

FRANCES BAARD DISTRICT MUNICIPALITY

MUNICIPAL INSTITUTIONAL PERFORMANCE REPORT: 2023/2024 FY

REPORTING PERIOD: SECOND QUARTER PERFORMANCE REPORT (01 OCTOBER 2023 TO 31 DECEMBER 2023)

SECOND QUARTER REPORT FOR 2023/2024 FY

Key Performance Area	Key Performance Indicators	Baseline	Annual Targets	Unit of Measure	Verification	2nd Qtr. Target	Actual Performance	Deviation	REASON(S) FOR DEVIATION	IMPROVEMENT PLANS		
IDP Objectives					PoE							
<b>KPA 1. SUSTAINABLE MUNICIPAL INFRASTRUCTURE DEVELOPMENT AND BASIC SERVICE DELIVERY.</b>												
<b>1.1 Programme Management and Advisory Services</b>												
1	To assist LMs with infrastructure upgrading, operations and maintenance	1.2	Amount spent on support for operations and maintenance of infrastructure in the LMs (O&M)	Spent R12,000,000.00 of the allocated 2022/2023 budget	Total spending of annual allocated budget R7 600 000.00	Amount spent (R)	Quarterly Reports on spending	R2 000 000,00	R3 293 673.66	+R1 293 673.66	The expenditure targeted was exceeded due to the urgent infrastructure needs in the LMs in the second quarter.	N/A
		1.3	Quarterly submission of project monitoring reports developed to support infrastructure operations and maintenance in the LMs (O&M)	4x Monitoring reports	4 Monitoring reports submitted to Council	Number of monitoring reports submitted	Quarterly monitoring reports	1	1	0	N/A	N/A
2	To create job opportunities for the unemployed through the promotion of EPWP principles	2.1	Number of Full-Time Equivalents (FTEs) created as per DORA and the EPWP incentive agreement	29.12 FTEs created in 2022/23	37 FTEs Created	Number of FTEs created	Quarterly Reports	7	10.58	+3.58	Additional FTEs were created during the implementation of the Dikgatlong and Magareng projects.	N/A
3	To support improved infrastructure planning in the district	3.1	Percentage progress on the implementation of the RRAMS project to support improved infrastructure planning in the LMs as per the approved business plan	100% Implemented 2021/22 business plan	100% Implementation of the approved business plan	% Progress on implementation	Quarterly reports	100.00%	100.00%	0.00%	N/A	N/A
4	To support the provision of potable water, sanitation facilities, electricity and streets and storm water households in the district	4.2	Amount spent on support for capital infrastructure projects in the LMs	Spent R17,178,400.00 of the allocated 2022/2023 budget	Total spending of annual allocated budget R12 000 000.00	Amount spent (R)	Quarterly Reports on spending	R2 500 000.00	R7 744 983.59	+R5 244 983.59	The expenditure targeted was exceeded due to some projects running ahead of schedule.	N/A
		4.3	Quarterly submission of project monitoring reports developed to support capital infrastructure projects in the LMs	4x Monitoring reports	4 Monitoring reports submitted to Council	Number of monitoring reports submitted	Quarterly monitoring reports	1	1	0	N/A	N/A
<b>1.2 Housing</b>												
5	To facilitate the reduction of the Housing backlog	5.2	Number of progress reports submitted to Council for the facilitation of the subsidy application process	4	4 reports submitted	Number of reports submitted	Quarterly reports	1	1	0	N/A	N/A
6	Monitoring of human settlements development in 3 LMs	6.1	Number of reports on the accreditation programme submitted COGHSTA and NDHS	16	16 reports submitted	Number of reports submitted	Monthly / Quarterly Reports	4	4	0	N/A	N/A
						Deviation = 0% (Target Reached) Positive Deviation = +% Negative Deviation = -%	Full Compliance: 0% Deviation		Under-Performance: - % Deviation		Over-Performance: +% Deviation	

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IDP Objectives					PoE							
<b>KPA 2. Local Economic Development</b>												
<b>2.1 Local Economic Development Unit</b>												
7	To support the development of a diverse economy	7.1	Percentage completion of programmes aimed at the diversification of the district economy	50% Implemented 2022/23 planned programmes	100% implemented identified programmes	% Progress on completion	Quarterly Reports	100.00%	0.00%	-100.00%	Preparations for the organisation of the Local Expo overlapped to the third quarter.	The Local Expo will be completed in the third quarter.
8	To support the development of learning and skilful economies	8.1	Percentage completion of programmes aimed at developing learning and skilful economies	50% Implemented 2022/23 planned programmes	100% implemented identified programmes	% Progress on completion	Quarterly Reports	100.00%	50.00%	-50.00%	The training could not start due to the incomplete cohort of the internship program, which was caused by insufficient suitable applicants.	The recruitment and selection process will be completed in the third quarter as the posts have been readvertised.
9	To facilitate the development of enterprises	9.1	Percentage completion of programmes aimed at developing enterprises	50% Implemented 2022/23 planned programmes	Annual Targets	% Progress on completion	Quarterly Reports	100.00%	100.00%	0.00%	N/A	N/A
10	To facilitate the development of inclusive economies	10.1	Percentage completion of programmes aimed at developing inclusive economies	100% Implemented 2022/23 planned programme	100% implemented identified programme	% Progress on completion	Quarterly Reports	100.00%	100.00%	0.00%	N/A	N/A
<b>2.2 Tourism Unit</b>												
11	To promote tourism in the Frances Baard District	11.1	Percentage completion of programmes aimed at upgrading, restoration and promotion of tourist attractions	90% Implemented 2022/23 planned programmes	6x programmes	% Progress on completion	Quarterly Reports	100.00%	100.00%	0.00%	N/A	N/A
		11.2	Percentage implementation of annual action plan to facilitate strategic partnerships and participation of role players	100% Implemented 2022/23 action plan	100% Implementation of the action plan	% Implementation	Quarterly Reports	100.00%	100.00%	0.00%	N/A	N/A
<b>3. Institutional Development and Transformation</b>												
<b>3.1 Environmental Health Management</b>												
12	To monitor and enforce national environmental health norms and standards in the Frances Baard district	12.1	Number of water samples collected analysed to monitor water quality	240 water samples collected and analysed	480 samples collected	Number of samples collected and analysed	Quarterly reports	120	118	-2	The target was not achieved due to samples that was damaged during transportation.	Additional samples will be collected in the third quarter.
		12.2	Number of inspections at food premises to determine food safety	700 Inspections at food premises	700 inspections completed	Number of inspections conducted	Quarterly reports	175	175	0	N/A	N/A
		12.3	Number of surface swabs collected to analyse for diseases and other health risks	180 Surface swabs collected to analyse	180 swabs collected	Number of surface swabs collected & analyse	Quarterly report	45	45	0	N/A	N/A
		12.4	Number of food handlers trained on environmental health requirements	420 Food handlers trained	420 food handlers trained	Number of food handlers trained	Quarterly reports	105	107	+2	New food handlers at the school feeding scheme were trained.	N/A
		12.5	Number of inspections conducted at non-food premises to determine health safety	335 Inspections conducted at non-food premises	364 inspections	Number of inspections conducted	Quarterly reports	91	91	0	N/A	N/A
						Deviation = 0% (Target Reached) Positive Deviation = +% Negative Deviation = -%	Full Compliance: 0% Deviation		Under-Performance: -% Deviation		Over-Performance: +% Deviation	

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IDP Objectives					PoE							
KPA 3. Institutional Development and Transformation continued...												
13	To implement and monitor environmental planning and management in the Frances Baard district	13.1	Number of awareness campaigns implemented	84 Awareness campaigns implemented	84 awareness campaigns implemented	Number of campaigns implemented	Quarterly reports	21	21	0	N/A	N/A
		13.2	Number of environmental calendar days celebrated	7 Environmental calendar days celebrated	7 environmental calendar days celebrated	Number of days celebrated	Quarterly reports	2	2	0	N/A	N/A
		13.3	Number of atmospheric emissions inventory updates performed	4 Atmospheric emissions inventory updates	4 updates performed	Number of updates performed	Quarterly reports	1	1	0	N/A	N/A
		13.4	Number of ambient air quality monitoring reports	4 Ambient air quality monitoring reports	4 monitoring reports	Number of reports	Quarterly reports	1	0	-1	The air quality report could not be generated due to the non-functional monitoring instrument.	The instrument has been sent for maintenance to ensure that the monitoring report of the air quality is generated as expected.
3.2 Disaster Management												
15	To reduce risks and build resilience for all communities within the district	15.1	Number of awareness programmes implemented	4	4x awareness programmes	Number of awareness programmes	Quarterly reports	1	1	0	N/A	N/A
16	To assist local municipalities by implementing response and recovery mechanisms as per national disaster management framework	16.1	Percentage response to requests on disastrous incidents in the local municipalities.	100.00%	100% response to all requests received	% Assistance	Monthly reports	100.00%	100.00%	0.00%	N/A	N/A
17	To develop institutional capacity and acquire resources for fire fighting services for 3 LMs	17.1	Percentage maintenance of fire fighting equipment in the 3LMs as per request	100.00%	100% maintenance	% Maintenance	Monthly reports	100.00%	0.00%	-100.00%	The acquisition of the skid units was not successful due to non-responsiveness.	The acquisition process will be redone in the third quarter.
18	To ensure effective internal security measures	18.1	Percentage implementation of the security maintenance agreements	100.00%	100% Implementation	% progress	Quarterly reports	100.00%	61.28%	-38.72%	The development of the terms of reference were delayed due to additional research that needed to be conducted on the new system to be installed.	The process of appointing a service provider will be concluded in the third quarter.
3.3 Human Resource Management												
19	To comply with legislative requirements relating to human resource management and development.	19.1	Percentage implementation of the annual human resource development & management plan	100.00%	100% Implementation of the HR plan	% Implementation	Quarterly reports	100.00%	87.00%	-13.00%	Due to the dispute at the bargaining council the LRF could not sit.	There will be special LRF meetings to deal with the agenda items pending the outcome of the bargaining council on the dispute.
20	To provide HR management and development support to LMs	20.1	Percentage implementation of the annual HR support plan for local municipalities	100%	100%	% Support	Quarterly reports	100.00%	100.00%	0.00%	N/A	N/A
Deviation = 0% (Target Reached) Positive Deviation = +% Negative Deviation = -%												
						Full Compliance: 0% Deviation		Under-Performance: -% Deviation		Over-Performance: +% Deviation		



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IDP Objectives					PoE							
KPA 3. Institutional Development and Transformation continued...												
<b>3.4 Records Management</b>												
21	To comply with the provincial archives act at FBDM and support the LMs towards compliance	21.1	Percentage implementation of the annual records management and advisory plan	100.00%	100% Implementation of the plan	% Implementation	Quarterly reports	100.00%	100.00%	0.00%	N/A	N/A
		21.2	Percentage implementation of the annual records management and advisory support plan	100.00%	100% support	%support	Quarterly reports	100.00%	150.00%	+50%	Additional inspection conducted at the LMs	N/A
22	To provide effective and efficient office support functions	22.1	Percentage implementation of the office support plan	100.00%	100.00%	% Implementation	Quarterly reports	100.00%	100.00%	0.00%	N/A	N/A
23	To provide effective and cost efficient office support services	23.1	Percentage implementation of the municipal buildings maintenance plan	100.00%	100% maintenance	% Maintenance	Quarterly reports	100.00%	100.00%	0.00%	N/A	N/A
<b>3.5 Information Communication Technology (ICT)</b>												
24	To upgrade obsolete ICT infrastructure and implement ICT solutions within the district	24.1	Percentage upgrading of ICT infrastructure and implementation of the ICT systems	100.00%	100% Upgrading of ICT infrastructure & implementation of the ICT systems	% Upgrading & Implementation	Quarterly reports	100.00%	100.00%	0.00%	N/A	N/A
25	To provide technical support to three LMs	25.1	Percentage implementation of the annual support plan	87% Implemented action plan	100% implementation	% Implementation	Quarterly reports	100.00%	55.55%	-44.44%	The acquisition process of the server room terms of reference had to be reworked to be in line with the intended deliverables of the project.	The project to be advertised in the third quarter.
<b>3.6 Integrated Development Planning (IDP)</b>												
26	To develop and review the district municipality's IDP in compliance with legislation	26.1	Percentage development and review of the district municipal IDP	100.00%	Adopted 2023/24 district IDP	% Progress	Quarterly reports	100.00%	44.44%	-55.55	Due to the unavailability of the political principals, the Strat Plan was postponed to the third quarter.	The Strat Plan will take place in the third quarter.
27	To support the local municipalities in the preparation and review of their IDPs	27.1	Percentage support to local municipalities in the review of their IDPs	100.00%	100% implementation of the 2023/24 support plan	% progress	Quarterly Reports	100.00%	100.00%	0.00%	N/A	N/A
<b>3.7 Spatial Planning</b>												
28	To facilitate the development of urban and rural areas in accordance with the relevant legislation	28.1	Percentage of land development applications received from LMs processed	100% processed applications for 2022/23	100% processed applications received	% Progress	Quarterly reports	100.00%	100.00%	0.00%	N/A	N/A
		28.2	Percentage progress on the development of 2X precinct plan	85% developed precinct plan for Dikgatlong LM	100% Development of 2X precinct plan ( Magareng & Dikgatlong LM)	% Progress	Quarterly reports	100.00%	100.00%	0.00%	N/A	N/A
Deviation = 0% (Target Reached) Positive Deviation = + % Negative Deviation = - % Full Compliance: 0% Deviation      Under-Performance: - % Deviation      Over-Performance: + % Deviation												

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IDP Objectives					PoE							
KPA 3. Institutional Development and Transformation continued...												
3.8 Geographic Information Systems												
29	To promote the use of GIS as a tool in the district	29.1	Percentage access and maintenance of GIS in the district.	100.00%	Revisit billing data base for Phokwane	% progress	Quarterly reports	100.00%	38.46%	-61.54%	The scheduled engagements could not take place due to the unavailability of the LMs personnel.	Engagements with the LMs will be conducted in the third quarter.
3.9 Performance Management Systems												
30	To maintain a functional performance management system in FBDM	30.1	Percentage implementation of the performance management annual plan	100.00%	100% Implementation of the annual plan	% Implementation	Quarterly reports	100.00%	100.00%	0.00%	N/A	N/A
KPA 4. Good Governance and Public Participation												
4.1 Communication and Media												
32	To keep the public informed on government activities in the district	32.1	Percentage implementation of the annual external communication action plan	100.0%	100% implementation of the action plan	% Progress on implementation of action plan	Quarterly reports	100.00%	116.62%	+16.62%	One additional press release; three additional radio talk shows due to the inclusion of the district economic summit to performance targets	N/A
33	To improve internal communication through the implementation of the internal communication plan	33.1	Percentage implementation of the internal communication plan	100% n	100% implementation of 2023/24 communication plan	% progress on the implementation of the communication plan	Quarterly reports	100.00%	100.00%	0.00%	N/A	N/A
4.2 Risk Management												
34	To manage risk activities in FBDM, Magareng & Dikgatlong LMs	34.1	Percentage Implementation of annual Risk Implementation plan for FBDM	Implemented risk management plan for FBDM	100% Implementation of annual risk plan	% Progress	Quarterly Reports	100%	100.00%	0.00%	N/A	N/A
		34.2	Percentage implementation of the annual risk plan for Dikgatlong and Magareng LMs	Drafted risk policies and strategies for Dikgatlong & Magareng LMs	100% implementation of annual risk plan for Dikgatlong & Magareng LMs	% Implementation	Quarterly reports	100.00%	100.00%	0.00%	N/A	N/A
35	To prevent and manage fraud and anti-corruption in FBDM, Magareng & Dikgatlong LMs	35.1	Percentage Implementation of annual fraud and anti-corruption plan for FBDM	Implemented anti-corruption and fraud management plan for FBDM	100% Implementation of anti-corruption and fraud management plan for FBDM	% Implementation	Quarterly reports	100.00%	100.00%	0.00%	N/A	N/A
		35.2	Percentage Implementation of annual fraud and anti-corruption plan for Dikgatlong & Magareng LMs	Drafted fraud and corruption policies and strategies for Dikgatlong & Magareng LMs	100% Implementation of anti-corruption and fraud management plan for Dikgatlong & Magareng LMs	% Implementation	Fraud awareness reports	100.00%	100.00%	0.00%	N/A	N/A
								Deviation = 0% (Target Reached) Positive Deviation = + % Negative Deviation = - %		Full Compliance: 0% Deviation      Under-Performance: - % Deviation		Over-Performance: + % Deviation

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IDP Objectives					PoE							
4. Good Governance and Public Participation continued...												
4.3 Internal Audit												
36	To evaluate the adequacy and effectiveness of control processes and assessment of compliance with legislation in FBDM and 2 LMs	36.1	Percentage implementation of the approved internal audit plans (fbdm and 2LMs)	100%	100% Implementation of the audit plans	% Implementation	Quarterly reports	100.00%	100.00%	0.0%	N/A	N/A
4.4 Legal and Compliance Services												
37	To provide legal and compliance services in the district	37.1	Percentage provision of legal advisory and compliance services in the district ( As per request)	100.00%	100.00%	% Compliance	Litigation register	100.00%	100.00%	0.00%	N/A	N/A
38	Provision of sound legal binding contracts in the district	38.1	Percentage provision of legal contract services ( As per request)	100.00%	100.00%	% Provision	Contract register	100.00%	100.00%	0.00%	N/A	N/A
4.5 Council and Committee Services												
39	To ensure an effective and efficient functioning of council and its committees	39.1	Percentage facilitation of council and its committee meetings	95%	100% facilitation of committees and council meetings	% Compliance	Signed agendas and minutes of Council and committee meetings	100.00%	92.85%	-7.15%	One committee of council did not sit due to not forming a quorum.	N/A
4.6 Youth Services												
40	To facilitate and coordinate youth development in the district	40.1	Number of stakeholder engagement platforms facilitated	4x stakeholder engagements facilitated	4 Platforms	Number of platforms	Quarterly Reports	1	0	-1	The district forum could not take place because of the unavailability of stakeholders.	To host the district forum in the third quarter.
		40.2	Percentage coordination of youth development programmes	100%	100% Coordination	% Progress	Quarterly Reports	100.00%	0.00%	-100.00%	The acquisition process for the training provider was suspended to allow for the identification of the beneficiaries for training with relevant stakeholders.	The acquisition process for the training provider will be completed in the third quarter.
4.7 Special Programmes												
41	To coordinate and facilitate special programmes in the district	41.1	Percentage facilitation and coordination of special programmes in the district	75.00%	100% Implementation of approved programmes	% Progress	Quarterly Reports	100.00%	50.00%	-50.00%	The acquisition process for the training provider was suspended to allow for the identification of the beneficiaries for training with relevant stakeholders.	The acquisition process for the training provider will be completed in the third quarter.
KPA 5. Municipal Financial Viability and Management												
5.1 Budget and Treasury												
42	To ensure compliance to all accounting and legislative reporting requirements	42.1	Percentage compliance to budgeting and reporting requirements	100.00%	100.00%	% Compliance	Monthly / Quarterly reports	100.00%	100.00%	0.00%	N/A	N/A
43	To ensure sound financial management practices according to National Treasury guidelines	43.1	Percentage implementation of sound financial management practices (Revenue expenditure)	100.00%	100.00%	% Compliance	Monthly / Quarterly reports	100.00%	100.00%	0.00%	N/A	N/A
45	To ensure implementation of supply chain management policies and related prescripts	45.1	Percentage compliance with National treasury supply chain management system	100.00%	100.00%	% Compliance	Monthly / Quarterly reports	100.00%	100.00%	0.00%	N/A	N/A
							Deviation = 0% (Target Reached)					
							Positive Deviation = +%		Full Compliance: 0% Deviation		Under-Performance: - % Deviation	
							Negative Deviation = -%				Over-Performance: +% Deviation	

FRANCES BAARD DISTRICT MUNICIPALITY		
SUMMARY OF MUNICIPAL SECOND QUARTER PERFORMANCE: 01 OCTOBER - 31 DECEMBER 2023.		
Number of Key Performance Indicators Measured For The Second Quarter of 2023/24 Financial Year		57
1. Overall achievement (including over achievement/ exceeded targets)	43	75.00%
2. Targets not achieved	14	24.56%
3. Targets Exceeded (out of the achieved indicators)	6	10.52%