

EMADLANGENI MUNICIPALITY



MID-YEAR ASSESSMENT REPORT FOR 2022/2023

Compiled in terms of Section 72 of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003) (MFMA)

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INTRODUCTION

MID YEAR BUDGET & PERFORMANCE ASSESSMENT REPORT: 31 DECEMBER 2022

The purpose of this report is to comply with Section 72 of the Municipal Finance Management Act (MFMA), and Sections 33 and 34 of the Municipal Budget and Reporting Regulations as promulgated in the Government Gazette No 32141 of 17 April 2009, which requires that specific financial particulars be reported on and in the formats prescribed.

The report also provides a high level overview of the municipality financial viability and sustainability.

BACKGROUND

Section 72(1) (a), (b), (2) and (3) of the Municipal Finance Management Act (MFMA) states:

“The accounting officer of a municipality must by **25 January** of each year assess the performance of the Municipality during the first half of the financial year and submit a report on such assessment to the Mayor, National Treasury and Provincial Treasury: ...”

Sections 33 and 34 of the Municipal Budget and Reporting Regulations states:

“A mid-year budget and performance assessment of a Municipality must be in the format specified in Schedule C, and within five working days of **25 January** each year, the Municipal Manager must make the mid-year budget and performance assessment public by placing it on the municipal website...”

The Mid-Year Report and Supporting Tables of eMadlangeni Municipality prepared in accordance with the Municipal Budget and Reporting Regulations are attached **(Annexure 1- C Schedule)**

SUMMARY OF OPERATIONAL INCOME AND EXPENDITURE ANALYSIS

The operating budget as reflected in Table C (annexure 1a of annexure a) of the Budget Statement Tables can be summarized as follows:

FINANCIAL PERFORMANCE

DETAILS	APPROVED BUDGET FOR 2022/2023	YEAR TO DATE BUDGET AS AT 31/12/2022	ACTUALS AS AT 31/12/2022	VARIANCE
Total Revenue	R 112 231 585.00	R 56 115 792.50	R 63 790 412.00	R -07 674 619.50
Total Expenditure	R 105 809 630.00	R 52 904 815.00	R 44 922 600.00	R 07 982 215.00
Surplus/ Deficit	R 006 421 955.00	R 03 210 977.50	R 18 867 812.00	R -00 307 595.50

The budgeted revenue for the half year ending 31 December 2022 is R56 115 792.50 against actual revenue billed to date of R63 790 412.00 which resulted to favourable balance of R07 674 619.50.

Expenditure incurred during this period amounts to R44 922 600.00 against the budget of R52 904 815.00 which resulted to a variance of R7 982 215.00. The municipality has not yet taken into consideration Debt Impairment, Depreciation and Asset impairment. The estimated budget for both expenditure is R11 177 683.00, it is therefore could be estimated that the actual expenditure is more or less the same as estimated budget.

REVENUE MANAGEMENT

OPERATING REVENUE BY SOURCE: YEAR TO DATE ACTUAL VS YEAR TO DATE BUDGET

Property Rates

The negative variance of 31% is due to change in some categories of properties as per supplementary valuation roll and also to large number of vacant sites which are not utilised properly.

Conclusion: Downwards adjustment will be made by assessing the individual category of debtors against the actual revenue recognised and budgeted revenue in the first half of the year.

Service Charges-Electricity Revenue

The service charges on electricity performed poorly with a negative variance of 22%. This particular service is dependent on the existence of property, the large number of vacant sites indicate that development is very slow and service could not be charged.

Conclusion: Downwards adjustment will be made on the electricity service Charge for the year.

Service Charges-Refuse Revenue

The service charges on refuse removal had a negative variance of 1% which is no material.

Conclusion: No adjustment will be made on the refuse removal service charge for the year.

Rental of Facilities and Equipment

The positive variance of 31% was as a result of under budgeting in rental of the municipal facilities. This category of revenue is difficult to predict as it is dependent on the external factors.

Conclusion: Upwards adjustment will be made on rental of facilities and equipment for the year.

Interest Earned-External Investments

This revenue source is more dependent on grant received from National Department. The negative variance of -1% is not material.

Conclusion: No adjustment will be made on interest earned on external investments for the year.

Fines, Penalties and Forfeits

The negative variance of 91% was due failure in raising of fines which resulted in a decrease in revenue than anticipated on initial budget compilation.

Conclusion: Downwards adjustment will be made on fine, penalties and forfeits for the year.

Licences and Permits

The negative variance of 2% is not material.

Conclusion: No adjustment will be made on licences and permits for the year.

Transfers and Subsidies

The positive variance of 83% is mainly attributable to the receipt of the second tranche of the Equitable Share grant from National Treasury and other grants.

Conclusion: The adjustment will be made in line with Adjustment Division of Revenue Act (DORA).

Other Revenue

This category of revenue relates to revenue sources that are not explicitly disclosed on the statement of financial performance as per National Treasury reporting templates such as clearance certificates and other sundry revenue. This category reflects under performance variance of 65% and will be accordingly be adjusted during the adjustment budget.

Conclusion: Each line item in this area will be analysed considering the performance of the first half of the financial year and necessary adjustment will be accordingly effected.

The inputs from each department that contributes revenues to the municipality is critical as they fully understands what causes the variances.

EXPENDITURE MANAGEMENT**OPERATING EXPENDITURE: YEAR TO DATE ACTUAL VS YEAR TO DATE BUDGET*****Employee Related Costs***

The performance of this line item of expenditure is above the projected budget for the first half of the financial year and this resulted in a variance of 7%. Resulting from filling post that were not budgeted and also overtime. This was also contributed to by the payment of acting salaries for the senior management as there were management on suspension.

Conclusion: Downwards adjustment will be made.

Remuneration of Councillors

The performance of this line item of expenditure is within the projected budget and this resulted in a variance of positive 3%. The councillors salaries in terms of Determination of upper limits of salaries, allowances and benefits of different members.

Conclusion: The adjustment will be made based on the recent Notice No.11440 as published Government Gazette No.46470 of 2 June 2022 on salaries increases for councillors.

Debt Impairment, and Depreciation and Amortisation

These items are explained in the above summary.

Finance Charges

The performance of this line item of expenditure was above the projected budget for the first half of the financial year and this resulted in a positive variance of 284% due to late payment of suppliers.

Conclusion: Upwards adjustment will be made on finance charges for the year.

Bulk Purchases

The expenditure performance on purchase of electricity has a negative variance of 14%. The Eskom billing for December is being payable in January. Load shedding contributed to lower billing.

Conclusion: There would be no adjustment on bulk purchases for this year.

Other materials

The expenditure performance on other materials has favourable variance of 1%.

Conclusion: No adjustment will be made on other materials for the year.

Contracted Services

This category of contracted services relates to expenditure types that are not explicitly disclosed on the statement of financial performance as per National Treasury reporting templates such as audit committee fees and other contracted expenditure. This category reflects favourable variance of 8% and will be adjusted during the adjustment budget.

Conclusion: Each line item in this area will be analysed considering the performance of the first half of the financial year and necessary adjustment will be accordingly effected.

Other Expenditure

This category of other expenditure relates to expenditure types that are not explicitly disclosed on the statement of financial performance as per National Treasury reporting templates such telephone and other sundry expenditure. This category reflects a negative variance of -69% and will be accordingly be adjusted during the adjustment budget.

Conclusion: Each line item in this area will be analysed considering the performance of the first half of the financial year and necessary adjustment will be accordingly effected.

CAPITAL EXPENDITURE**Total Capital Expenditure – Actual vs. Budget**

Table C5 indicates expenditure incurred during this period amounts to R15 522 724.98 million against the budget of R27 788 499 million, which resulted to an undesirable variance of R 12 265 774.02 million.

Half yearly capital expenditure performance reflects the following per department:

- Governance and Administration over performed by 5%.
- Technical Services (Roads) over-performed by 95%

Conclusion: The adjustments of the capital budget will mainly depend on the departmental inputs received and the funding availability of the municipality.

ASSET MANAGEMENT

The asset module has assisted the municipality to comply with mScoa. The safeguarding of asset is still a going concern and management need to monitor that very closely. The current ratio is slightly below the norm this is an indication that municipality should introduce new strategies of improving the current situation.

CASH MANAGEMENT

Table C7 indicates that the municipality is financially sustainable and able to discharge its financial commitment when they fall due and is also expected to be financially stable in future.

DEBTORS

Analysis by to total Debtors by source as at 31 December 2022

Debtors per category	Amounts	Percentage
Organs of State	30 304 673	41%
Commercial	03 803 051	5%
Households	17 611 740	24%
Other	21 937 387	30%
	73 656 850	100%

Age Analysis (annexure 2 of annexure a)

Ageing	Debtors at 31.12.2022	Debtors at 31.12.2021	Movement
0-30 days	03 713 420	02 671 312	01 042 108
31-60 days	02 900 158	-00 244 810	02 655 348
61-90 days	02 602 206	01 417 501	01 184 705
91- 120 days	03 009 256	01 238 337	01 770 919
121- 365 days	61 431 809	46 557 053	14 874 756
	73 656 850	51 639 393	22 017 457

The total debtors outstanding of R73 656 850 million represent an increase of R22 017 457 million, which is about 30% compared to December 2021. The COVID 19 and non-implementation of legal process contributed in the increase of the municipality debtors book.

Debt Collection Activities

There are number of issues which are impacting to debt collection. The illegal connection of electricity is the major one and is not only impacting on revenue but even on cash flows. Delay in approving of indigent applicants contribute in this high debtor's book. The process of reminding customers about the outstanding debt should be the priority in public participation events while the legal process should commence soon, this would improve the revenue base of the municipality. The current control system will be monitored continuously.

CREDITORS

Creditors are normally paid within 30 days as stipulated by the MFMA except where there are disputes between the municipality and the creditor. But due to cash flow problems there were delays in paying some creditors.

Age Analysis (annexure 3 of annexure a)

Ageing	Debtors at 31.12.2022	Debtors at 31.12.2021	Movement
0-30 days	0 490 062	0 003 587	0 486 475
31-60 days	1 507 411	0 403 929	1 103 482
61-90 days	0 000 000	0 158 900	-0 158 900
91- 120 days	0 500 822	0 000 000	0 500 822
121- 365 days	0 516 612	2 453 364	-1 936 752
	3 014 907	3 019 780	0 004 873

SERVICE DELIVERY PERFORMANCE ANALYSIS

The Service Delivery and Budget Implementation Plan (SDBIP) performance is covered in a separate report by the Performance Management Section. However, departments have indicated that plans are in place to ensure that spend on capital projects is maximised. The actual performance against the key performance indicators and targets are monitored on a quarterly basis and corrective actions are put in place to address variances.

ADJUSTMENTS BUDGET

Regulation 23(1) of the Municipal Budget and Reporting Regulations provides, inter alia for the following:

“An adjustment budget may be tabled in the Municipal Council at any time after Mid-year Budget and Performance Assessment has been tabled in the Council, but not later than 28 February of each year”

An Adjustment budget is the revision of an approved annual budget, usually by the utilisation of savings in one vote towards spending under another vote. Furthermore, except under certain circumstances only one adjustment budget may be tabled in the Municipal Council during a financial year. Accordingly, a report on adjustments to the

budget will be submitted for consideration by Council at its meeting to be held by the 28 February 2023.

ANNUAL REPORT

The annual report of 2021/2022 financial year is covered in a separate report to council.

RECOMMENDATION

This Report which is submitted in compliance with Sections 52(d) and 72 of the MFMA and in terms of the Government Notice 32141 dated 17 April 2009, relating to the "Local Government: Municipal Finance Management Act 2003, the Municipal Budget and Reporting Regulations", as at 31 December 2017, be considered by Council.

A handwritten signature in black ink, appearing to be 'GN Mavundla', is written over a horizontal dotted line. The signature is enclosed within a hand-drawn oval shape.

Mrs. GN Mavundla

Municipal Manager

KEY PERFORMANCE AREA 1: BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT

DEPARTMENT	KEY PERFORMANCE AREA	PROJECT	BASELINE	KEY MEASURABLE PERFORMANCE INDICATOR	ANNUAL TARGET	QUARTERLY TARGETS			QUARTERLY TARGETS			CORRECTIVE MEASURES TO BE TAKEN	
						Target	QUARTER 1		Target	QUARTER 2			Reasons of Variance
							Actual Achievement	Budget		Means of verification	Reason of Variance		
Infrastructure and Planning Development	Basic service delivery and infrastructure development	Connection of 36 households through rural electrification projects for year ended June 2023: Emadlangeni Phase 2 Ward 5	Phase 1	1.1.1.1.(a) Number of households connected through rural electrification at Emadlangeni Phase 2, ward 5	36 connections at Emadlangeni Phase 2, ward 5	NOT ACHIEVED	450 000	Quarterly Progress Report	TARGET WAS NOT MET BECAUSE THE DESIGNS WERE NOT	NOT ACHIEVED	450 000	Quarterly Progress Report	TARGET WAS NOT MET BECAUSE THE DESIGNS WERE NOT
						ACHIEVED		Quarterly Progress Report				DESIGNS WERE RECOMMENDED FOR REVISION, ONCE APPROVED THE TARGET WILL BE MET	
Infrastructure and Planning Development	Basic service delivery and infrastructure development	To ensure that procurement of services is concluded within 90 Days (Bids)	New Indicator	1.1.1.2 Percentage of Bid awarded within 90 Days (per 80/20 procurement process)	100%	ACHIEVED		Tender Register/Listing & Appointment Letters		NOT ACHIEVED		Tender Register/Listing & Appointment Letters	PROCESS WILL RESUME AFTER THE BID COMMITTEE CONVENES
											DELAYS IN CONVENING THE BID COMMITTEE		
Infrastructure and Planning Development	Basic service delivery and infrastructure development	Connection of 61 households through rural electrification projects for year ended June 2023: Chansont Phase 2 Ward 5	Phase 1	1.1.1.1.(b) Number of households connected through rural electrification at Chansont Phase 2, ward 5	61 connections at Chansont Phase 2	NOT ACHIEVED	600 000	Quarterly Progress Report	TARGET WAS NOT MET BECAUSE THE DESIGNS WERE NOT	NOT ACHIEVED	800 000	Quarterly Progress Report	TARGET WAS NOT MET BECAUSE THE DESIGNS WERE NOT
						ACHIEVED		Quarterly Progress Report				DESIGNS WERE RECOMMENDED FOR REVISION, ONCE APPROVED THE TARGET WILL BE MET	
Infrastructure and Planning Development	Basic service delivery and infrastructure development	Connection of 12 households through rural electrification projects for year ended June 2023: KwaNtuba Phase 3 Ward 4	Phase 2	1.1.1.1.(c) Number of households connected through rural electrification at KwaNtuba Phase 3, ward 4	12 connections at KwaNtuba Phase 3	ACHIEVED	551 000	Quarterly Progress Report		ACHIEVED		Quarterly Progress Report	
Infrastructure and Planning Development	Basic service delivery and infrastructure development	Connection of 17 households through rural electrification projects for year ended June 2023:	Phase 2	1.1.1.1.(d) Number of households connected through rural electrification at Kearsport Phase 3, ward 4	17 connections at Kearsport Phase 3	ACHIEVED	591 250	Quarterly Progress Report		ACHIEVED	591 250	Quarterly Progress Report	
Infrastructure and Planning Development	Basic service delivery and infrastructure development	Connection of 74 households through rural electrification projects for year ended June 2023: Blue Mountain Ward 4	0	1.1.1.1.(e) Number of households connected through rural electrification at Blue Mountain, ward 4	74 connections at Blue Mountain	NOT ACHIEVED	1 172 250	Quarterly Progress Report	TARGET WAS NOT MET BECAUSE THE DESIGNS WERE NOT	NOT ACHIEVED		Quarterly Progress Report	TARGET WAS NOT MET BECAUSE THE DESIGNS WERE NOT
												DESIGNS WERE RECOMMENDED FOR REVISION, ONCE APPROVED THE TARGET WILL BE MET	

Infrastructure and Planning Development	Basic service delivery and infrastructure development	Connection of 180 households through rural electrification projects for year ended June 2023; WU Umfolozi Phase 2 Ward 6	Phase 1	1.1.1.1.(f) Number of households connected through rural electrification at WU Umfolozi, phase 2 ward 6	180 connections at WU Umfolozi, phase 2	Site reestablishment	ACHIEVED	528 156	Quarterly Progress Report	DELAYS IN CONVENING OF SCN COMMITTEE	Construction	1 172 250	AWAITING APPOINTMENT OF SERVICE PROVIDER.	THE PROCESS WILL CONTINUE AS SOON AS THE SCN COMMITTEE CONVENES.
Infrastructure and Planning Development	Basic service delivery and infrastructure development	Rehabilitation of Kerk street 0,7 km phase 3 for year end 30 June 2023	Kerk Phase 2	1.1.3.2 Percentage rehabilitation of 0,7 km kerk street phase 3, ward 2	100% Rehabilitation of 0,7 km kerk street phase 3, ward 2	SCM Processes (Specification, Evaluation and Adjudication)	NOT ACHIEVED		Advert and minutes & attendance registers for all Bt Committees					
Infrastructure and Planning Development	Basic service delivery and infrastructure development	Length of roads levelled through road maintenance program in the 2022/23 Financial Year	60KM	1.1.3.3 100% maintenance of 60 km of roads in all 6 Wards	Maintenance of 60 km on municipal roads	Ward 1 (5 KM) Ward 2 (5 KM) Ward 3 (5 KM)	ACHIEVED	1001000	Quarterly Report and Ward councillor's letter		(5 KM) Ward 5 (5 KM) Ward 6 (5 KM) ADD WARS	608 750	Quarterly Report and Ward councillor's letter	
Infrastructure and Planning Development	Basic service delivery and infrastructure development	Reviewed and Adopted 2022/23 Housing Sector Plan	1	1.1.4.1 Number of adopted Housing Sector Plan	x1		NOT DUE THIS QUARTER							
Infrastructure and Planning Development	Basic service delivery and infrastructure development	Reviewed and adopted 2022/23 Spatial Development Framework	1	1.1.4.2 Number of adopted Spatial Development Framework	x1		NOT DUE THIS QUARTER							
Infrastructure and Planning Development	Basic service delivery and infrastructure development	Concluded 2022/23 ERF 750 Cemetery Hydrological study	0	1.1.4.3 Number of ERF 750 Cemetery Hydrological study concluded	x1		NOT DUE THIS QUARTER							
Infrastructure and Planning Development	Basic service delivery and infrastructure development	Review and adopt LED strategy	0	1.2.2.1 Number of reviewed and adopted LED strategy	x1		NOT DUE THIS QUARTER							
Infrastructure and Planning Development	Basic service delivery and infrastructure development	Review and adopt tourism strategy	0	1.2.2.2 Number of reviewed and adopt tourism strategy			NOT DUE THIS QUARTER							
Infrastructure and Planning Development	Basic service delivery and infrastructure development	Provides 4 capacity building interventions for entrepreneurs and SMME's	0	1.2.3.1 Number of capacity building interventions for local entrepreneurs and SMMEs provided	x4	x1	ACHIEVED		invite training manual & attendance register					
Infrastructure and Planning Development	Basic service delivery and infrastructure development			1.2.3.2 (Participation) of Balele Game Park	X4	X1	ACHIEVED		Progress Report					
Infrastructure and Planning Development	Basic service delivery and infrastructure development	Disaster Management Advisory Forum Meetings to be conducted in the 2022/23 Financial Year	4	1.2.4.1 Number of Disaster Management Advisory Forum Meetings conducted	x4	x1	ACHIEVED		Agenda, Minutes & attendance register				invite training manual & attendance register	

KEY PERFORMANCE AREA 2: MUNICIPAL INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION

DEPARTMENT	KEY PERFORMANCE AREA	PROJECT	BASELINE	KEY MEASURABLE PERFORMANCE INDICATOR	ANNUAL TARGET	QUARTERLY TARGETS				CORRECTIVE MEASURES TO BE TAKEN		
						QUARTER 1		QUARTER 2				
						Target	Actual Achievement	Budget	Means of verification		Target	Actual Achievement
Objective:												
Corporate & Community Services	Basic service delivery and Infrastructure development	To ensure that procurement of services is concluded within 90 Days (Bids)	New Indicator	2.1.1.1 Percentage of Bid awarded within 90 Days (per 80/20 procurement process)	100%	100% Bid Awarded	Achieved	100% Bid Awarded	100% Bid Awarded	Tender Register/Listing & Appointment Letters	DELAYS IN CONVENING BID COMMITTEE CONVENES	PROCESS WILL RESUME AFTER THE BID COMMITTEE CONVENES
Corporate services	Municipal Institutional development and transformation	Review and adoption of 5 policies	5	2.1.2.1 Number of adopted reviewed and new policies developed	5	NOT DUE THIS QUARTER	NOT DUE THIS QUARTER	NOT DUE THIS QUARTER	NOT DUE THIS QUARTER	Tender Register/Listing & Appointment Letters		
Corporate services	Municipal Institutional development and transformation	Build Capable work force to deliver services	21	2.1.2.2 Number of funded vacant post filled by 30 June 2023	21	11	Achieved			Appointment letters & Listing of appointments		
Corporate services	Municipal Institutional development and transformation	Build Capable work force to deliver services	1	2.1.2.3 Number of Employee Wellness Campaign held by 30/06/23	1	NOT DUE THIS QUARTER	NOT DUE THIS QUARTER	X1		Attendance Register		
Corporate services	Municipal Institutional development and transformation	Ensure sustainable working environment	18	2.1.2.4 Number of lease agreement for Municipal Properties (Rental Houses)	18	NOT DUE THIS QUARTER	NOT DUE THIS QUARTER	18		Individual Signed Lease Agreements		
Corporate services	Municipal Institutional development and transformation	Review and adoption of the organisational structure for 2023/24 financial year	1	2.1.2.5 Number of adopted reviewed Organogram	1	NOT DUE THIS QUARTER	NOT DUE THIS QUARTER					
Corporate services	Municipal Institutional development and transformation	Sitting of Local Labour Forum	4	2.1.2.6 Number of LLF meetings concluded	4	1	Achieved	1		Minutes & attendance Registers		
Corporate services	Municipal Institutional development and transformation	Review of a Workplaces Skills Plan (WSP) for 2023/24 Financial Year	1	2.1.3.1 Number of approved Workplaces Skills Plan submitted to LG SETA	1	NOT DUE THIS QUARTER	NOT DUE THIS QUARTER					
Corporate services	Municipal Institutional development and transformation	Provision of Training for 1 Councilors and officials	16	2.1.3.2 Number of Officials Councilor's trained	30	NOT DUE THIS QUARTER	NOT DUE THIS QUARTER	11 Councilors		Attendance registers		

Corporate services	Municipal Institutional development and transformation	1	1	2.1.3.3 Number of employment equity report completed	1	NOT DUE THIS QUARTER	NOT DUE THIS QUARTER	NOT DUE THIS QUARTER	NOT DUE THIS QUARTER	NOT DUE THIS QUARTER
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KEY PERFORMANCE AREA 3: MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT (SOUND FINANCIAL MANAGEMENT)

DEPARTMENT	KEY PERFORMANCE AREA	PROJECT	BASELINE	KEY MEASURABLE PERFORMANCE INDICATOR	ANNUAL TARGET	QUARTERLY TARGETS				QUARTERLY TARGETS				CORRECTIVE MEASURES TO BE TAKEN	
						QUARTER 1		QUARTER 2		QUARTER 1		QUARTER 2			Reasons for Variance
						Actual Achievement	Budget	Actual Achievement	Budget	Actual Achievement	Budget	Actual Achievement	Budget		
Target	Reasons of Variances	Target	Reasons of Variances	Target	Reasons of Variances	Target	Reasons of Variances	Means of verification							
Budget & Treasury	Municipal financial viability and management (sound financial management)	To ensure that procurement of services is concluded within 90 Days (90d)	New Indicator	3.1.1 Percentage of Bid awarded within 90 Days (per 2020 procurement process)	100%	100% Bid Awarded	ACHIEVED	100% Bid Awarded	NOT ACHIEVED	100% Bid Awarded	Reasons for Variance	Means of verification	PROGRESS WILL RESUME AFTER CONVENING THE BID COMMITTEE		
Budget & Treasury	Municipal financial viability and management (sound financial management)	1 Annual Financial Statements prepared and submitted to Auditor General in the year ended June 2023	1	3.1.1.1 Number of Annual Financial Statements submitted to Auditor General	x1	x1	ACHIEVED	Proof of submission (e-mail) and signed copy of annual financial statement	NOT DUE THIS QUARTER	100% Bid Awarded	Reasons for Variance	Means of verification	PROGRESS WILL RESUME AFTER CONVENING THE BID COMMITTEE		
Budget & Treasury	Municipal financial viability and management (sound financial management)	1 Draft and Final Budgets prepared, submitted to Council and Treasury in the year ended June 2023	1	3.1.2.1 Number of municipal draft final annual budget adopted	x1		NOT DUE THIS QUARTER		NOT DUE THIS QUARTER		Reasons for Variance	Means of verification			
Budget & Treasury	Municipal financial viability and management (sound financial management)	1 Adjustment budget review, adopted by Council and submitted to treasury in the year ended June 2023.	1	3.1.2.2 Number of municipal adjustment budget adopted	x1		NOT DUE THIS QUARTER		NOT DUE THIS QUARTER		Reasons for Variance	Means of verification			
Budget & Treasury	Municipal financial viability and management (sound financial management)	12 Investment reconciliation program in the year ended June 2023	12	3.1.3.1 Number of monthly investments reconciliation	x12	x3	ACHIEVED	Signed Investment Registers	ACHIEVED	x3	Reasons for Variance	Means of verification			
Budget & Treasury	Municipal financial viability and management (sound financial management)	12 Grant reconciliation to be prepared in the year ended 2023	12	3.1.3.2 Number of monthly grant reconciliation	x12	x3	ACHIEVED	Signed copies of grant reconciliations	ACHIEVED	x3	Reasons for Variance	Means of verification			
Budget & Treasury	Municipal financial viability and management (sound financial management)	12 creditors reconciliations prepared in the 2023 Year end	12	3.1.3.3 Number of monthly creditors reconciliation	x12	x3	ACHIEVED	Signed copies of the creditors reconciliations	ACHIEVED	x3	Reasons for Variance	Means of verification			
Budget & Treasury	Municipal financial viability and management (sound financial management)	12 Valuation roll reconciliations to be prepared in the year ended 2023	12	3.1.4.1 Number of monthly valuation roll reconciliation	x12	x3	ACHIEVED	Signed copies of valuation roll reconciliations	ACHIEVED	x3	Reasons for Variance	Means of verification			

Budget & Treasury	Municipal financial viability and management (sound financial management)	12 Debtors reconciliations to be prepared in the year ended 2023	12	3.1.4.2 Number of monthly debtors reconciliation	x12	x3	NOT ACHIEVED	Signed copies debtors reconciliations				
Budget & Treasury	Municipal financial viability and management (sound financial management)	12 Supply Chain Management reports submitted to the Mayor, Copsa and Provincial Treasury in the year ended June 2023	12	3.1.5.1 Number of monthly and quarterly Supply Chain processes reports	x12	x3	ACHIEVED	Complete monthly & quarterly reports				
Budget & Treasury	Municipal financial viability and management (sound financial management)	1 Procurement Plans prepared and submitted in the 2022/23 Financial year	1	3.1.5.2 Number of adopted and updated SCM Framework	x1	x1	ACHIEVED	Proof of submission (email) and signed procurement plan.				
Budget & Treasury	Municipal financial viability and management (sound financial management)	4 times the Contract register is reviewed and updated in the 2023 Financial Year	4	3.1.5.3 Number of contract register reviewed and updated	x4	1x update	ACHIEVED	Signed copies of contract registers		1x update		
Budget & Treasury	Municipal financial viability and management (sound financial management)	12 C schedule (S71) Reports prepared and submitted to Mayor and Provincial Treasury in the year ended June 2023	12	3.1.6.1 Number of monthly Section 71 reports compiled	x12	Compile 3 reports for S71	ACHIEVED	Proof of submission (email) and reports		Compile 3 reports for S71 reports		
Budget & Treasury	Municipal financial viability and management (sound financial management)	1 section 72 reports completed and submitted to council in the year ended June 2023	1	3.1.6.2 Section 72 reports completed and submitted to council	x1		NOT DUE THIS QUARTER					
Budget & Treasury	Municipal financial viability and management (sound financial management)	4 section 52 reports prepared and submitted to council in the year ended June 2023	4	3.1.6.3 Number of annual financial reports	x4	x1	ACHIEVED	Proof of submission (email) and reports				
Budget & Treasury	Municipal financial viability and management (sound financial management)	12 VAT returns submitted to SARS in the year ended June 2023	12	3.1.6.4 Number of VAT returns submitted to SARS	x12	x3	NOT ACHIEVED	VAT 201 statements				
Budget & Treasury	Municipal financial viability and management (sound financial management)	12 Assets Reconciliation prepared in the year ended 2023	12	3.1.6.5 Number of monthly assets reconciliation	x12	x3	ACHIEVED	Signed copies asset reconciliations		x1		Proof of submission (email) and reports
Budget & Treasury	Municipal financial viability and management (sound financial management)	12 Bank Reconciliation prepared in the year ended 2023	12	3.1.6.6 Number of monthly bank reconciliation	x12	x3	ACHIEVED	Signed copies bank reconciliations		x3		VAT 201 statements

KEY PERFORMANCE AREA 4: GOOD GOVERNANCE AND ~~EMERGENCY~~ **GOOD GOVERNANCE** AND PUBLIC PARTICIPATION (PUTTING PEOPLE FIRST)

DEPARTMENT	KEY PERFORMANCE AREA	PROJECT	BASELINE	KEY MEASURABLE PERFORMANCE INDICATOR	ANNUAL TARGET	QUARTERLY TARGETS			QUARTERLY TARGETS			CORRECTIVE MEASURES TO BE TAKEN
						QUARTER 1			QUARTER 2			
						Target	Actual Achievement	Reasons for Variance	Target	Actual Achievement	Reasons for Variance	
Objective:												
Corporate & Community Services	Good governance and public participation (putting people first)	24 Public meetings conducted during 2022/23	24	4.1.1.1 Number of public meetings (per ward) conducted	24	Achieved						
Corporate & Community Services	Good governance and public participation (putting people first)	8 Public meeting conducted during 2022/23	0	4.1.1.2 Number of council meeting conducted	0	NOT DUE THIS QUARTER						
Corporate & Community Services	Good governance and public participation (putting people first)	12 Ward committee meetings held during end of 2022/23	72	4.1.1.3 Number of quarterly meetings reports per ward (ward committee)	72	Achieved						
Corporate & Community Services	Good governance and public participation (putting people first)	4 Local Task Team (LTT) meetings held during 2022/23	0	4.1.1.4 Number of Local Task Team meetings held	4	Achieved						
Office of the Municipal Manager	Ensure a financially viable and sustainable municipality	To ensure that procurement of services & supplies is concluded within 30 Days (60%)	New indicator	4.1.1.5 Percentage of Bid awarded within 30 Days per 5020 (procurement process)	100%	Achieved						
Office of the Municipal Manager	Good governance and public participation (putting people first)	2 DP RF meetings conducted in the financial year 2022/23	2	4.1.1.6 Number of the DP RF functionality.	2	NOT DUE THIS QUARTER						
Office of the Municipal Manager	Good governance and public participation (putting people first)	4 radio interviews conducted by the Executive Director in the financial year 2022/23	4	4.1.2.1 Number of radio interviews conducted	4	Achieved						
Office of the Municipal Manager	Good governance and public participation (putting people first)	4 Newsletters published in the financial year 2022/23	0	4.1.2.2 Number of newsletters published	4	Achieved						
Office of the Municipal Manager	Good governance and public participation (putting people first)	8 Demos conducted in the financial year 2022/23	0	4.1.2.3 (a) Number of meetings (maine process planned)	4	Achieved						
Office of the Municipal Manager	Good governance and public participation (putting people first)	10 000 Candidates presented in the financial year 2022/23	0	4.1.2.3 (b) Number of meetings (maine process) (candidates & 200 districts)	10 000	NOT DUE THIS QUARTER						

KEY PERFORMANCE AREA 5: LOCAL ECONOMIC AND SOCIAL DEVELOPMENT (SERVICE DELIVERY)

DEPARTMENT	KEY PERFORMANCE AREA	PROJECT	BASELINE	KEY MEASURABLE PERFORMANCE INDICATOR 1	ANNUAL TARGET	QUARTERLY TARGETS				REASONS FOR VARIANCE	CORRECTIVE MEASURES TO BE TAKEN
						QUARTER 1		QUARTER 2			
						Actual Achievement	Budget	Actual Achievement	Budget		
Objective:											
Corporate & Community Services	Local Economic Development (service delivery)	4 vulnerable groups forums meetings / workshops in the 2022/23 financial year	4	S.1.1.1 Number of meetings/ workshop for forums of vulnerable groups implemented	4	x1	ACHIEVED		x1	ACHIEVED	Agenda Minutes & Attendance Registers
Corporate & Community Services	Local Economic Development (service delivery)	8 Social Programmes conducted	x7	S.1.1.2 Number of special programmes coordinated to empower the vulnerable groups	8	x2	ACHIEVED		x2	ACHIEVED	Report & Register
Corporate & Community Services	Local Economic Development (service delivery)	4 book exchange Programmes in the 2022/23 Financial Year	4	S.2.1.1 Number of book exchange programmes	4	x1	ACHIEVED		x1	ACHIEVED	Quarterly report
Corporate & Community Services	Local Economic Development (service delivery)	4 library orientation and outreach programs held during 2022/23 Financial Year	3	S.2.1.2 Number of library orientation and outreach programmes	4	x1	ACHIEVED		x1	ACHIEVED	Agenda, Minutes & Attendance Registers
Corporate & Community Services	Local Economic Development (service delivery)	8 road blocks conducted in the 2022/23 Financial Year	12	S.4.3.1 Number of road blocks conducted	8	x2	ACHIEVED		x2	ACHIEVED	Quarterly report