPARTMENT

➢ HIGHLIGHTS AND PROGRESS ON ACTUAL PERFORMANCE

- 1 MFMA 72(1) (b) MFMA report submitted to National Treasury.
- 1 MFMA Quarterly report submitted.
- 80% of Revenue collected.
- 1 Quarterly Screening of Suppliers from SCM Database generated.
- 1 Quarterly SCM report submitted.
- 30 Days taken for trade creditors paid.
- 8 Months cash on hand on Liquidity Management
  (Pg 7 of MFMA circular 71).
- 4.08 Current Ratio.
- 1 Quarterly progress Reports on Risk Management submitted.

3.6 COMMUNITY AND SOCIAL SERVICES DEPARTMENT

The table below indicates the status of the total number of targets for Quarter 3.

TOTAL KPI's	TARGETS MET	TARGETS NOT MET	%TOTAL TARGETS MET
38 - 22 (N/A) =16	**14**	**02**	**88%**

TABLE 8: PERFORMANCE OF TARGETS

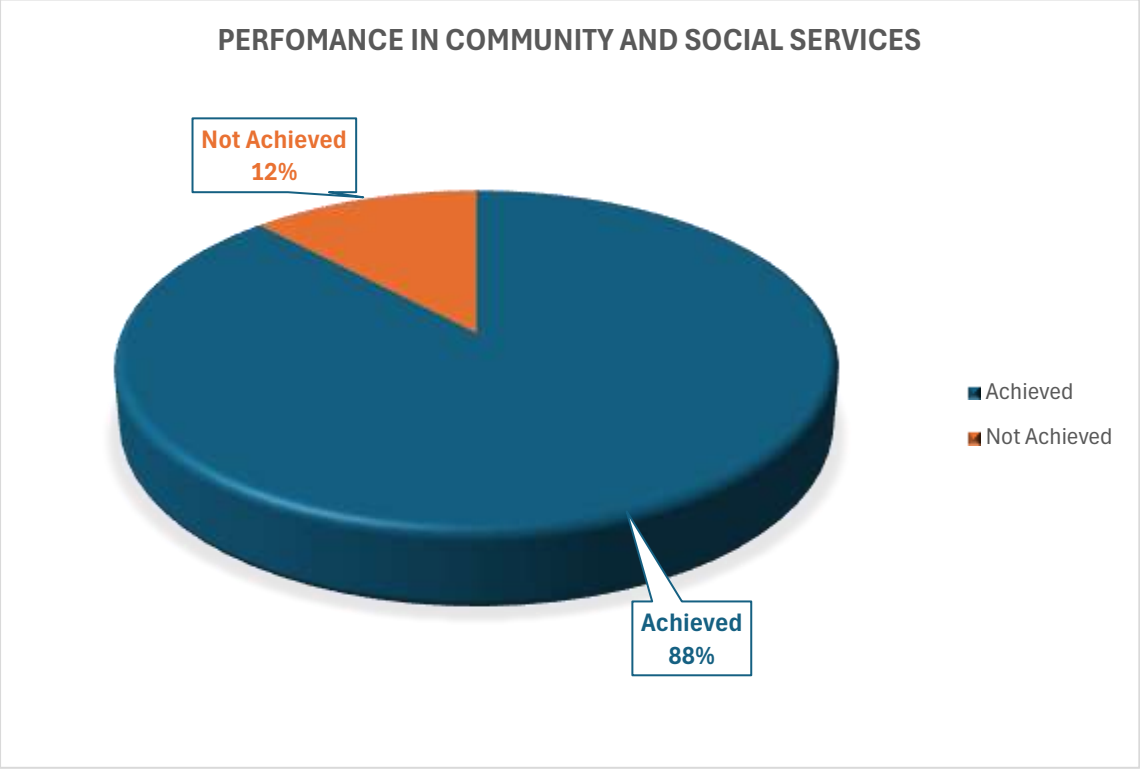


FIGURE 7: PERFORMANCE IN THE COMMUNITY SERVICES

- HIGHLIGHTS AND PROGRESS ON ACTUAL PERFORMANCE
  - 148 Municipal Waste collections.
  - Draft IWMP has been developed.
  - 1 Orphans and Farm Workers Program held.
  - 1 Civil Society Forum held.
  - 1 Annual Umkhosi Wesintu held.
  - 1 Workshop and Capacity building for Vulnerable groups held.
  - 1 Operation Sukuma Sakhe (OSS) local task team meeting held.
  - 9 Disaster Awareness Campaigns held.
  - 1 District Disaster Management Advisory Forum held.
  - 3 Monthly reports submitted to the district disaster management centre.
  - 5 Sports development programs hosted.
  - 3 Monthly Youth development programmes hosted.
  - 1 Youth Council meeting held.
  - 1 Quarterly Progress Reports on Risk Management submitted.

➢ CHALLENGES AND MEASURES TAKEN TO IMPROVE PERFORMANCE

CHALLENGES	MEASURES TAKEN TO IMPROVE PERFOMANCE
• Dress a child campaign. 10 out of 28 Schools that benefitted from Dress a child campaign target not met. The uniform has been purchased however due to the 19 Mayoral Imbizo meetings there has been a slow pace of the delivery and handover of the uniforms to the schools.	• The Uniforms delivery will be completed in quarter 4.
• Mayoral Sports Development Cup Tournament. The target was adjusted and not met due to budget constraints.	• The target will be adjusted in quarter 3.

CONCLUSION

The performance management system continues to improve, and management is gradually getting familiar with the system and where target is not met, meaningful corrective measures are stated to ensure that these tools are really assisting the management and adding value in streamlining their work. The Municipality overall Quarter 3 performance was satisfactory for all departments.

The Ndwedwe Local Municipality wishes to reinforce its commitment and dedication in ensuring the service delivery and changing the lives of the people within our local Municipality.

ANNEXURE A:

- ORGANISATIONAL, SCORECARD AND TOP LAYER SDBIP FOR OFFICE OF THE MUNICIPAL MANAGER
- TECHNICAL SERVICES - DEPARTMENTAL SDBIP
- FINANCE DEPARTMENT - DEPARTMENTAL SDBIP
- CORPORATE SERVICES - DEPARTMENTAL SDBIP
- LOCAL ECONOMIC DEVELOPMENTAL - DEPARTMENTAL SDBIP
- COMMUNITY AND SOCIAL SERVICES DEPARTMENTAL SDBIP