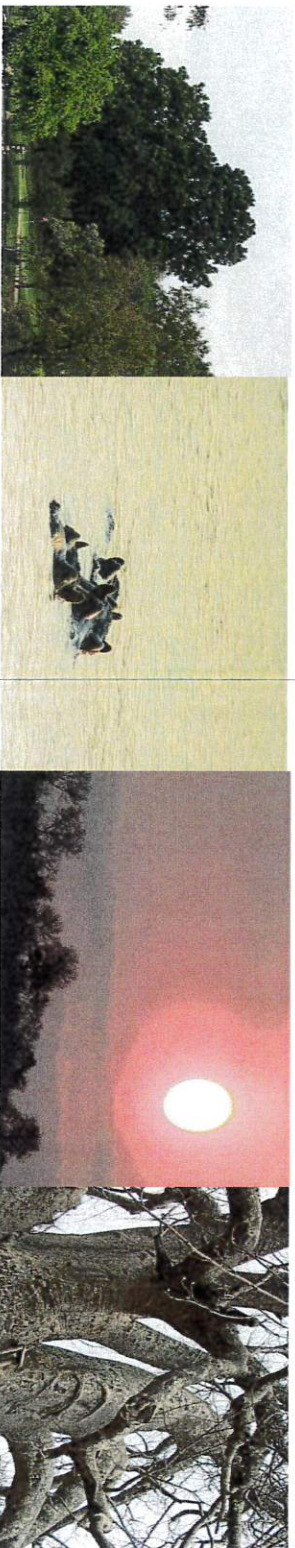


BA-PHALABORWA LOCAL MUNICIPALITY



2023-2024 SECOND QUARTER PERFORMANCE REPORT



“Provision of quality services for community well-being and

The Home of Marula and Wildlife Tourism

Contents

1. Introduction

The development, implementation and monitoring of a Service Delivery and Budget Implementation Plan (SDBIP) is required by the Municipal Finance Management Act (MFMA). In terms of Circular 13 of National Treasury, “the SDBIP gives effect to the Integrated Development Plan (IDP) and budget of the municipality and will be possible if the IDP and budget are fully aligned with each other, as required by the MFMA.”

As the budget gives effect to the strategic priorities of the municipality it is important to supplement the budget and the IDP with a management and implementation plan. The SDBIP serves as the commitment by the Municipality, which includes the administration, council and community, whereby the intended objectives and projected achievements are expressed in order to ensure that desired Projections over the long term are achieved and these are implemented by the administration over the next twelve months.

The SDBIP provides the basis for measuring performance in service delivery against quarterly targets and implementing the budget based on monthly projections. Circular 13 further suggests that “the SDBIP provides the vital link between the mayor, council (executive) and the administration, and facilitates the process for holding management accountable for its performance. The SDBIP is a management, implementation and monitoring tool that will assist the mayor, councillors, municipal manager, senior managers and community.”

2. Legislation

The Municipal Finance Management Act (MFMA) defines a Service Delivery and Budget Implementation Plan (SDBIP) as: a detailed plan approved by the mayor of a municipality in terms of section 53 (1) (c) (ii) for implementing the municipality's delivery of municipal services and its annual budget, and which must indicate-

- (a) Projections for each month of-
 - (i) Revenue to be collected, by source; and
 - (ii) Operational and capital expenditure, by vote;
- (b) Service delivery targets and performance indicators for each quarter

Section 53 of the MFMA stipulates that the Mayor should approve the adjusted SDBIP within 28 days after the approval of the adjusted budget. The Mayor must also ensure that the revenue and expenditure projections for each month and the service delivery targets and performance indicators as set out in the adjusted SDBIP are made public within 14 days after their approval.

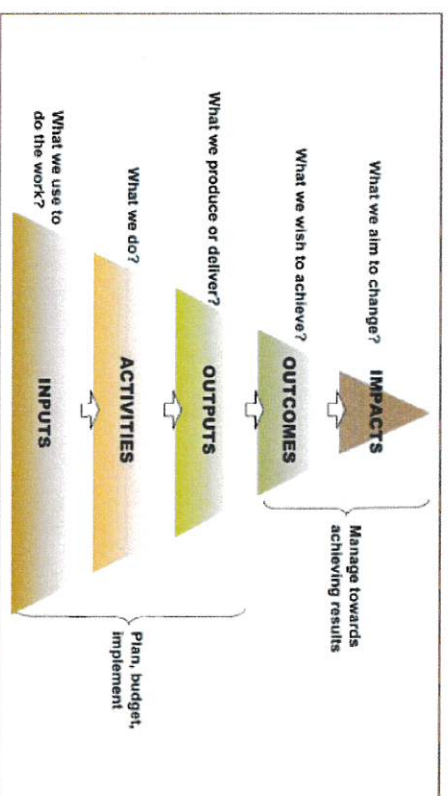
The following National Treasury prescriptions, in terms of MFMA Circular 13, are applicable to the Ba-Phalaborwa Local Municipality:

1. Monthly projections of revenue to be collected by source
2. Monthly projections of expenditure (operating and capital) and revenue for each vote¹ *
3. Quarterly projections of service delivery targets and performance indicators for each vote
4. Ward information for expenditure and service delivery
5. Detailed capital works plan broken down by ward over three years

3. Methodology and Content

The development of the SDBIP was influenced by the Priorities, Strategic Objectives, Programme Objectives and Strategies contained in the IDP ensuring progress towards the achievement thereof. The SDBIP of the Ba-Phalaborwa Local Municipality (BLM) is aligned to the Key Performance Areas (KPA's) as prescribed by the Performance Management Guide for Municipalities of 2001, with the addition of Spatial Rationale as another KPA to be focused upon.

The methodology followed by BLM in the development of the SDBIP is in line with the Logic Model methodology proposed by National Treasury as contained in the Framework for Managing Programme Performance Information.



4. Strategic Intent

Vision:

“Provision of quality services for community well-being and tourism development

Mission:

“To provide quality infrastructure and affordable services, promote sustainable economic growth, financial viability, sound administration and accountable governance”

Values

- Efficiency and effectiveness;
- Accountability;
- Innovation and creativity;
- Professionalism and hospitality;
- Transparency and fairness;
- Continuous learning and
- Conversation conscious

Strategic objectives:

- Promotion of local economy
- Provision of sustainable integrated infrastructure land services
- Sustain the environment
- Improve financial viability
- Good corporate governance and public participation and
- Attract, develop and retain best human capital

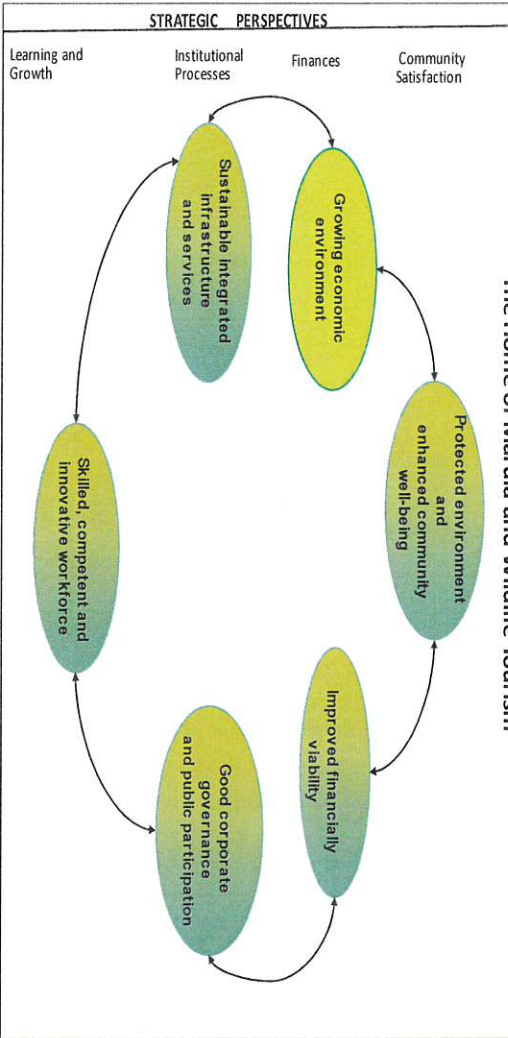
Slogan:

“The home of Marula and wildlife tourism”

The strategic objectives are spread across the four perspectives as indicated through the strategic map below:

“Provision of quality services for community well-being and tourism development”

The Home of Marula and Wildlife Tourism



ACCOUNTING OFFICER'S ASSESSMENT OF PERFORMANCE

1. BACKGROUND OF THE REPORT

Section 72 of the Local Government: Municipal Finance Management Act, 56 of 2003, requires that the accounting officer of a municipality must by the end of each quarter assess the performance of the municipality and submit a report on each assessment to the mayor of the municipality; the National Treasury; and the relevant provincial treasury.

In terms of Section 72 (2) of the Act, this report is accompanied by a statement compiled in terms of the provisions of Section 71(1).

2. MUNICIPAL SECOND QUARTER PERFORMANCE AS PER THE ASSESSMENT

The municipality used the top layer SDBIP as approved for implementation during the 2023/24 financial year. The SDBIP is used as a performance monitoring tool for the implementation of the IDP and Budget. The performance target reflected in the SDBIP is as per the IDP objectives. The Administration component is responsible for implementation of the SDBIP and the Political component is responsible for providing oversight. This is done through regular reporting to Council

2023/24 Second Quarter Performance Analysis

2.2 Comparison of the previous year and current year

2023/24 Second Quarter Performance Analysis						
Key Performance Area	Second Quarter Target	Target Achieved	Target not Achieved	Target not Performed	% Achievement	
Spatial Rationale	1	1	0	0	100%	
Basic Services Delivery	12	9	3	0	75%	
Municipal Financial Viability	5	4	1	0	80%	
Local Economic Development	3	3	0	0	100%	
Municipal Transformation and Institutional Development	4	3	1	0	75%	
Good Governance and Public Participation	26	22	3	1	85%	
Total	51	42	8	1	83%	

- For the period under review the municipality had 6 key performance areas with a total number of 51 key performance indicators for the 2023/24 Second Quarter. The municipality managed to record good performance on 42 key performance indicators which constituted 83% and indicators not performed constituting 1%, indicator not performed is on fraud and corruption and poor performance recorded was on 8 key performance indicators which constituted 16 %. The poor performance is recorded on the following 4 key performance indicators:
 1. Expenditure on electricity funding, the second quarter target of R8317600.00 of expenditure on electricity was not met due to late approval of designs by Eskom.
 2. Upgrading of roads from gravel to tar at Benfarm, target was not met due to slow progress by the contractor.
 3. Debt collections, the target of 30% not met due lack of capacity on personnel to enforce credit control measures.
 4. Filling of prioritised vacant positions, the target of 15 was not met due to the reason that the municipality is unable to attract competent candidates and delays in the finalization of vetting processes.
 5. Community satisfaction survey, community not dissatisfied with the service rendered by the municipality.
- The performance scorecard has indicated the challenges and intervention to correct the poor performance.

REVENUE BY SOURCE, OPERATING EXPENDITURE AND CAPITAL EXPENDITURE PERFORMANCE

Sources of Revenue	2023/24 Second Quarter Projections of Revenue for each Source				Challenges	Corrective measures/ Interventions	Evidence Required
	R'000 Second Quarter target	Second Quarter Actual Performance	Second Quarter Performance Variance				
Property Rates	46 139	81 184	35 045	Target met	None	Finance report	
Service charges – electricity	43 895	28 562	(15 334)	Low collection on electricity due to illegal connection, theft and load shedding	Continuous investigation and audit electricity meters to reduce theft	Finance report	
Service Charges – Refuse	5 193	9 901	4 708	Target met	None	Finance report	
Rental of Facilities and Equipment	55	153	98	Target met	None	Finance report	
Interest on external Investments	653	773	119	Target met	None	Finance report	
Interest Earned – Outstanding Debtors	15 664	10 903	(4 761)	Culture of non-payment of municipal services especially in the townships & Interest reversals in the form of settlement discount	Debt collector has been sourced to assist with long outstanding debts in townships	Finance report	
Dividends received	0	0	0	None	None	Finance report	
Fines	341	0	(341)	Recons will be done at Year end	None	Finance report	
Licenses and Permits	1 527	(0)	(1 528)	Recons will be done at Year end	None	Finance report	
Agency services	1 632		(1 632)	Recons will be done at Year end	None	Finance report	
Transfers recognised - operational	51 861	70 877	19 017	Target met	None	Finance report	
Transfers recognised - capital	14 147	16 332	2 185	Target met	None	Finance report	
Other Revenue	2 126	1 357	(769)	Customers opting not to use Municipal facilities (Phalaborwa area has high unemployment rate)	Journal to be processed at year end after or monthly	Finance report	
Total Revenue by Source	183 233	220 041	36 808				

Second Quarter Projections of Revenue and Expenditure by Vote: (Operating)

Expenditure and Revenue by Vote	Second Quarter Target Opex	Second Quarter Actual Performance	Second Quarter Actual Performance variance	Remarks/Challenges	Corrective measures	Evidence Required
Executive and council	20 123	17 198	-2 925	Low Expenditure affected by non-spending on other line items	None	Finance report
Budget and Treasury	47 023	23 093	-23 930	Low Expenditure affected by non-spending on other line items	None	Finance report
Corporate Services	24 224	16 149	-8 075	Low Expenditure affected by non-spending on other line items	None	Finance report
Community and Social Services	8 506	9 048	542	Target met	None	Finance report
Public Safety	5 340	4 749	-591	Low Expenditure affected by non-spending on other line items	None	Finance report
Economic and Environmental Services	8 159	4 176	-3 983	Low Expenditure affected by non-spending on other line items	None	Finance report
Road Transport	21 478	22 287	809	Target met	None	Finance report
Electricity	53 835	36 905	-16 930	Low Expenditure affected by non-spending on other line items	None	Finance report
Waste Management	2 443	1 013	-1 430	Low Expenditure affected by non-spending on other line items	None	Finance report
Total by Vote	191 131	134 618	-56 513			

Second Quarter Projections of Revenue and Expenditure by Vote: (Capital)

Expenditure and Revenue by Vote	Second Quarter Target Capex	Second Quarter Actual Performance	Second Quarter Actual Performance variance	Remarks/Challenges	Corrective measures	Evidence Required
Executive and council	0	0	0	None	None	Finance report
Budget and treasury office	0	0	0	None	None	Finance report
Corporate services	375	309	(66)	None	None	Finance report
Road transport	4 000	3 075	(925)	None	None	Finance report
Electricity	6 618	5 854	(764)	None	None	Finance report
Total by Vote	5 199	2 929	(2 269)	None	None	
	16 192	12 166	(4 025)			

Second Quarter v Projections of Revenue and Expenditure by Vote: (Revenue)

Revenue by Vote	Second Quarter Target Revenue	Second Quarter Actual Performance	Second Quarter Actual Performance Variance	Remarks/Challenges	Corrective measures	Evidence Required
Budget and Treasury	111 406	160 856	49 450	Target met	None	Finance Report
Corporate Services	55	275	220	Target met	None	Finance Report
Community and Social Services	48	57	9	Target met	None	Finance Report
Public Safety	1 527	(0)	(1 528)	Recons are done at Year end.	None	Finance Report
Planning and development	76	39	(37)	None	None	Finance Report
Road Transport	10 143	14 189	4 046	Target met	None	Finance Report
Electricity	51 774	32 326	(19 448)	Target met	None	Finance Report
Waste Management	8 204	12 299	4 095	Target met	None	Finance Report
Total by Vote	183 233	220 041	36 808			

Detailed Institutional Performance Results for Second Quarter per Key Performance Areas

Under-Performance	0 - 49%
Partially achieved	50 – 74%
Good Performance	75 – 100%
Over achieved	Over 100%
Non-Performance	

Note:

1. Over achievement Standards does not apply to compliance targets
2. Over achievement standards applies to service delivery targets and core business of the municipality

KPA 1:

Spatial Rationale

KPA 1: Spatial Rationale														
PMS No. & Performance Area	Cluster	IDP Objective	Key Performance Indicator	Responsible Manager	Baseline (30/06/23)	Annual Target 30/06/24	Budget	2023/24 Quarterly Projections			Remarks	Challenges	Interventions	Evidence Required
								Second Quarter target (1 Sep – 31 Dec 23)	Second Quarter Actual Performance	Second Quarter Actual Performance variance				
1.1 Spatial Planning														
1.1.3	Government and Administration	Sustain the environment	Turnaround time of land use & development applications submitted to Mopani Planning Tribunal by 30/06/2024.	Senior Manager Planning & Development	Within 90 days of receipt	Within 90 of receipt	OPEx	Within 90 of receipt	3 land use & development applications submitted to Mopani Planning Tribunal within 90 days of receipt	0	Application received and processed accordingly	None	None	Date of receipt on the application Proof of Submission register to Mopani Planning Tribunal

KPA 2:

BASIC SERVICE DELIVERY

KPA 2: SERVICE DELIVERY														
PMS No. & Performance Area	Cluster	IDP Objective	Key Performance Indicator	Responsible Manager	Baseline (30/06/23)	Annual Target 30/06/24	Budget	2023/24 Quarterly Projections			Remarks	Challenges	Interventions	Evidence Required
								Second Quarter target (1 Sep – 31 Dec 23)	Second Quarter Actual Performance	Second Quarter Actual Performance variance				
2.1 Electricity														
2.1.1	Technical infrastructure	Provision of sustainable integrated infrastructure and service	% on reduction of electricity losses each quarter by 30/06/2024	Senior Manager Technical Services	4.2%	4%	OPEX	2%	7.8%	5.8%	None	None	None	BPM billing to consumers. Eskom bill and distribution loss
2.1.2	Technical infrastructure	Provision of sustainable integrated infrastructure and service	Expenditure on electricity capital funding spent per quarter by 30/06/2024	Senior Manager Technical Services	R8 000 000,00	R20 794 000,00	INEP	R8 317 600,00	R3 189 765,70	R5 127 834,3	Late approval of designs at Eskom	Late approval of designs at Eskom	Forward planning	Payment Certificates and Expenditure Reports
2.1.3	Technical infrastructure	Provision of sustainable integrated infrastructure and service	Number of HH with access to electricity in Municipal Licensed area (Phalaborwa Town) by 30/06/2024	Senior Manager Technical Services	5274	4167	OPEX	4167	4167	4167	None	None	None	Household list on conventional and pre-paid.
2.1.4	Technical infrastructure	Provision of sustainable integrated infrastructure and service	Number of indigent HH receiving free basic electricity by 30/06/2024	Chief Financial Officer	506	2716	OPEX	2716	419	(2 297)	Low number of customer registering	Illegal Connection of the Electricity in the townships	Report to Eskom	Indigent Register and Proof of payment to Eskom
2.2 Roads & Storm Water														
2.2.1	Technical infrastructure	Provision of sustainable integrated infrastructure and services	Number kilometres of gravel roads upgraded to tar in Benfarum by 30/06/2024	Senior Manager Technical Services	1 Km	3,8 Km	CAPEX	Construction. progress report and Site Meetings, earth workings	Construction is on progress and physical progress is at 64,8%/td	None	Layer works are still in progress on road 1	Surfacing will only come after completion of layer works	Layer works to be completed thereafter surfacing will follow	Project reports, projects completion certificates

KPA 2: SERVICE DELIVERY															
PMS No. & Performance Area	Cluster	IDP Objective	Key Performance Indicator	Responsible Manager	Baseline (30/06/23)	Annual Target 30/06/24	Budget	2023/24 Quarterly Projections				Remarks	Challenges	Interventions	Evidence Required
								Second Quarter target (1 Sep – 31 Dec 23)	Second Quarter Actual Performance	Second Quarter Actual Performance variance					
2.2.2	Technical Infrastructure	Provision of sustainable integrated infrastructure and service	Expenditure on roads and storm water capital funding spent per quarter by 30/06/2024	Senior Manager Technical Services		R20 420 000	CAPEX	8 168 000	R10 493 991,35	+R 2 325 991,35	Bertram upgrading of street project on-going.	Achieved.	None	Payment Certificates and Expenditure Reports	
2.3.1	Protect Environment and Community Well being	Sustain the Environment	Number of parks maintained per month by 30/06/2024 Wildveye, Phalaborwa Fourways, Seelane, Buffalo King, Fisher, Impala, Ndamakgale Entrance Defryn, Gravelotte	Senior Manager Community Services	9	9	OPEX	9	9	9	Parks are maintained as per monthly plan.	Water restriction	Turning parks and island into dry parks	Maintenance plan, inspection reports and pictures	
2.3.2	Protect Environment and Community	Sustain the Environment	Number of cemetery maintained per month by	Senior Manager Community Services	4	4	OPEX	4	4	4	Cemeteries are maintained as per	None	None	Maintenance plan, inspection reports and pictures	

KPA 2: SERVICE DELIVERY

PMS No. & Performance Area	Cluster	IDP Objective	Key Performance Indicator	Responsible Manager	Baseline (30/06/23)	Annual Target 30/06/24	Budget	2023/24 Quarterly Projections			Remarks	Challenges	Interventions	Evidence Required
								Second Quarter target (1 Sep – 31 Dec 23)	Second Quarter Actual Performance	Second Quarter Actual Performance variance				
2.4 Waste Management														
2.4.1	Protect Environment and Community Well being	Sustain the Environment	Number of Monthly Maintenance of Phalaborwa landfill site by 30/06/2024	Senior Manager Community Services	4	12	OPEX	6	6	0	Landfill site daily compaction and covering of waste	None	Landfill technical monitoring committee was established	Monthly maintenance report as per Service Level check list
2.4.2	Protect Environment and Community Well being	Sustain the Environment	Number of urban Households with access to basic waste removal services (Phalaborwa town, Gravelotte, Namdkgale and Lulekani by 30/06/2024	Senior Manager Community Services	12605	13265	OPEX	13265	13265	0	Contant breakdown of tipper trucks affect service delivery	Breakdown of refuse compactor truck	Daily rotation of refuse compactor truck	Confirmation of waste collection by ward councillors
2.4.3	Protect Environment and Community Well being	Sustain the Environment	Number of rural villages with access to basic waste removal services (Mashishimale & Makhushane by	Senior Manager Community Services	2	2	OPEX	2	2	0	Contant breakdown of tipper trucks affect service delivery	Breakdown of tipper truck	Provision of skip bins and two villages Mashishimale & Makhushane	Confirmation of waste collection by ward councillors

KPA 2: SERVICE DELIVERY														
PMS No. & Performance Area	Cluster	IDP Objective	Key Performance Indicator	Responsible Manager	Baseline (30/06/23)	Annual Target 30/06/24	Budget	2023/24 Quarterly Projections			Remarks	Challenges	Interventions	Evidence Required
								Second Quarter target (1 Sep – 31 Dec 23)	Second Quarter Actual Performance	Second Quarter Actual Performance variance				
2.4.4	Protect Environment and Community Well being	Sustain the Environment	Number of Indigent Households receiving free basic waste removal service by 30/06/2024	GFO	506	1201	OPEX	1181	1181	0	Contant breakdown of tipper trucks affect service delivery	Breakdown of refuse compactor truck	Breakdown of refuse compactor truck	Indigent Register

KPA 3:

MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT

KPA 3: Municipal Financial Viability and Management

PMS No. & Performance Area	Cluster	IDP Objective	Key Performance Indicator	Responsible Manager	Baseline (30/06/23)	Annual Target 30/06/24	Budget	2023/24 Quarterly Projections				Remarks	Challenges	Interventions	Evidence Required
								Second Quarter target (1 Sep – 31 Dec 23)	Second Quarter Actual Performance	Second Quarter Actual Performance	Second Quarter Actual Performance variance				
3.1 Financial Management															
3.1.6	Governance and administration	Improve financial viability	Number of quarterly movable asset verifications conducted by 30/06/2023	Chief Financial Officer	3	4	OPEX	1	1	0	Target met	None	None	Quarterly assets verifications reports	
3.1.7	Governance and administration	Improve financial viability	Number of monthly strings uploaded using the LG Portal within 10 days at the end of each month. Treasury by 30/06/2024	Chief Financial Officer	12	12	OPEX	6	6	0	Target met	None	None	Monthly strings Proof of submission within 10 days.	
3.1.8	Governance and administration	Improve financial viability	% of improvement in revenue collection monthly (improvement from 65 to 80% by 30/06/2024 budget year	Chief Financial Officer	65%	80%	OPEX	60%	43%	17%	Low collection	Lack of capacity to disconnected services	Capacitate Technical department /Develop a Revenue Protection Unit	Quarterly reports on revenue collection	
3.1.9	Governance and administration	Improve financial viability	% of Debt collected by 30/06/2024	Chief Financial Officer	3%	50%	OPEX	30%	3%	27%	Low collection due to lack of capacity	Lack of capacity to enforce credit control measures from technical department	Capacitate Technical department	Quarterly reports on debt collection	
3.1.11	Good governance and administration	Improve financial viability	Expenditure spent quarterly on M/G by 30/06/2024	Senior Manager Technical Services	R40 918 404,00	R36 1860 00,00	M/G	R18 000 000,00	R15 356 553,81	R2 643 446,19	Target not met	Only two projects (Bertram and Namakgale stadium) were active. Installation of culverts had recruitment issues which led to delay in commencement of construction works/activities	Intervention meetings were held with councilors and administrators to assist in kick-starting the works	M/G monitoring report /payment certificates/ Grant reconciliation	

KPA 4:

LOCAL ECONOMIC DEVELOPMENT

KPA 4: Local Economic Development														
PMS No. & Performance Area	Cluster	IDP Objective	Key Performance Indicator	Responsible Manager	Baseline (30/06/23)	Annual Target 30/06/24	Budget	2023/24 Quarterly Projections				Evidence Required		
								Second Quarter target (1 Sep – 31 Dec 23)	Second Quarter Actual Performance	Second Quarter Actual Performance Variance	Remarks		Challenges	Interventions
4.1 Job creation														
4.1.1	Economic	Promotion of local economy	Number of jobs created through capital Projects by 30/06/2024 (Temporary jobs)	Senior Manager Technical Services	70	70	CAPEX	60	73	73	Overachieved	None	None	Certified ID copies, payment registers and employment contracts
4.1.3	Economic	Promotion of local economy	Number of LED Forums meetings held by 30/06/2024.	Senior Manager Planning and Development	58	63	OPEX	63	81	81	Overachieved	None	None	Invitations, Attendance register and minutes
4.2 Enterprise Support														

KPA 4: Local Economic Development															
PMS No. & Performance Area	Cluster	IDP Objective	Key Performance Indicator	Responsible Manager	Baseline (30/06/23)	Annual Target 30/06/24	Budget	2023/24 Quarterly Projections				Remarks	Challenges	Interventions	Evidence Required
								Second Quarter target (1 Sep – 31 Dec 23)	Second Quarter Actual Performance	Second Quarter Actual Performance variance	Target exceeded				
4.2.1	Economic	Promotion of local economy	Number of SMMEs supported through the municipal SCM (procurement) by 30/06/2024	Chief Financial Officer	461	200	CAPEX & CAPITAL	100	298	-198	Target exceeded	None	None	System generated Expenditure report with SMMEs supported.	

KPA 5:

Municipal Transformation and Institutional Development

KPA 5: Municipal Transformation and Institutional Development														
PMS No. & Performance Area	Cluster	IDP Objective	Key Performance Indicator	Responsible Manager	Baseline (30/06/23)	Annual Target 30/06/24	Budget	2023/24 Quarterly Projections			Remarks	Challenges	Interventions	Evidence Required
								Second Quarter target (1 Sep – 31 Dec 23)	Second Quarter Actual Performance	Second Quarter Actual Performance Variance				
5.1 Organisational Design & Human Resource														
5.1.3	Good governance and administration	Attract, develop and retain best human capital	Number of prioritised vacant positions to be filled per quarter by 30/06/2024	Senior Manager Corporate Services	40	20	OPEX	15	6	-9	The post was advertised but not getting suitable candidates	The Municipality is unable to meet the target due to several reasons including the inability to attract competent candidates, and delays in the finalization of vetting processes.	Readvertise the positions which are not filled due to the non-responsiveness of the applicants and constant follow-up with the candidates regarding the vetting results.	Approved recruitment plan on critical positions and Appointment letters
5.3 Skills Development														
5.3.2	Good governance and administration	Attract, develop and retain best human capital	Amount of Municipal budget allocated and spent on work skills development per quarter 30/06/2024(1% legislation)	Senior Manager Corporate Services	R1 360 755,12	R1 644 881,06	OPEX	R 411 200,00	R837 487,54 by Mid-Year	R426287,54	Training conducted is for Councillors and Officials	None	None	Expenditure reports; implementation reports
5.4 Performance Management System														
5.4.2	Good governance and	Good corporate governance	Number of Individual Performance	Municipal Manager	0	2	OPEX	1 Annual Assessment	0	-1	The audit for 2022/23	Waiting for Auditor General to	The scorecards has been	Approved schedule of Individual

KPA 5: Municipal Transformation and Institutional Development																							
PMS No. & Performance Area	Cluster	IDP Objective	Key Performance Indicator	Responsible Manager	Baseline (30/06/23)	Annual Target 30/06/24	Budget	2023/24 Quarterly Projections				Evidence Required											
								Second Quarter target (1 Sep – 31 Dec 23)	Second Quarter Actual Performance	Second Quarter Actual Performance variance	Remarks												
	administration	and public participation	Assessment of 54&57 Managers conducted to review their performance 30/06/2024 (Mid year/Annual																				
5.5 OHS																							
5.5.1	Good governance and administration	Good corporate governance and public participation	Number of Institutional OHS quarterly meetings held by 30/06/2024	Senior Manager Corporate Services	4	4	OPEX	1	1	1	Meeting held as follows: 12/10/2023	n/a	n/a	Quarterly Reports, minutes and attendance registers									

KPA 6:

GOOD GOVERNANCE & PUBLIC PARTICIPATION

KPA 6: Good Governance and Public Participation															
PMS No. & Performance Area	Cluster	IDP Objective	Key Performance Indicator	Responsible Manager	Baseline (30/06/2023)	Annual Target (30/06/24)	Budget	2023/24 Quarterly Projections			Remarks	Challenges	Interventions	Evidence Required	
								Second Quarter target (1 Sep – 31 Dec 23)	Second Quarter Actual Performance	Second Quarter Actual Performance variance					
6.1 Council and Executive Management															
6.1.1	Good governance and administration	Good corporate governance and public participation	Number of scheduled Council meetings held by 30/06/2024	Senior Manager Corporate Services	14	6	OPEX	3	2	-1	1 Ordinary and 1 Special	The Council was on recess during the month of December 2023	Council meetings to be convened from January 2024	Minutes of council meetings, attendance registers	
6.1.2	Good governance and administration	Good corporate governance and public participation	Number of scheduled Exco meetings held by 30/06/2024	Senior Manager Corporate Services	16	11	OPEX	5	6	+1	5 Ordinary and 1 Special	Ordinary and 1 Special Council meetings were held	None	None	Minutes of EXCO meetings, attendance registers
6.1.3	Good governance and administration	Good corporate governance and public participation	Number of scheduled quarterly MPAC meetings held as per legislation by 30/06/2024	Municipal Manager	14	4	OPEX	1	3	3	3 MPAC meetings were held as per the target.	None	None	None	Council Approved MPAC schedule of meetings/Attendance registers Attached
6.1.4	Good governance and administration	Good corporate governance and public participation	% of MPAC quarterly Resolutions implemented by 30/06/2024	Municipal Manager	68%	100%	OPEX	100%	100%	100%	None	None	None	None	Resolution register and POE to support resolutions implemented
6.1.5	Good governance and administration	Good corporate governance and public participation	Number of scheduled monthly senior management meetings held	Municipal Manager	14	12	OPEX	6	6	0	5 Ordinary and 1 Special	None	None	None	Minutes of Senior Management meetings, attendance

KPA 6: Good Governance and Public Participation												
PMS No. & Performance Area	Cluster	IDP Objective	Key Performance Indicator	Responsible Manager	Baseline (30/06/2023)	Annual Target (30/06/24)	Budget	2023/24 Quarterly Projections				Evidence Required
								Second Quarter target (1 Sep – 31 Dec 23)	Second Quarter Actual Performance	Second Quarter Actual Performance variance	Remarks	
6.1.6	Good governance and administration	Good corporate governance and public participation	Number of scheduled monthly Portfolio Committee meetings held by 30/06/2024	Municipal Manager	62	55	OPEX	30	27	-3	No portfolio meeting in December and Corporate Department had +2 meetings, hence 27 instead of 25.	Minutes of Portfolios meetings, attendance registers
6.2.1	Good governance and administration	Good corporate governance and public participation	Number of IDP REP Forum meetings held by 30/06/2024	Municipal Manager	2	4	OPEX	1	1	0	Meeting was held in October	Attendance registers, agendas, invitations
6.2.2	Good governance and administration	Good corporate governance and public participation	Number of IDP Steering Committee meetings held by 30/06/2024	Municipal Manager	4	4	OPEX	1	1	0	Meeting was held in October	Attendance registers, agendas, invitations
6.2.3	Good governance and administration	Good corporate governance and public participation	Number of scheduled and convened monthly ward Committee meetings per ward by 30/06/2024	Municipal Manager	New	209	OPEX	38	114	+19	Special Ward Committee meetings.	Minutes and attendance register Batho pele report

KPA 6: Good Governance and Public Participation														
PMS No. & Performance Area	Cluster	IDP Objective	Key Performance Indicator	Responsible Manager	Baseline (30/06/2023)	Annual Target (30/06/24)	Budget	2023/24 Quarterly Projections					Evidence Required	
								Second Quarter target (1 Sep – 31 Dec 23)	Second Quarter Actual Performance	Second Quarter Actual Performance Variance	Remarks	Challenges		Interventions
6.2.4	Good governance and administration	Good corporate governance and public participation	Number of quarterly Meyoral Izimbizos and public participation by 30/06/2024	Municipal Manager	4	4	OPEX	1	1	0	The meeting was held at All Nations sportsground, Molele	None	None	Public notices and Community Inputs report.
6.2.5	Good governance and administration	Good corporate governance and public participation	% of complains resolved quarterly by 30/06/2024	Senior Manager Technical Services	76%	100%	OPEX	100%	69%	-31% 1851 Cases reported for service delivery complaints and 1278 cases attended.	Cases reported are for service delivery (water, sewer, electric network and street lights)	Old electrical, sewer and water infrastructure and shortage of personnel.	Refurbishment of the network infrastructure and filling of all vacant positions to improve the turnaround time in attending complains.	System generated Complain registers,
6.3 Corporate Governance														
6.3.1	Good governance and administration	Good corporate governance and public participation	Number of Audit Committee meetings held by 30/06/2024	Municipal Manager	11	7	OPEX	4	6	+2	3 ordinary 3 special held	None	None	Copies of approved minutes, attendance registers
6.3.3	Good governance and administration	Good corporate governance and public participation	Number of Audit Steering Committee meetings held by	Municipal Manager	22	24	OPEX	12	26	+14	16 MASCM 10 EXCO ASC	None	None	Approved minutes and attendance registers. (Exco and

KPA 6: Good Governance and Public Participation														
PMS No. & Performance Area	Cluster	IDP Objective	Key Performance Indicator	Responsible Manager	Baseline (30/06/2023)	Annual Target (30/06/24)	Budget	2023/24 Quarterly Projections			Remarks	Challenges	Interventions	Evidence Required
								Second Quarter target (1 Sep – 31 Dec 23)	Second Quarter Actual Performance	Second Quarter Actual Performance Variance				
6.3.5	Good governance and administration	Good corporate governance and public participation	% Implementation of IA Plan by 30/06/2024	Chief Executive Audit	100%	100%	OPEX	50%	50%	0	17 Audits were completed for the 2 nd Quarter reporting	The AC will only sit in February 2024 to Consider the progress which will be the POE	None	Audit Committee Report to Council with progress on Internal Audit Plan.
6.3.6	Good governance and administration	Good corporate governance and public participation	% Implementation of Internal Audit Action Plan by 30/06/2024	Municipal Manager	82%	90%	OPEX	90%	90%	0	The follow-up report is at 90% implementation	None	None	Internal Audit Follow-up Report
6.3.7	Good governance and administration	Good corporate governance and public participation	Number of Audit Committees Reports presented to Council by 30/06/2024	Chief Executive Audit	5	4	OPEX	2	3	+1	3 reports presented to Council by end of 2 nd quarter.	None	None	Audit Committee Reports and Council Resolution
6.3.8	Good governance and administration	Good corporate governance and public participation	% Implementation of Audit Committee Resolutions	Municipal Manager	91%	100%	Opex	100%	92%	-8%	Management is busy implementing the 8% remaining of the AC resolutions	Financial and human resources	Resources will be budgeted for 2024/2025 FY	Audited Audit Committee Resolution Register
6.3.9	Good governance and administration	Good corporate governance and public participation	% of Community satisfaction with public services by 30/10/2023	Senior Manager Planning & Development	86%	100%	OPEX	100%	46% Satisfied	54% Dissatisfied	The purpose of the study was to get the public's	Poor provision of service delivery (water& sanitation),	The report was presented during strategic planning	Community Satisfaction Survey Report

KPA 6: Good Governance and Public Participation														
PMS No. & Performance Area	Cluster	IDP Objective	Key Performance Indicator	Responsible Manager	Baseline (30/06/2023)	Annual Target (30/06/24)	Budget	2023/24 Quarterly Projections			Remarks	Challenges	Interventions	Evidence Required
								Second Quarter target (1 Sep – 31 Dec 23)	Second Quarter Actual Performance	Second Quarter Actual Performance Variance				
6.3.1	Good governance and administration	Good corporate governance and public participation	Number of Local Labour Forum meetings convened by 30/06/2024	Senior Manager Corporate Services	19	11	OPEX	5	4	-1x	4X LLF meetings were convened and the 5th meeting couldn't be convened due to the unavailability of the LLF members	The meetings couldn't materialize due to the non-formation of a quorum.	Conduct Training for the LLF Members to enhance its efficiency.	LLF minutes and attendance register. Notices
6.4.3	Good governance and administration	Good corporate governance and public participation	Number of Institutional Risk Management Committee meetings held by 30/06/2024	Municipal Manager	5	4	OPEX	1	1	0	Meetings were held on the 17/10/2023.	None	None	Minutes of the Risk Committee meeting and attendance register

KPA 6: Good Governance and Public Participation

PMS No. & Performance Area	Cluster	IDP Objective	Key Performance Indicator	Responsible Manager	Baseline (30/06/2023)	Annual Target (30/06/24)	Budget	2023/24 Quarterly Projections		Remarks	Challenges	Interventions	Evidence Required	
								Second Quarter target (1 Sep – 31 Dec 23)	Second Quarter Actual Performance					
6.4.4	Good governance and administration	Good corporate governance and public participation	% of fraud and corruption cases reported and investigated within 30 working days by 30/06/2024	Municipal Manager	0%	100%	OPEX	100%	-	-	None	None	Case register and investigation reports	
6.5 HIV/AIDS														
6.5.1	Good governance and administration	Provision of sustainable integrated infrastructure and services	Number of outreach programmes conducted by 30/06/2024	Municipal Manager	5	10	OPEX	6	10	+4	Over performance due to programme demand & partners support	None	None	Outreach programmes reports
6.6 Security management														
6.6.1	Governance and Administration	Good corporate governance and public participation	Number of Security Management reports for Safeguarding of Council Assets by 30/06/2024	Municipal Manager	4	4	OPEX	1	1	0	2 nd quarter report compiled.	None	None	Security Management Reports
6.7 Disaster Management														
6.7.1	Governance and Administration	Good corporate governance and public participation	Number of disaster awareness campaigns conducted by 30/06/2024	Municipal Manager	6	4	OPEX	1	3	+2	Additional 1 2 were held.	None	None	Invitations, Agenda, Attendance register and disaster awareness conducted reports
6.10 Communication														

KPA 6: Good Governance and Public Participation

PMS No. & Performance Area	Cluster	IDP Objective	Key Performance Indicator	Responsible Manager	Baseline (30/06/2023)	Annual Target (30/06/24)	Budget	2023/24 Quarterly Projections				Remarks	Challenges	Interventions	Evidence Required
								Second Quarter target (1 Sep – 31 Dec 23)	Second Quarter Actual Performance	Second Quarter Actual Performance variance					
6.10.3	Governance and Administration	Advance good corporate governance	% for submission of information for publishing on the website in accordance to legislation checklist by 30/06/2024	Municipal Manager	100%	100%	OPEX	100%	100%	0	All legislative documents to be published on website	None	None	Legislation register checklist	
6.10.3	Governance and Administration	Advance good corporate governance	Number of Local Communicators Forum held by 30/06/2024	Communications manager	4	4	OPEX	1	0	-1	The forum was postponed because for Imbiza	The forum was postponed because for Imbiza	The Forum will be held in Quarter 3 for Quarter 2	Invitations, Minutes and attendance registers	

CAPITAL PROJECTS PER RESPONSIBLE MANAGER

Responsible Manager	Project Name	Total Capital Budget (R'000)	Planned Start Date	Planned Completion Date	Ward No.	Quarterly Outputs 2023/24					Evidence required	
						Second Quarter target 01 Sep – 31 Dec 2023	Second Quarter Actual Performance	Remarks	Challenges	Corrective measures		
Internally funded												
Senior Manager Technical	Upgrade of road from gravel to Tar: Tambo Phase 2	R5 680 000,00	01/07/23	30/03/24		Completion	Projection at completion stage	Project is completed	None	None	None	Payment certificates
Waste Management												
Senior Manager Planning and Development	Establishment Cemetery at Grovelohe	R1 000 000,00	01/07/23	30/06/24	18	Specialised studies	On Procurement Stage (Awaiting Adjudication)	Supply Chain to assist in accelerating the procurement process	Delays in Supply Chain processes	Supply Chain to assist in accelerating the procurement process		Advert and appointment Specialised studies report Receipt of application and Proof of submission to Tribunal Expenditure report
Office Furniture and Equipment												
Senior Manager Corporate	Furniture and Equipment	R 1 500 000,00	01/07/23	30/06/24		Appointment of Service provider	Appointment of Service providers is done as and when required	Appointment of Service providers is done as and when required	None	None	None	Request for purchase and Payment certificate Expenditure report
Integrated National Electrification Projects (INEG)												
Senior Manager Technical	Electrification of new villages within Ba-Phalaborwa Municipality as per DMRE's approval: Molele Ext Phase 2 - 400 units (Ward 3), Makhushane Camp - 180 units (Ward 19), Mashishmale - 75 Units (Ward), Mosemaneng - 250 Units (Ward 09), Nondweni	R20 794 000,00	01/07/23	30/06/24	3,8,9,18 & 19	Construction, meetings	Construction meetings	Construction in progress	None	None		Bid Committees minutes and registers, advertisements, Final detailed design reports, Completion certificate Expenditure report

	Pee-eng 1 20 units (Ward 18) Priska pee-eng (Ward 18)																		
Energy Efficiency and Demand Side Management (EEDSM)																			
Senior Manager Technical	Replacement of streetlights to energy saving lights in Ba-phalaborwa	R4 000 000,00	01/07/23	30/06/24					Evaluation ,Adjudication and appointment of Contractors. Handover of site construction	Evaluation stage	Evaluation stage	Delays the implementation of the project	Fast tracking the appointment of service providers	Bid Committees minutes and registers, advertisements. Approved specifications. Expenditure report					
Municipal Infrastructure Grant (MIG)																			
Senior Manager Technical	Refurbishment of Namakgele stadium	R 15 000 000,00	01/07/23	30/06/24	4 & 5				Construction and site meetings	Project is under construction stage	Project is still in progress at 73% physical progress.	There is slow progress on site	Contractor to work on multiple activities to complete works	Progress reports and completion certificate					
Senior Manager Technical	Upgrading of Berfarm road phase 2	R 10 792 000,00	01/07/23	30/06/24	3				Construction, progress reports and site meetings, earthworks	Project is under construction stage	Project in progress an at 64,8% physical progress	Works are behind planned time but progress has improved	Contractor to come up with a catch-up plan	Advertisement, site meetings and progress reports and completion certificate.					
Senior Manager Technical	Construction of of stormwater culverts in Lulekani	R 10 000,000,00	01/07/23	30/06/24	15				Construction and site meetings	Project is under construction stage	Site establishment, recruitment and medical check have been done	No construction works has started due to recruitment complications. It is believed that recruitment was supposed to be done in ward 14, 15 and 17	Recruitment to accommodate all three wards	Minutes of bid committees and advertisement, Progress reports and payment certificates.					

Assessment for service providers

Ratings

Rating	Description of rating
1	Poor Performance
2	Fair Performance
3	Good Performance
4	Very Good Performance
5	Performance Above Expectations

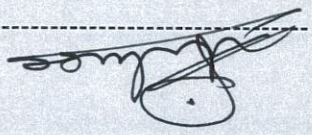
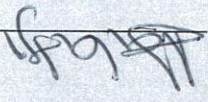
Project name	Scope of work	Name of the Service provider	Source of funding	Start date	Completion date	Budget	Progress to date	Challenges and intervention	Assessment of service provider
									Poor, Fair, Good, Very good & Above expectations Mid -Year
AFS Preparation	AFS preparation and Fixed asset register compilation	SEMPRO CONSULTING	Own funding	01/07/2021	30/06/2024	R13 839 275.00	Provided an excellent audit support whereby the municipality managed to achieve a qualified audit opinion with only two paragraphs	None	Very good
VAT REVIEW AND RECOVERY	VAT Review and Recovery	SEMPRO CONSULTING	Own funding	20/04/2023	20/04/2025	8.5% of the collected amount	>All VAT 201s were submitted before the due date. >We have not incurred any penalty and interest due to late submission of VAT 201s or late payment.	None	Very good
Financial Management System	Acquisition of Enterprise Management System for a period of three (3) years	CCG Systems	Own funding	Aug-21	Aug-24	R14 571 893.46	100%	No challenges	Very Good
Debt Collection	Provision of debt collection services for Ba-Phalaborwa	Noko Maimela	Own funding	Jun-22	Jun-25	8.5 % of the collected amount	In Progress	No Challenges	Good

Project name	Scope of work	Name of the Service provider	Source of funding	Start date	Completion date	Budget	Progress to date	Challenges and intervention	Assessment of service provider
									Poor, Fair, Good, Very good & Above expectations Mid -Year
	Municipality for a period of three (3) years								
Prepaid Electricity Vending	Selling Prepaid Electricity Tokens	CIGICELL	Own funding	Mar-2023	Feb-2025	2.25 % excluding VAT of the amount collected	In Progress	No Challenges	Good
Meter reading	Reading Water & Electricity Meters	SEMS	Own funding	Nov-22	Oct-24	R5 326 296.36	In Progress	No Challenges	Good
Office Furniture	Procurement of Office Furniture and Equipment	Ramohlaba Trading	Own funding	01-07-2023	30-09-2023	R527 120,00 was spent on furniture and equipment	Service Providers are appointed as and when required.	n/a	
Office Furniture	Procurement of Office Furniture and Equipment	Mosaditlou Holdings	Own funding	01-07-2023	30-09-2023				
Office Furniture	Procurement of Office Furniture and Equipment	Mapedi Kukhanya Civil Engineering & Projects	Own funding	01-07-2023	30-09-2023				
Acquisition of Enterprise Management systems for 36 Months	Supply, Install Maintenance and , support of ER Systems	Carmela Consulting Group -CCG	Own funding	01 September 2021	31 August 2024	R1457892.46	100%	No challenges	Very good
Rental Installation and maintenance of VoIP for 3 years	Provision of Telephone System	Advance Voice System (AVS)	Own funding	01 January 2020	31 December 2023	R1594 065.72	100%	No challenges	Very good
Rental of Multifunction Printer	Supply, maintenance and support of Multi-function	DIDO September	Own funding	01 July 2022	30 June 2025	R1 245 735. 69	100%	Prolonged turnaround time on supplying toners and resolving hardware issues. Intervention: Monthly meetings with	Fair

Project name	Scope of work	Name of the Service provider	Source of funding	Start date	Completion date	Budget	Progress to date	Challenges and intervention	Assessment of service provider
									Poor, Fair, Good, Very good & Above expectations Mid - Year
								the service provider.	
Provision of 42 Cllr Laptops	Supply, maintenance of Tools of trade to Cllrs	Yellow Solutions	Own funding	01 April 2022	30 March 2025	R1 240 000.00	100%	No challenges	Very good
Provision Data and Cellophanes	Supply of Data to BPM officials and Councilors	Vodacom	Own funding	01 January 2022	31 December 2024	R1 539 334.00	100%	No challenges	Very good
Provision Cellophanes	Supply of Phones and Minutes	MTN	Own funding				100%	No challenges	Very good
General Valuation Roll	Compiling of the 2019-2024 General Valuation Roll and compiling yearly supplementary valuation roll	DDP Valuers (Pty) Ltd	Own funding	16 January 2019	June 2024	R2 300 000.00 for the General Valuation roll and R80 000.00 yearly for the supplementary valuation rolls	Procurement process ongoing	None	N/A
Transfer of Namakgale D,C and Lulekani A Townships	Ownership Transfer of Namakgale D,C and Lulekani A Townships	Mahumani Inc	Own funding	September 2018	June 2024	R1 500 000.00	21 properties have been transferred.	None	Good
GRAP Compliant Fixed Asset Register	Compilation of GRAP Compliant Fixed Asset Register	SEMPRO CONSULTING	OWN FUNDING	2021/07/01	2024/06/30	R13 839 275.00	In Progress	No Challenges	Good

SECOND QUARTER APPROVAL

Annexure A

<p>Approval by the Mayor</p>	<p>This Top Layer SDBIP is a management and implementation plan (and not a policy proposal) and is therefore not required to be approved by the Council. The approval of the Reviewed Top Layer SDBIP is a competency reserved for the Municipal Manager in terms of Section 53 of the MFMA. The Municipal Manager becomes responsible for ensuring that the Reviewed Top Layer SDBIP is submitted to the Mayor within 28 days for the approval of the Budget.</p>
<p>Monitoring</p>	<p>Progress against the objectives set out in the Top Layer SDBIP will be monitored and reported on a monthly, quarterly, and annual basis.</p>
<p>Signatures</p>	<p>2023/24 Second Quarter Compiled by:</p> <p>Dr KKL Pilusa  Municipal Manager Date: 25/01/2024</p> <p>2023-24 Second Quarter Approved by</p> <p>Cllr MM Malatji  Mayor Date: 25/01/2024</p>

Methodology
Ba-Phalaborwa Municipality uses the cumulative method on reporting the actual on the Service Delivery Budget Implementation Plan.

Technical Definitions

AFS
AFS stands for Annual Financial Statements

BPM
BPM stands for Ba-Phalaborwa Municipality

HH

Household

Baseline

The performance of the previous year

Urban Areas

The urban areas refer to Phalaborwa, Namakgale, Lulekani and Gravelotte.

Reduction in water losses

This is calculated as follows: Lepelle bill less BPM bill / Lepelle bill x 100.

Reduction in electricity losses

This is calculated as follows: Eskom bill less BPM bill / Eskom bill x 100.

Kilometres of roads upgrade from gravel to tar/paving

This relates 3.8 km of B1 Extension

Rehabilitation

Replacement of old road surface (tar) with a new one.

Site Establishment/ Set-up Construction Site

Arrangement of offices, bringing the machinery and equipment onsite.

Tourism Initiatives Activities

September Tourism Month – Spring Day, Orchid Show, Heritage Day Celebration, 2 Tourism workshops and Marathon.

Tourism Indaba – Procurement of promotional materials

SPLUMA – Spatial Planning Land Use Management Act 2013

No. SPLUMA Applications

Number of development (land use) applications received/ applications processed in terms of SPLUMA

SME- Small Medium and Micro Enterprise

Number of business supported