



ÉDUMBE MUNICIPALITY

**SECTION 72 MID-YEAR BUDGET
AND PERFORMANCE
ASSESSMENT REPORT**

2021/2022 FINANCIAL YEAR

MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT REPORT – 2021/2022 FINANCIAL YEAR

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CHAPTER 1

1.1. MESSAGE BY THE ACCOUNTING OFFICER

As the Accounting Officer of eDumbe Municipality, I am taking this opportunity again to express my sincere gratitude thanks to His Worship Hon. Mayor M.S. Mkhabela, Executive Committee Members and the whole Council for trusting me and my management team with the responsibility of being the agency of change in this municipality. Since we started with our responsibilities as Municipal management team, we have committed ourselves in working as one team with one vision and mission.

In terms of Section 72 of the Municipal Finance Management Act, 56 of 2003, Municipalities are required to prepare the Mid-Term Performance Report that forms part of the Annual Report. This Performance Report is based on organisational objectives and the progress made by eDumbe Local Municipality.

The report indicates Municipal performance on targets in the 2021/2022 Service Delivery Budget and Implementation Plan (SDBIP) that was approved by Council on the 23rd of June 2021. This is in a form of a template that was prepared to monitor performance at an operational level.

CoGTA defines PMS as “a strategic approach to management which equips leaders, managers, employees and stakeholders at different levels, with a set of tools and techniques to regularly plan, continuously monitor and periodically measure and review performance of the organisation (municipality) in terms of indicators and targets for efficiency, effectiveness and impact”.

Performance Management System is also intended to assist Council to improve service delivery by channelling its resources to meet performance targets and in doing so, ensures that the municipality achieves its strategic objectives as contained in its IDP. Service delivery excellence has its firm basis on providing the optimum services to the community of eDumbe and its periphery

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Looking at the Performance of the Municipality for 2021/2022 Mid-Year, a lot of strategies and improvement plans has to be put in place to fulfill the objectives of the IDP. This has to do with the fast tracking of the execution of Capital Projects, resolving the audit findings raised in the last financial year audit in order to obtain progressive audit opinion at the end of the financial year.

Let me take this opportunity to thank all staff members, strategic personnel and all my management for once again giving it their best performance for the success of the municipality

JFK KHUMALO

ACTING MUNICIPAL MANAGER

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1.2. LEGISLATIVE MANDATE

Section 72 of the Municipal Finance Management Act No 56 of 2003 states that, 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, taking into account (ii) the municipality's service delivery performance during the first half of the financial year, and the service delivery targets and performance indicators set in the service delivery and budget implementation plan.

1.3. OVERVIEW

A Municipality's Performance Management System is the primary mechanism to monitor, review and to improve the implementation of the Municipal IDP, and to measure the progress made in achieving the objectives set out in the IDP. The performance system provides early warning on poor or non service delivery and facilitate decision-making.

The Municipality should set out indicators and targets to compile a Municipal scorecard. Indicators are then cascaded into Departmental SDBIP's and are to be set on a SMART principle as follows:

- Specific
- Measurable
- Achievable
- Relevant, and
- Time bound

The Key Performance Areas as appear and reported on eDumbe Municipal Scorecard and SDBIP are as follows:

Basic Service Delivery

Municipal Financial Viability and Management

Good Governance and Public Participation

Local Economic Development

Municipal Institutional Development and Transformation

Timeous and regular reporting of performance by Departments on the above KPA's is then crucial. It also allows for better preparation for audit. Section 56 Manager's performance are

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evaluated based on these KPA's and will be weighted in two components, KPA – 80% and Competencies – 20%. (a set of expectations on good management practice).

Purpose of the Report

The main purpose of this report is to account to the MEC for Local Government, Provincial legislature, NCOP, Minister of Cooperative Governance and Traditional Affairs, National Treasury, Auditor-General and to the citizens of South Africa on progress being made by municipalities towards achieving the mid-term goals of “a better life for all”. Furthermore, the report is a key performance report to the communities and other stakeholders in keeping with the principles of transparency and accountability of government to the citizens. It subscribes to the South African developmental nature of participatory democracy and cooperative governance and responds to the principles of the Constitution, Batho Pele, White Paper on Local Government, MSA and the MFMA

The Assessment Process and the Methodology followed in Compiling the Report

According to the provisions of the Municipal Systems Act, 32 of 2000, municipalities must monitor and measure the progress of their performance by preparing quarterly and mid-year performance reports, in terms of Chapter 6 of the MSA, on performance management systems. These quarterly and mid-year reports make up the municipalities' annual performance reports (Section 46 report), which are submitted to the Auditor-General, together with the financial statements, for auditing. After adoption of the audited performance report by the municipal council, it must then be submitted to the MEC for Local Government.

Compilation and Structure of the Report

The report should present the status of current progress on mid-term performance which has been conducted. This is followed by the SDBIP assessment attached as Annexure 1 showing the status of each Key Performance Indicator, Portfolio of evidence, Variances and Corrective Measures on KPI's that were not achieved.

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CHAPTER 2 - GOVERNANCE

2.1. ADMINISTRATIVE GOVERNANCE

The main focus in this key performance area is the institutional and organizational capacity of municipality to perform their functions and fulfill their developmental role as stipulated in the Constitution and the White Paper on Local Government. Institutional and organizational reform in local government is the key to sustainable municipalities. Having been allocated separate powers and functions entrenched in the Constitution; municipalities had to organize themselves in preparation to fulfill these functions and powers. Organizational transformation in local government is further explicitly prescribed in Section 51 of the Municipal Systems Act which provides as follows:

A municipality must, within its administrative and financial capacity, establish and organise its administration in a manner that would enable the municipality to:-

- a. be responsive to the needs of the local community;
- b. facilitate a culture of public service and accountability amongst its staff;
- c. ensure that its political structures, political office bearers and managers and other staff members align their roles and responsibilities with the priorities and objectives set out in the municipality's integrated development plan;
- d. establish clear relationships, and facilitate co-operation, co-ordination and communication, between-
 - i. its political structures, political office bearers, its administration and the local community
 - ii. its political structures, political office bearers and administration and the local community;
- e. organise its political structures, political office bearers and administration in a flexible way in order to respond to changing priorities and circumstances;
- f. perform its functions—
 - i. through operationally effective and appropriate administrative units and mechanisms, including departments and other functional or business units; and
 - ii. when necessary, on a decentralised basis;

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- iii. assign clear responsibilities for the management and co-ordination of these administrative units and mechanisms;
- iv. hold the municipal manager accountable for the overall performance of the administration;
- v. maximise efficiency of communication and decision-making within the administration;
- vi. delegate responsibility to the most effective level within the administration;
- vii. involve staff in management decisions as far as is practicable; and
- viii. provide an equitable, fair, open and non-discriminatory working environment

This key performance area focuses on organizational capacity and includes indicators that show progress on how the municipality has organized itself in terms of building capacity to deliver, compliance with equity targets as well as implementing both the organizational and individual performance management systems. Municipal performance in this KPA is assessed in the following six (6) focus areas:

- Performance Management Systems.
- Filling of Section 57 Manager positions;
- Signed performance agreements by Section 57 Managers;
- Disciplinary processes against Section 57 Managers;
- Employment Equity; and
- Skills development.

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Administration is currently led by Mr JFK Khumalo the Acting Municipal Manager who was appointed by Council in December 2020. The Council also appointed the Acting Chief Financial Officer in July 2021. PMU Manager (Mr MS Khanyile) is currently acting as a Director Infrastructure and Planning due to the position being vacant since December 2020. Having filled positions for Section 54/56 Managers will assist the eDumbe Council to mitigate any risks identified and improve the audit outcome.

eDumbe Municipality	MID-TERM (2021/2022)		
	No of posts approved	No of posts filled	No of vacant positions
Municipal Manager	1	0 (Filled by Acting MM, Mr JFK Khumalo)	1
Chief Financial Officer	1	0 (Filled by Acting CFO, Mr GC Letsoalo).	1
Director Infrastructure Development & Planning	1	0 (Filled by Acting Director, Mr MS Khanyile)	1
Director Corporate & Community Services	1	1	0
TOTAL	4	1	3

Posts for Chief Financial Officer and Director Infrastructure were advertised in December 2021. All other processes regarding appointment will continue and be finalized in Quarter 3

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2.2. POLITICAL GOVERNANCE

Post 2021 Local Government Elections, and in terms of Section 29 of the Structures Act eDumbe held its first Council/ Inauguration meeting on the 22 November 2022. The current Council consists of 19 representatives from six different political Parties which are as follows:

6 X NFP Councillors

5 X ANC Councillors

5 X IFP Councillors

1 x DA Councillor

1 X EFF Councillor

1 X ABC Councillor

Among the elected Councillors and during the inauguration, seats were allocated as follows:

Cllr MS Mkhabela – Honourable Mayor (NFP)

Cllr DJ Nhlengethwa – Honourable Speaker of the Council (NFP)

Cllr SJ Kunene – Honourable Deputy Mayor (ANC)

Cllr S Ntuli – Whip of Council (ANC)

Cllr ND Ndlangamandla – EXCO Member (IFP)

Council Committees i.e. Section 79 and 80 Committees were established during the Council Meeting in December and will start performing their delegated tasks in Quarter 3.

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CHAPTER 3

3.1. MID-TERM ORGANISATIONAL PERFORMANCE

The MSA section 17 (2): requires a municipality to establish and organise its administration to facilitate a culture of accountability amongst its staff. Section 16 (1): states that a municipality must develop a system of municipal governance that compliments formal representative governance with a system of participatory governance. Section 18 (a) - (d): requires a municipality to supply its community with information concerning municipal governance, management and development

3.2. SUMMARY OF MUNICIPAL MID-TERM PERFORMANCE 2021/2022 FINANCIAL YEAR

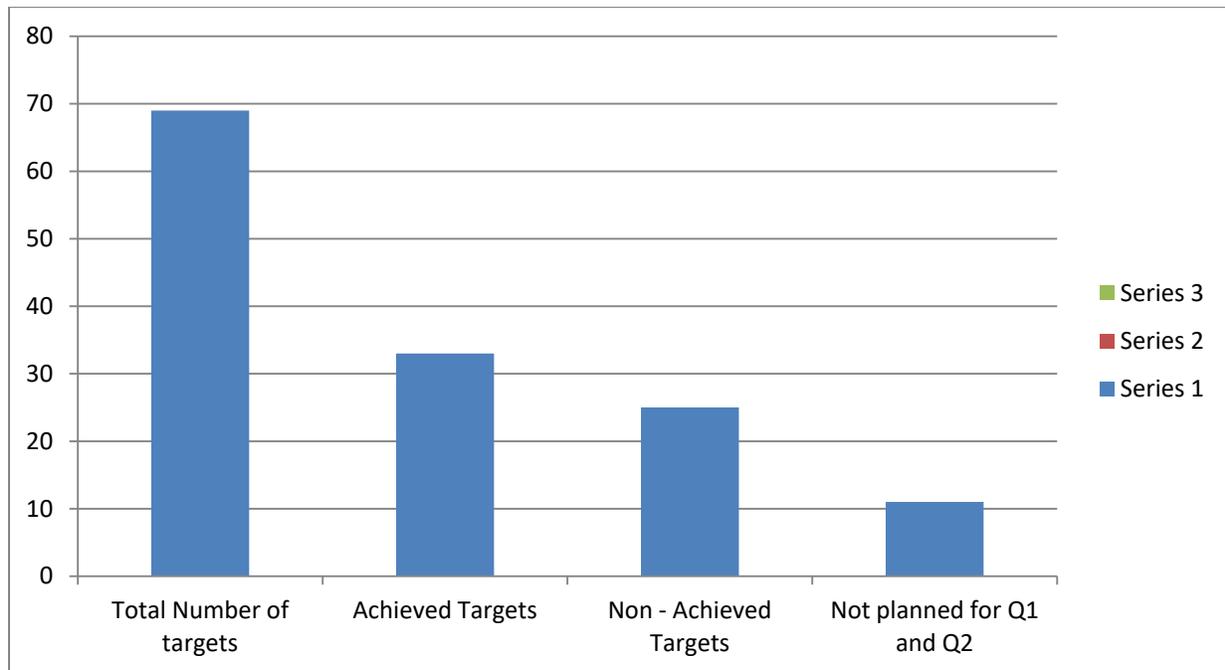
The information provided on the table below indicates the overall mid-term performance status on key performance indicators as listed on the 2021/2022 SDBIP. The analysis on targets were performed in line with the 6 national KPAs as regulated in the Municipal Systems

Table 1

Total number of targets	69
Q2 Achieved targets	33
Q2 Targets NOT Achieved	25
Targets not planned for Quarter 2	11
% of Achieved Targets	48%
% of Non- Achieved Targets	36%
% of Targets not planned for Quarter 2	16%

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The below table indicates the overall scoring



A detailed report on each target indicating the status of achievement is listed on Annexure A of the report, which gives analysis to the Organisational SDBIP

3.3. HIGHLIGHTS ON EACH KEY PERFORMANCE AREA

3.3.1. MUNICIPAL INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION

The performance on these KPA indicated a very good improvement as most indicators planned for Quarter 1 and 2 were achieved i.e performing of IT back ups, restores and registers reviewing of access logs. The listed IT functions were performed on monthly basis as required.

Challenge was on purchasing of IT Hardware components which will be prioritised after the approval of the adjustment budget

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Below graph indicates the SDBIP performance on Municipal Institutional Development and Transformation.

MUNICIPAL INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION	2021/2022 (MID-TERM)
Total targets	15
Achieved targets	14
Targets not achieved	1
Percentage of achieved targets	93%
Percentage of targets not achieved	7%

3.3.2. BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT

Free basic Services

Consumers with a property value of R110 000 and less are now benefiting as indigent consumers and they receive a certain rebate on monthly basis on waste and property rates. The Municipality also pays Eskom beneficiaries for their first 50 KHW on monthly basis.

CHALLENGES

The Municipality still suffers a huge loss on electricity used by consumers in Ward 3. There's a high volume of electricity tempering. Replacement and installation of new meters is ongoing to reduce electricity tempering.

Roads Infrastructure

Roads conditions in Paulpietersburg town, éDumbe Location and Bilanyoni and the entire wards in the municipality area of jurisdiction are bad. The Municipality does not have enough funds to address the concerns around the in éDumbe roads. Roads need to be rehabilitated as they are ageing and cannot be patched anymore. MIG funds are not sufficient to cover this cost. In other ward roads are also eroded by water storms. To improve in road issues, In 2021/2022 financial year the Municipality has prioritized to implement two pedestrian bridges in Ward 1 & 7, new access road in Ward 6

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3.9.2. Municipal Buildings

The Department is responsible for the planning and provision of new municipal buildings, maintenance of various structures. To create new facilities while upgrading existing ones to be easily accessible and suitable for community needs. These include pay points, libraries, community halls, municipal offices, dumping site offices, public ablutions and taxi rank, municipal houses, and other leased municipal buildings. The strategies of this department are as follows:

- Implementing programmes to upgrade existing municipal buildings and facilities
- Constructing new facilities for enhanced service delivery
- Constructing facilities closer to the communities
- Installing and implementing security measures that minimize vandalism and theft at municipal buildings
- Raising awareness of energy saving for users of municipal buildings
- Ensuring continuous usage of green materials for energy-saving retrofits on new and existing buildings
- The service delivery priorities are to interact smoothly with the community and other departments without disturbance to ensure accurate implementation of planning and maintenance of municipal buildings while adhering to the National Building Regulations Act

MUNICIPAL INFRASTRURE GRANT (MIG) PROJECTS

Implementation of 2021/2022 Capital projects is behind planned milestone. Delays were due to late appointments of Service Providers and heavy rains. However after appointments construction progress is going fast despite the rain issues. Expenditure as at 31 December 2021 was above 60% which is a good performance and indication of accomplishing 100% by end of the financial year.

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The below table illustrate projects under implementation through the MIG funding and the construction status as at December 2021.

MIG PROJECTS AND MID-TERM PERFORMANCE/ EXECUTION STATUS

PROJECT NAME	WARD	BUDGET	STATUS
kwaThimu Bridge	1	R2 500 000.00	30% Construction
kwaNgwanya Access road	2	R2 000 000.00	95% Construction
Esikhaleni Multi Purpose & SMME Centre	3	R2 000 000.00	50% Construction
kwaPhoqa Causeway	4	R2 500 000.00	60% Construction
Shayamoya Access Road	5	R2 000 000.00	60% Construction
Mphelandaba Pedestrian Bridge	6	R3 500 000.00	80% Construction
kwaDanxa Access Road	7	R2 000 000.00	10% Construction
Nhlakanipho Sportfield and Outdoor Gym	8	R1 500 000.00	40% Construction

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ELECTRIFICATION PROJECTS

BACKGROUND

éDumbe Municipality is registered electrical service provider with the Energy Regulator of South Africa (NERSA) to supply electricity to Ward 3 while the other wards (1,2,4,5,6,7and 8) are supplied and maintained by Eskom Holdings SOC Limited. Under the license we are obliged amongst manner other things, to provide electricity in a manner which is fair, safe and within the parameters of the law. We are also obliged to also ensure that our employees work in an environment which does not affect their health and safety in a negative way.

The challenges faced by the municipality have compounded over the years to such an extent that each financial year a certain portion of the INEP allocation is used to fund previous financial year's projects. This practice unfortunately hinders service delivery to needing communities who have longed for access to electricity, but due to previous management practices these needs were to a certain extent neglected. This has resulted in community unrest in almost all wards where electrification projects are being implemented and have stalled due to lack of funding to complete the projects.

éDumbe Local Municipality has applied for funding in the 2021/2022 financial year for the implementation of electrification projects. The projects applied for were in line with the municipality IDP. A consultative programme with the community was done and it was agreed through council resolution that the following projects should be prioritized:

The Electrical and Mechanical Unit for the Second Quarter of the 2021/2022 Financial Year performed as follows:

PROJECT NAME	WARD	BUDGET	STATUS
kwaSonkela Electrification Phase 2	1	R5 000 000.00	56% Construction
Switching Substation and MV Infrastructure	3 & 10	R11 000 000.00	44% Construction

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Upgrade			
Esikhaleni Electrification	3	R5 500 000.00	44% Construction
Zungwini Electrification Phase 2	7	R5 000 000.00	50% Construction

Below graph indicates the SDBIP performance on Basic Service Delivery and Infrastructure Development

BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT	2021/2022 (MID-TERM)
Total targets	21
Achieved targets	8
Targets not achieved	13
Percentage of achieved targets	38%
Percentage of targets not achieved	62%

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3.3.3. LOCAL ECONOMIC DEVELOPMENT

An incentive EPWP grant of R1 231 000 has been received by the Municipality. As per the incentive agreement between eDumbe Municipality and the Department of Public Works, eDumbe has a target of 154 Work Opportunities to be created in 2021/2022 Financial year. The Work Opportunities are created through EPWP grant, and through implementation of all other Capital projects funded by MIG, INEP etc.

Through implementation of Capital projects and EPWP grant eDumbe has created 165 Work Opportunities as at December 2021, which is 107% achieved. This indicates a very huge improvement as compared to previous years and it may result in a grant increase in the next financial year.

Below graph indicates the SDBIP performance on Local Economic Development

LOCAL ECONOMIC DEVELOPMENT	2021/2022 (MID-TERM)
Total targets	5
Achieved targets	4
Targets not achieved	1
Percentage of achieved targets	80%
Percentage of targets not achieved	20%

3.3.4. GOOD GOVERNANCE AND PUBLIC PARTICIPATION

Some Public Participation systems were achieved as planned by December 2021.

A collective IDP and Budget road show with Community members from all 10 wards was held in Mangosuthu on the 15th of December where the Honourable Mayor was taking Community's wish list for inclusion in the Municipal IDP.

- Special Programmes i.e Horse riding event was held with success on the 8th of October 2021.

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- Again the Art and culture programme, Cothoza was successfully held in December 2021.
- Council Structures i.e. Council and EXCO meetings were held as per the schedule. However towards elections some meetings (Section 79 and 80 Committee meetings) could not be held due to Local Government preparations by Political representatives.

Below graph indicates the SDBIP performance on Good Governance and Public Participation

GOOD GOVERNANCE AND PUBLIC PARTICIPATION	2021/2022 (MID-TERM)
Total targets	19
Achieved targets	11
Targets not achieved	8
Percentage of achieved targets	58%
Percentage of targets not achieved	42%

3.3.5. MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT

The above Key Performance Area focuses on improving Municipal financial viability by ensuring revenue collection, expenditure on Capital and operational budget and submission of in-year financial reports in line with legislations.

CHALLENGES

Few Creditors were not paid within 30 days as per regulation, those two Creditors (SALGA and Isibaya Asphaltting) were accumulated from previous years. The Municipality has shown a big improvement on payment of Creditors when comparing with the previous years.

Debtors book balance keeps increasing due to high indigent rate at eDumbe. Consumers are not paying for the service charges, i.e. property rates, refuse removal.

There is still lack of capacity on Assets verification.

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Below graph indicates the SDBIP performance on Municipal Financial Viability and Management

MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT	2021/2022 (MID-TERM)
Total targets	7
Achieved targets	5
Targets not achieved	2
Percentage of achieved targets	71%
Percentage of targets not achieved	29%

3.3.6. CROSS CUTTING INTERVENTIONS

IDP Process plan was developed and adopted by Council within the stipulated timeframe. After Public consultations, the 5 year IDP plan will be developed and implemented.

Below graph indicates the SDBIP performance on Cross Cutting Interventions

CROSS CUTTING INTERVENTIONS	2021/2022 (MID-TERM)
Total targets	2
Achieved targets	2
Targets not achieved	0
Percentage of achieved targets	100%
Percentage of targets not achieved	0%

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FINANCIAL SERVICES

4.1. Section 54 outlines Budgetary Control and early identification of financial problems, and states that

1) On receipt of a statement or report submitted by the accounting officer of the municipality in terms of section 71 or 72, the mayor must:

- a) Consider the statement or report
- b) Check whether the municipality's approved budget is implemented in accordance with the service delivery and budget implementation plan;
- c) Consider and, if necessary, make any revisions to the service delivery and budget implementation plan, provided that revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of the council following approval of an adjustments budget;
- d) Issue any appropriate instructions to the accounting officer to ensure:
 - i. that the budget is implemented in accordance with the service delivery and budget implementation plan; and
 - ii. that spending of funds and revenue collection proceed in accordance with the budget;
- e) Identify any financial problems facing the municipality, including any emerging or impending financial problems; and
- f) In the case of a section 72 report, submit the report to the council by 31 January of each year.

2) If the municipality faces any serious financial problems, the Mayor must:

- a) Promptly respond to and initiate any remedial or corrective steps proposed by the accounting officer to deal with such problems, which may include:
 - i. steps to reduce spending when revenue is anticipated to be less than projected in the municipality's approved budget;
 - ii. the tabling of an adjustments budget; or
 - iii. steps in terms of Chapter 13; and
- b) Alert the council and the MEC for local government in the province to those problems.

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3) The mayor must ensure that any revisions of the service delivery and budget implementation plan are made public promptly.

Chapter 13 (135) of MFMA – which outlines Resolution of Financial Problems; states that:

- a) The primary responsibility to avoid, identify and resolve financial problems in a municipality rests with the municipality itself.
- b) A municipality must meet its financial commitments.
- c)) If a municipality encounters a serious financial problem or anticipates problems in meeting its financial commitments, it must immediately:
 - i. Seek solutions for the problem;
 - ii. Notify the MEC for local government and the MEC for finance in the province; and
 - iii. Notify organised local government

Whilst eDumbe has over years has been experiencing financial challenged it need to start maintaining a strong financial position through having sufficient reserves. Our reserves depleted long time as were financing long term contracts, capital and operational projects internally. The municipality is experiencing a service delivery backlogs and financial intervention is from National Treasury. Due to the rural nature of the municipality, The Municipality rely heavily on government grants.

Consolidated Overview of the Final Budget 2021/2022

	Original Budget	Year To Date budget	Actual as at 31/12/2021	YTD Variance	YTD variance %
Total Revenue	R 215 808 703.00	R 107 904 351.50	R 101 600 000	R 16 369 000	19 %
Total Expenditure	R 213 439 834.00	R 106 719 917.00	R74 639 000	-R 5 651 000	-7%
	R 2 368 868.00	R 1 184 434.50	R26 961 000	22 021 000	0%

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Financial problems or risks facing the municipality

It is a known fact that due to the non-payment of debtors and endemic poverty in the area, the collection rate for municipal services and Rates debt recovery is low. This has a detrimental effect on the municipality's financial resources.

Financial administration should be the second most important focus point of municipality with basic service delivery as the most important. Any additional resources should be directed at developing a financial administration turnover strategy. It must concentrate on in-service training and assistance on every aspect of financial administration with detail to the lowest level and administrative powers be delegated to the lowest level without impeding on proper internal control.

Remedial Action Taken on Audit Outcomes of Prior Year

The Municipality will put extensive effort into implementing the recommendations in respect of prior year's findings that were made during the previous audit. All the audit recommendations are within the Audit Action Plan where progress is regularly monitored. The Audit Action Plan form part of the 2021/22 Annual Report.

The annual report of the 2020/2021 financial year is covered in a separate report to Council. Any problems and/or corrective actions identified in the oversight by Council will be monitored in the current financial year.

Mid-Year Performance Assessment Municipal Adjustments Budgets

A municipality may revise an approved annual budget through an adjustments budget.

An adjustments budget—

- Must adjust the revenue and expenditure estimates downwards if there is material under-collection of revenue during the current year;
- May appropriate additional revenues that have become available over and above those anticipated in the annual budget, but only to revise or accelerate spending programs already budgeted for;
- May, within a prescribed framework, authorize unforeseeable and unavoidable expenditure recommended by the mayor of the municipality;
- May authorize the utilization of projected savings in one vote towards spending under another vote;
- May authorize the spending of funds that were unspent at the end of the past financial year where the under spending could not reasonably have been foreseen at the time to include projected roll-overs when the annual budget for the current year was approved by the council;
- May correct any errors in the annual budget; and

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- May provide for any other expenditure within a prescribed framework.

“An adjustment budget may be tabled in the Municipal Council at any time after the Mid-year Budget and Performance Assessment has been tabled in the Council, but not later than 28 February of each year. Furthermore, except under certain circumstances only one adjustment budget may be tabled in Council during a financial year.”

4.2. OPERATING REVENUE

It should be noted that column full year forecast should be used as guidance for adjustments except for projects and programmes that are seasonal in nature. Line managers are expected to study their expenditure trends as they have an insight at this stage considering the duration and payment schedule for such projects.

Monthly Budget Statement Summary

For the month of December 2021, the municipality have realised a revenue of R79.9 million. This is due to the grants received, an equitable trench as well as own revenue.

Operating expenditure year to date expenditure is R74,6 million against the budgeted expenditure of R165,2mil with a variance of R 5.6 million. The expenditure includes the amount of orders issued not processed for payment of R1, 7 million. The reconciliation has started in ensuring that service is rendered or not and follow up on the invoices

The total outstanding debtors' amount to R164,5 million Total amounts of creditors is R1,7million which included prior year accruals.

The year-to-date performance indicate that own operating revenue is below the projected revenue and this need attention and strategies to increase our revenue base as the municipality

There is no alignment between the financial system and Schedule C and NT reports, actually the report has not been populated in full, making it hard to produce credible financial information and analysing report. The municipality needs to align all returns that are submitted to NT with Schedule C returns for compliance and credible information

The municipality is under spending when compared to their projections as per table General Expenditure. This is due to the fact that Accrual was not taken care of when the budget was approved. The Available Cash received get allocated to creditors owed first before if get distributed to the approved Budget activities.

Monthly Financial Performance by Revenue Source

Monthly Budget Statement - Financial Performance

Description	Ref	2020/21	Budget Year 2021/22							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue By Source										
Property rates		28,323	29,333	-	2,433	14,505	14,666	(162)	-1%	29,333
Service charges - electricity revenue		24,465	33,843	-	2,907	15,336	16,922	(1,585)	-9%	33,843
Service charges - water revenue		-	-	-	-	-	-	-	-	-
Service charges - sanitation revenue		-	-	-	-	-	-	-	-	-
Service charges - refuse revenue		1,318	4,164	-	132	793	2,082	(1,289)	-62%	4,164
		-	-	-	-	-	-	-	-	-
Rental of facilities and equipment		1,508	2,008	-	23	1,520	1,004	516	51%	2,008
Interest earned - external investments		830	1,249	-	39	287	625	(337)	-54%	1,249
Interest earned - outstanding debtors		453	1,000	-	110	420	500	(80)	-16%	1,000
Dividends received		-	-	-	-	-	-	-	-	-
Fines, penalties and forfeits		2,821	3,223	-	141	1,079	1,611	(532)	-33%	3,223
Licences and permits		1,011	1,263	-	47	585	631	(46)	-7%	1,263
Agency services		-	-	-	-	-	-	-	-	-
Transfers and subsidies		116,348	91,744	-	28,343	66,932	45,872	21,060	46%	91,744
Other revenue		814	2,634	-	4	142	1,317	(1,175)	-89%	2,634
Gains		(3)	-	-	-	-	-	-	-	-
Total Revenue (excluding capital transfers and contributions)		177,888	170,462	-	34,180	101,600	85,231	16,369	19%	170,462

Based on the above analysis, the collection levels are very low meaning that the municipality is depending on grant funding. Therefore the municipality needs to invest in Infrastructure Assets i.e. to priorities in Road and Electricity Infrastructure and look at other Sources of funding that may increase revenue base such as New Developments, Property Investments, Rental of Municipal Houses and revising existing lease agreements to identify if what we get is market related or not

ACTUAL VS BILLING (Collections)						
DESCRIPTION	BILLING	INCOME RECEIVED	%	ESKOM PAYMENT	ELECTRICITY SALES	%
ELECTRICITY BILLING VS C	11 196 271.07	8 795 270.00	78.00	20 426 000	13 906 455	-31
PREPAID SALES BUDGET	7 138 388	5,111,185	71.00			
RATES	14 669 351.48	12,403,786	85.03			
REFUSE REMOVAL	1,395 135.15	389,745	28.74			
TOTAL	36,366,395	19,332,134	169.87			-31

- Our Billing system needs to improve to work reasonably well. The audit needs to take place to identify gaps, errors and areas which are not being billed. This in the process of being addressed when we start employing the Debt Management and Credit Control Policy implementation
- Electricity Meter readings- All queries need to be attended to and the fact that officials can't read some meters to access control
- Credit control and debt management policy. This policy had been approved by the eDumbe Council and only needed to be promulgated into a bylaw. This would be done in the very near future.
- Indigent policy - The municipality has a policy and busy updating the indigent register and those listed would be double-checked once we have established a cheaper way of verification.
- Cleaning up of data – This project is on the pipeline. With the Compilation of Final Valuation Roll was done to be release for consumers inspection and Debt Management in place, it will address done.

4.3. Monthly Financial Performance by Expenditure Type

Description	Ref	2020/21	Budget Year 2021/22							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Expenditure By Type	-									
Employee related costs		62,761	69,045	-	6,227	33,636	34,523	(886)	-3%	69,045
Remuneration of councillors		6,613	6,038	-	627	3,336	2,835	502	18%	6,038
Debt impairment		28,666	8,000	-	-	10	4,000	(3,990)	-100%	8,000
Depreciation & asset impairment		13,655	12,410	-	-	-	6,205	(6,205)	-100%	12,410
Finance charges		1,203	-	-	3	5	-	5	#DIV/0!	-
Bulk purchases – electricity		33,046	30,514	-	4,804	20,426	15,257	5,169	34%	30,514
Inventory consumed		616	116	-	0	99	58	42	72%	116
Contracted services		30,148	24,900	-	1,132	10,886	11,125	(239)	-2%	24,900
Transfers and subsidies		-	738	-	-	-	-	-		738
Other expenditure		10,784	13,476	-	2,996	6,240	6,288	(49)	-1%	13,476
Losses		-	-	-	-	-	-	-		-
Total Expenditure		187,492	165,237	-	15,790	74,639	80,290	(5,651)	-7%	165,237

MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT REPORT – 2021/2022 FINANCIAL YEAR

Budget Statement Summary – Mid-Year

Description	2020/21	Budget Year 2021/22							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
Financial Performance									
Property rates	28 323	29 333	–	2 433	14 505	14 666	(162)	-1%	29 333
Service charges	25 783	38 007	–	3 040	16 130	19 004	(2 874)	-15%	38 007
Investment revenue	830	1 249	–	39	287	625	(337)	-54%	1 249
Transfers and subsidies	116 348	91 744	–	28 343	66 932	45 872	21 060	46%	91 744
Other own revenue	6 604	10 129	–	325	3 747	5 064	(1 317)	-26%	10 129
Total Revenue (excluding capital transfers and contributions)	177 888	170 462	–	34 180	101 600	85 231	16 369	19%	170 462
Employee costs	62 761	69 045	–	6 227	33 636	34 523	(886)	-3%	69 045
Remuneration of Councillors	6 613	6 038	–	627	3 336	2 835	502	18%	6 038
Depreciation & asset impairment	13 655	12 410	–	–	–	6 205	(6 205)	-100%	12 410
Finance charges	1 203	–	–	3	5	–	5	#DIV/0!	–
Inventory consumed and bulk purchases	33 662	30 630	–	4 804	20 525	15 315	5 211	34%	30 630
Transfers and subsidies	–	738	–	–	–	–	–	–	738
Other expenditure	69 598	46 377	–	4 128	17 136	21 413	(4 278)	-20%	46 377
Total Expenditure	187 492	165 237	–	15 790	74 639	80 290	(5 651)	-7%	165 237
Surplus/(Deficit)	(9 604)	5 224	–	18 390	26 961	4 941	22 021	446%	5 224
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)	30 515	45 347	–	11 850	11 850	22 673	(10 824)	-48%	45 347
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions) & Transfers and subsidies - capital (in-kind - all)	–	–	–	–	–	–	–	–	–
Surplus/(Deficit) after capital transfers & contributions	20 911	50 571	–	30 240	38 811	27 614	11 197	41%	50 571
Share of surplus/ (deficit) of associate	–	–	–	–	–	–	–	–	–
Surplus/ (Deficit) for the year	20 911	50 571	–	30 240	38 811	27 614	11 197	41%	50 571

MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT REPORT – 2021/2022 FINANCIAL YEAR

Capital expenditure & funds sources									
Capital expenditure	–	48 209	–	2 650	20 959	10 854	10 105	93%	48 209
Capital transfers recognised	–	46 609	–	2 650	19 648	10 054	9 594	95%	46 609
Borrowing	–	–	–	–	–	–	–		–
Internally generated funds	–	1 600	–	–	814	800	14	2%	1 600
Total sources of capital funds	–	48 209	–	2 650	20 462	10 854	9 608	89%	48 209
Financial position									
Total current assets	145 314	71 646	–		38 418				71 646
Total non current assets	376 369	380 321	–		21 111				380 321
Total current liabilities	129 970	28 639	–		18 651				28 639
Total non current liabilities	391	–	–		–				–
Community wealth/Equity	212 127	405 685	–		38 811				405 685
Cash flows									
Net cash from (used) operating	–	51 879	–	–	–	54 415	54 415	100%	51 879
Net cash from (used) investing	303 464	(48 209)	–	2 650	20 959	10 854	(10 105)	-93%	48 209
Net cash from (used) financing	–	–	–	–	–	–	–		–
Cash/cash equivalents at the month/year end	303 464	3 670	–	–	20 959	65 269	44 310	68%	100 087
Debtors & creditors analysis	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
Debtors Age Analysis									
Total By Income Source	5 028	397	1 382	1 958	1 691	1 866	9 642	142 363	164 329
Creditors Age Analysis									
Total Creditors	3 369	181	–	–	–	–	–	884	4 434

MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT REPORT – 2021/2022 FINANCIAL
YEAR

MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT REPORT – 2021/2022 FINANCIAL YEAR

Description	Ref	2020/21	Budget Year 2021/22							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Revenue – Functional										
Governance and administration		73 622	96 528	-	15 439	39 511	48 264	(8 753)	-18%	96 528
Executive and council		13 060	12 357	-	4 119	9 268	6 179	3 089	50%	12 357
Finance and administration		60 563	84 171	-	11 320	30 243	42 086	(11 843)	-28%	84 171
Internal audit		-	-	-	-	-	-	-		-
Community and public safety		37 246	28 869	-	5 897	21 340	14 435	6 906	48%	28 869
Community and social services		37 229	28 869	-	5 895	21 336	14 435	6 902	48%	28 869
Sport and recreation		17	-	-	2	4	-	4	#DIV/0!	-
Public safety		-	-	-	-	-	-	-		-
Housing		-	-	-	-	-	-	-		-
Health		-	-	-	-	-	-	-		-
Economic and environmental services		67 272	85 141	-	15 260	44 252	42 570	1 682	4%	85 141
Planning and development		66 237	84 090	-	15 221	43 801	42 045	1 755	4%	84 090
Road transport		1 035	1 050	-	40	451	525	(74)	-14%	1 050
Environmental protection		-	-	-	-	-	-	-		-
Trading services		27 442	2 147	-	9 292	26 171	1 074	25 097	2337%	2 147
Energy sources		27 442	2 147	-	9 292	26 171	1 074	25 097	2337%	2 147
Water management		-	-	-	-	-	-	-		-
Waste water management		-	-	-	-	-	-	-		-
Waste management		-	-	-	-	-	-	-		-
Other	4	2 821	3 123	-	141	1 079	1 562	(482)	-31%	3 123
Total Revenue – Functional	2	208 403	215 809	-	46 030	132 353	107 904	24 449	23%	215 809
Expenditure – Functional	-									
Governance and administration		104 845	91 672	-	7 427	31 712	45 252	(13 539)	-30%	91 672
Executive and council		16 030	18 294	-	3 450	9 658	8 563	1 096	13%	18 294
Finance and administration		88 815	73 378	-	3 977	22 054	36 689	(14 635)	-40%	73 378
Internal audit		-	-	-	-	-	-	-		-

MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT REPORT – 2021/2022 FINANCIAL YEAR

Community and public safety		24 024	15 897	-	2 120	12 800	7 623	5 176	68%	14 363
Community and social services		23 689	15 130	-	2 120	12 800	7 565	5 235	69%	15 130
Sport and recreation		-	-	-	-	-	-	-		-
Public safety		334	767	-	-	-	59	(59)	-100%	(767)
Housing		-	-	-	-	-	-	-		-
Health		-	-	-	-	-	-	-		-
Economic and environmental services		18 705	24 155	-	1 439	8 741	10 658	(1 918)	-18%	24 155
Planning and development		18 482	23 935	-	1 439	8 741	10 548	(1 808)	-17%	23 935
Road transport		224	220	-	-	-	110	(110)	-100%	220
Environmental protection		-	-	-	-	-	-	-		-
Trading services		39 667	33 514	-	4 804	21 386	16 757	4 630	28%	33 514
Energy sources		39 667	33 514	-	4 804	21 386	16 757	4 630	28%	33 514
Water management		-	-	-	-	-	-	-		-
Waste water management		-	-	-	-	-	-	-		-
Waste management		-	-	-	-	-	-	-		-
Other		-	-	-	-	-	-	-		-
Total Expenditure – Functional	3	187 241	165 237	-	15 790	74 639	80 290	(5 651)	-7%	163 703
Surplus/ (Deficit) for the year		21 162	50 571	-	30 240	57 714	27 614	30 100	109%	52 105

References

1. Government Finance Statistics Functions and Sub-functions are standardised to assist the compilation of national and international accounts for comparison purposes
2. Total Revenue by functional classification must reconcile to Total Operating Revenue shown in the Financial Performance Statement
3. Total Expenditure by functional classification must reconcile to total operating expenditure shown in 'Financial Performance Statement'
4. All amounts must be classified under a functional classification (modified GFS). The GFS function 'Other' is only for Abattoirs, Air Transport, Licensing and Regulation, Markets and Tourism - and if used must be supported by footnotes. Nothing else may be placed under 'Other'. Assign associate share to relevant classification

MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT REPORT – 2021/2022 FINANCIAL YEAR

Budget Statement - Financial Performance (revenue and expenditure)

Description	Ref	2020/21	Budget Year 2021/22							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue By Source										
Property rates		28 323	29 333	–	2 433	14 505	14 666	(162)	-1%	29 333
Service charges - electricity revenue		24 465	33 843	–	2 907	15 336	16 922	(1 585)	-9%	33 843
Service charges - water revenue		–	–	–	–	–	–	–	–	–
Service charges - sanitation revenue		–	–	–	–	–	–	–	–	–
Service charges - refuse revenue		1 318	4 164	–	132	793	2 082	(1 289)	-62%	4 164
		–	–	–	–	–	–	–	–	–
Rental of facilities and equipment		1 508	2 008	–	23	1 520	1 004	516	51%	2 008
Interest earned - external investments		830	1 249	–	39	287	625	(337)	-54%	1 249
Interest earned - outstanding debtors		453	1 000	–	110	420	500	(80)	-16%	1 000
Dividends received		–	–	–	–	–	–	–	–	–
Fines, penalties and forfeits		2 821	3 223	–	141	1 079	1 611	(532)	-33%	3 223
Licences and permits		1 011	1 263	–	47	585	631	(46)	-7%	1 263
Agency services		–	–	–	–	–	–	–	–	–
Transfers and subsidies		116 348	91 744	–	28 343	66 932	45 872	21 060	46%	91 744
Other revenue		814	2 634	–	4	142	1 317	(1 175)	-89%	2 634
Gains		(3)	–	–	–	–	–	–	–	–
		177 888	170 462	–	34 180	101 600	85 231	16 369	19%	170 462
Total Revenue (excluding capital transfers and contributions)										
Expenditure By Type										
Employee related costs		62 761	69 045	–	6 227	33 636	34 523	(886)	-3%	69 045
Remuneration of councillors		6 613	6 038	–	627	3 336	2 835	502	18%	6 038
Debt impairment		28 666	8 000	–	–	10	4 000	(3 990)	-100%	8 000
Depreciation & asset impairment		13 655	12 410	–	–	–	6 205	(6 205)	-100%	12 410
Finance charges		1 203	–	–	3	5	–	5	#DIV/0!	–
Bulk purchases – electricity		33 046	30 514	–	4 804	20 426	15 257	5 169	34%	30 514
Inventory consumed		616	116	–	0	99	58	42	72%	116
Contracted services		30 148	24 900	–	1 132	10 886	11 125	(239)	-2%	24 900
Transfers and subsidies		–	738	–	–	–	–	–	–	738
Other expenditure		10 784	13 476	–	2 996	6 240	6 288	(49)	-1%	13 476

MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT REPORT – 2021/2022 FINANCIAL YEAR

Losses	-	-	-	-	-	-	-	-	-
Total Expenditure	187 492	165 237	-	15 790	74 639	80 290	(5 651)	-7%	165 237
Surplus/(Deficit)	(9 604)	5 224	-	18 390	26 961	4 941	22 021	0	5 224
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)	30 515	45 347	-	11 850	11 850	22 673	(10 824)	(0)	45 347
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)	-	-	-	-	-	-	-	-	-
Transfers and subsidies - capital (in-kind - all)	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions	20 911	50 571	-	30 240	38 811	27 614			50 571
Taxation	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after taxation	20 911	50 571	-	30 240	38 811	27 614			50 571
Attributable to minorities	-	-	-	-	-	-			-
Surplus/(Deficit) attributable to municipality	20 911	50 571	-	30 240	38 811	27 614			50 571
Share of surplus/ (deficit) of associate	-	-	-	-	-	-			-
Surplus/ (Deficit) for the year	20 911	50 571	-	30 240	38 811	27 614			50 571

References

1. Material variances to be explained on Table SC1



Total Revenue (excluding capital transfers and contributions) including capital transfers/contributions etc

208 403	215 809	46 030	113 450	107 904	215 809
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MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT REPORT – 2021/2022 FINANCIAL YEAR

Budget Statement - Capital Expenditure (municipal vote, functional classification and funding)

Vote Description	Ref	2020/21	Budget Year 2021/22							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Multi-Year expenditure appropriation	2									
Vote 1 - Executive & Council		-	-	-	-	-	-	-	-	-
Vote 2 - Finance and Admin		-	-	-	-	-	-	-	-	-
Vote 3 - Internal Audit		-	-	-	-	-	-	-	-	-
Vote 4 - Community and Social Services		-	-	-	-	-	-	-	-	-
Vote 5 - [NAME OF VOTE 5]		-	-	-	-	-	-	-	-	-
Vote 6 - Public Safety		-	-	-	-	-	-	-	-	-
Vote 7 – Housing		-	-	-	-	-	-	-	-	-
Vote 8 – Health		-	-	-	-	-	-	-	-	-
Vote 9 - Planning & Development		-	-	-	-	-	-	-	-	-
Vote 10 - Road Transport		-	-	-	-	-	-	-	-	-
Vote 11 - Energy Sources		-	-	-	-	-	-	-	-	-
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-	-	-
Vote 13 - Waste Management		-	-	-	-	-	-	-	-	-
Vote 14 – Other		-	-	-	-	-	-	-	-	-
Vote 15 - Finance and Admin2		-	-	-	-	-	-	-	-	-
Total Capital Multi-year expenditure	4,7	-	-	-	-	-	-	-	-	-
Single Year expenditure appropriation	2									
Vote 1 - Executive & Council		-	-	-	-	-	-	-	-	-
Vote 2 - Finance and Admin		-	1 600	-	-	814	800	14	2%	1 600
Vote 3 - Internal Audit		-	-	-	-	-	-	-	-	-

MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT REPORT – 2021/2022 FINANCIAL YEAR

Vote 4 - Community and Social Services		-	2 000	-	-	1 119	1 000	119	12%	2 000
Vote 5 - [NAME OF VOTE 5]		-	-	-	-	-	-	-		-
Vote 6 - Public Safety		-	-	-	-	-	-	-		-
Vote 7 – Housing		-	-	-	-	-	-	-		-
Vote 8 – Health		-	28 500	-	-	-	1 000	000) (1	-100%	28 500
Vote 9 - Planning & Development		-	-	-	1 032	11 274	-	11 274	#DIV/0!	-
Vote 10 - Road Transport		-	1 609	-	489	919	804	115	14%	1 609
Vote 11 - Energy Sources		-	14 500	-	1 129	6 833	7 250	(417)	-6%	14 500
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-		-
Vote 13 - Waste Management		-	-	-	-	-	-	-		-
Vote 14 – Other		-	-	-	-	-	-	-		-
Vote 15 - Finance and Admin2		-	-	-	-	-	-	-		-
Total Capital single-year expenditure	4	-	48 209	-	2 650	20 959	10 854	10 105	93%	48 209
Total Capital Expenditure		-	48 209	-	2 650	20 959	10 854	10 105	93%	48 209
Capital Expenditure - Functional Classification										
Governance and administration		-	1 600	-	-	814	800	14	2%	1 600
Executive and council		-	-	-	-	-	-	-		-
Finance and administration		-	1 600	-	-	814	800	14	2%	1 600
Internal audit		-	-	-	-	-	-	-		-
Community and public safety		-	3 609	-	489	2 038	1 804	234	13%	3 609
Community and social services		-	2 000	-	-	1 119	1 000	119	12%	2 000
Sport and recreation		-	1 609	-	489	919	804	115	14%	1 609
Public safety		-	-	-	-	-	-	-		-
Housing		-	-	-	-	-	-	-		-
Health		-	-	-	-	-	-	-		-
Economic and environmental services		-	14 500	-	2 161	18 107	7 250	10 857	150%	14 500
Planning and development		-	-	-	1 032	11 274	-	11 274	#DIV/0!	-
Road transport		-	14 500	-	1 129	6 833	7 250	(417)	-6%	14 500
Environmental protection		-	-	-	-	-	-	-		-
Trading services		-	28 500	-	-	-	1 000	000) (1	-100%	28 500
Energy sources		-	28 500	-	-	-	1 000	000) (1	-100%	28 500

MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT REPORT – 2021/2022 FINANCIAL YEAR

Water management		-	-	-	-	-	-	-		-
Waste water management		-	-	-	-	-	-	-		-
Waste management		-	-	-	-	-	-	-		-
Other		-	-	-	-	-	-	-		-
Total Capital Expenditure - Functional Classification	3	-	48 209	-	2 650	20 959	10 854	10 105	93%	48 209
Funded by:										
National Government		-	46 609	-	2 650	19 173	10 054	9 119	91%	46 609
Provincial Government		-	-	-	-	475	-	475	#DIV/0!	-
District Municipality		-	-	-	-	-	-	-		-
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)		-	-	-	-	-	-	-		-
Transfers recognised – capital		-	46 609	-	2 650	19 648	10 054	9 594	95%	46 609
Borrowing	6	-	-	-	-	-	-	-		-
Internally generated funds		-	1 600	-	-	814	800	14	2%	1 600
Total Capital Funding		-	48 209	-	2 650	20 462	10 854	9 608	89%	48 209

References

1. Municipalities may choose to appropriate for capital expenditure for three years or for one year (if one year appropriation projected expenditure required for yr2 and yr3).
2. Include capital component of PPP unitary payment
3. Capital expenditure by functional classification must reconcile to the total of multi-year and single year appropriations
4. Include expenditure on investment property, intangible and biological assets

6. Include finance leases and PPP capital funding component of unitary payment - total borrowing/repayments to reconcile to changes in Table SA17

check balance	-	-	-	-	496 929.0	-	-
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This monthly expenditure management ensures that funds of the Municipality are spent in terms of an approved budget and sets up controls to minimize misuse of funds through fraud and corruption and it ensures that the municipality is financially viable

Operating expenditure year to date expenditure is 74,6 million against the budgeted expenditure of R 80,29 millions with a variance of R5.6 million. Total amount of creditors is R 1,8million which includes prior year accruals. Payments are not yet all processed within 30 days of receipt of invoice due to financial constraints.

During the Assessment review it was identified that municipality has incurred unforeseeable and unavoidable expenditure recommended by the Executive Committee of the municipality. Some errors were identified during the year. Some vote have been under/over spent due it nature.

Income performance

Total revenue (Incl. grants)

Above is the C4 – Financial Performance schedule for the Municipality. The actual total revenue including grants from July to December 2021/22 is at R 101.6 million and Total expenditure is at R 74.6 million. It shows that the council is operating at an actual projected of the to date budget R 80.2 million. The Financial Performance is prepared in the accrual basis.

Operating Revenue by Source

The table indicates billing for service charges for property rates, electricity and refuse. Billing for property rates reflects expected revenue of R 15.1 million from July to September 2021/22. Public works department properties are billed once off for the whole year early in the 1st quarter, meaning billing is expected to be less for the next coming quarters. Property rates collection for July to September was R 2.4 million, as disclosed in Table.

The collection of billed amount for rates remains a huge challenge. Most of the customers are not paying rates which have resulted to the increase on outstanding debtors. The revenue enhancement strategy has been developed and the Revenue Section is currently implementing the strategy which will be closely monitored by the department and reports will be sent to MANCO, EXCO and Council meetings. The MANCO have also established the Debt Steering Committee which also deals with the matters.

Services charges

Services charges averaged -9% collection of the quarterly budget. Refuse revenue collected is at -62% to date. Table indicates that from the Services charges actual collected from July to December is R 15 336 000 and refuse actual is R 793 000, which includes revenue from services rendered by the municipality including electricity, refuse. The major problem is the

MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT REPORT – 2021/2022 FINANCIAL YEAR

majority of customers from eDumbe Location that are not buying electricity which makes life difficult for the municipality to sustain the electricity business.

Licences and permits

Licences and permits for the mid year budget is R 631 000. The R 585 000 disclosed here is all actual cash received. The average percentage of licences and permits is at -3 % decrease

Revenue from operating grants

Revenue from operating grants is at 46% of the year-to-date budget. Operating grants received came to R 66 932 000 out of the budgeted year to date of R 45 872 000, which we have received the majority of the operating grant that was due to us this mid year.

Other revenue

Other revenue collected is R142 000 and year to date budget R 1 317 000 and variance -89% other revenue collected includes collections from eDumbe dam, Insurance claim, Clearance certificate, connection fee, re-connection fee, tender monies, burial fees and hall hire fees.

Total revenue

Total Revenue (excluding Capital transfers and contributions) came to R1 016 000 (19% variance) compare to the budget year to date of R 85 231 000 as at the end of the first quarter. This includes revenue from services rendered by the municipality, which are electricity, refuse, Rates, Licences and permits ,Traffic fine and rental facilities.

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Expenditure performance

Operating Expenditure by type

In accordance with Municipal Finance Management Act No. 56 of 2003 section 99, this deals with expenditure management. Section 99(2) the accounting officer has taken all reasonable steps to ensure that – Internal controls are in place such as procedure for authorization, approval, withdrawals and payment of funds.

This report includes other expenditure which are travel and subsistence claims, Advertising, Cleaning Materials, printing and stationery, Fuel, Telkom and etc. A contracted service includes payments to Grass cutting, Security Services, Rental of office equipment and others. Council to note that Depreciation is non- cash item but provision has to be made for it.

The Contracted services has been increasing in first quarter compare to last year first quarter due to the fact that the Repairs and maintenance was classified as contracted services on current period compare to last year was treated as inventory due to the nature of work that Municipality appointed service providers to do some jobs for repairs and maintenance.

Employee related costs

The municipality is currently spending R 33,6 million on employee cost and R 3,3 remuneration for councillors for the first quarter.

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4.4. Monthly Budget Statement -Capital Expenditure

CAPITAL EXPENDITURE DECEMBER 2021						
DESCRIPTION	Budget	YTD Actual	YearTD budget	YTD variance	YTD Var.	Full Year Forecast
Motor Vehicles	2000000	0	1000000	0	0.00	2000000
KwaThimu Pedestrian Bridge	2500000	351756.18	1250000	898243.82	71.86	2500000
Ngwanya Access Road&Storm water drains	2000000	1525995.01	1000000	-525995.01	-52.60	2000000
EsikhaleniMulti Purpose	3600000	386745.91	1800000	1413254.09	61.33	3600000
Phoqa causeway	2500000	1521347.79	1250000	-271347.79	-21.71	2500000
Shayamoya access road 2	2000000	1244374.58	1000000	-244374.58	-24.44	2000000
Mphelandaba Pedestrian Bridge	3500000	2903270.93	1750000	-1153270.93	-65.90	3500000
Danxa Access Road	2000000	178514.47	1000000	821485.53	82.15	3500000
Nhlakanipho Sportfield and Outdoor Gymnasium	1609000	562471.34	804500	242028.66	30.08	2000000
Switch Station and MV upgrade	11000000	4178749.51	5500000	1321250.49	24.02	1609000
Zungwini P 2	5000000	2605394.62	2500000	-105394.62	-4.22	11000000
KwaSonkela P 2	5500000	2367541.61	2750000	382458.39	13.91	5000000
Esikhaleni	5000000	3132838.05	2500000	-632838.05	-25.31	5500000
TOTAL CAPITAL	48,209,000.00	20,959,000.00	24104500.00	2,145,500.00	169.17	48,209,000

Table C5 indicates the year actual expenditure on capital expenditure for all votes of Capital expenditure amounts to R20,9 were realized against the budgeted amount of R31,7million as at the end December 2021. This expenditure is in a form of infrastructure projects and motor vehicles. The municipality only budget for Laptops under furniture and equipment due to adverse cash flow. The Mayoral vehicle will be delivered before the end of the March 2021 and expenditure already committed.

The municipality has 5 months to ensure that projects are implemented and budget will be completed.

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4.5. Monthly Statement Cash Flow

CFA : CASH FLOW STATEMENT ACTUALS - DECEMBER 2021						
Detail	Jul	Aug	Sep	Oct	Nov	Dec
Cash Receipts by Source						
Property rates	2341236.74	2432697.05	2432697.05	2432697.05	2432697.05	2432697.05
Property rates - penalties & collection charges	6043.46	17861.84	19111.03	79878.74	79501.44	85791.72
Service charges - electricity revenue	2991414.76	2114100.19	2418061.78	2460615.01	2376047.4	2905382.51
Service charges - refuse revenue	132055.4	132055.4	132055.4	132428.4	132428.4	132428.4
Rental of facilities and equipment	9480.00	50052.19	1394408.92	19908.10	23279.39	23351.59
Interest earned - external investments	46760.99	103324.25	86193.37	62991.31	55965.56	63394.65
Fines	231130.00	159200.00	255600.00	33600.00	258800.00	141050.00
Licences and permits	74230.22	123871.06	107120.89	109048.13	123789.91	47315.66
Agency services						
Transfer receipts – operational	36077347.01	553595.46	638,483.06	806527.43	512,498.12	28343093.35
Other revenue	32332.82	22010.17	15846.04	59696.77	77570.78	5342.39
Cash Receipts by Source	-	-	-	-	-	-
Transfer receipts – capital	850450.81	5483797.3	6239988.99	1268087.17	5060625.4	11849967.08
Total Cash Receipts by Source	42792482.21	11192564.91	13739566.53	7465478.11	11133203.45	46029814.40
Cash Payments by Type						

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Employee related costs	5094469.75	5416578.71	5408390.88	5889419.83	5599814.73	6227449.84
Remuneration of councillors	502821.33	502821.33	502821.33	671242.21	529980.21	626514.45
Interest paid	108.64	2104.96	71.26	17.92	18.51	3130.72
Bulk purchases - Electricity	56175.82	5125681.58	4785518.88	2879017.18	2775985.5	4803586.11
Contracted services	2111212.95	1859170.54	3240135.62	2742579.45	2196325.01	1382335.1
General expenses	654153.53	422266.52	408924.65	637842.6	898385.26	2950068.41
Cash Payments by Type	42705.57	41229.19	44316.38	56714.78	145747.41	46438.31
Capital assets						
Total Cash Payments by Type	8461647.59	13369852.83	14390179.00	12876833.97	12146256.63	16039522.94
Net Increase /(Decrease) in Cash Held	34330834.62	-2177287.92	-650612.47	-5411355.86	-1013053.18	29,990,291.46
Cash/cash equivalents at the month/year begin:	3,863,223.88	38194058.5	36,016,770.58	35,366,158.11	299,540,802	6,177,928.18
Cash/cash equivalents at the month	38194058.50	36016770.58	35,366,158.11	29,954,802.25	6177928.18	36,168,219.64

The municipality's cash flow is positive currently, which shows that the municipality still has recover its financial stability but the current status has improved as compared to the previous years; this is due to the approved cost cutting measures that the municipality is strongly applying. The second tranche of the equitable share and other conditional grants have also contributed on revenue increase. Also the monies that are not used immediately are being invested on call accounts to attract. There are no Borrowing that exist within the institution except money owed by creditors.

MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT REPORT – 2021/2022 FINANCIAL YEAR

4.6. Debtors' ageing report

AD : AGE ANALYSIS OF DEBTORS December 2021							
Detail	0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - Over year	Total -	%
Debtors Age Analysis By Income Source							
Electricity	3152381.94	454964.45	295860.14	69173.92	5200508.95	9172889.40	
Property Rates	1673349.76	710061.8	1433758.09	1397364.35	48524652.47	53739186.47	
Waste Management	402500.44	152410.57	180782.83	178733.15	80794822.34	81709249.33	
Other	206651.92	87317.04	47636.68	46219.13	19402098	19789922.77	
Total By Income Source	5434884.06	1404753.86	1958037.74	1691490.55	5434884.06	R 164 411248	
Debtors Age Analysis By Customer Group							
Organs of State	37367.02	507853.74	917960.47	785711.98	20746719.82	22995613.03	
Commercial	3924918.5	239950.79	350548.23	249395.65	11105635.11	15870448.29	
Households	849178.23	359300.87	397878.65	381817.41	102103323.1	104091498.26	
Other	624316.6	297370.92	291375.75	274291.05	19963159.86	21450514.18	
Total By Customer Group	5,435,780.35	1,404,476.32	1,957,763.10	1,691,216.09	153918837.9	R 164 411 248	

The total debtor's book continues to grow and to-date, total debtors amount to R 164 million

An intensive collection drive aimed at ensuring that collection of outstanding debtors is improved is underway and this will be implemented during the current financial year. This process will start by ensuring that debtors are encouraged to ensure that their current monthly account is settled by implementing the credit control and debt management policy. Also, a Revenue Enhancement Strategy is currently being developed it will include projects such as meter audit, customer care line, correctness of billing and will ensure that queries are attended to timorously, faulty meters are being fixed to ensure the correctness and also to avoid customer dissatisfaction. This will ensure Statements to the customers are issued on a monthly basis.

Arrears – we have lot of queries relating to customer account. The municipality needs to tackle to 100 debtors and to deal with problematic government accounts.

Customer care we need to improve on this can find a way of providing a service to customers with a 'one-stop shop' where all accounts could be paid to allow accounts to be paid at banks, the Post Office, retail chain stores, etc.

4.7. Creditors Age Analysis

Supplier	180 Days	150 Days	120 Days	90 Days	60 Days	30 Days	Current	Balance
AYANDA MABANGA							44843.01	44843.01
BI INFRASTRUCTURE						152159.50		152159.50
CONLOG SOLUTIONS							471410.59	471410.59
ESKOM HOLDINGS SOC LIMITED					(0.01)		16089.45	16089.44
IROCC TRAINING AND						29000.00		29000.00
MANDLA-MATLA PUBLISHING							4517.51	4,517.51
SALGA	579921.00							579,921.00
SIBANESIHLE							186875.00	186875.00
SIBAYA ASPHALTING JZ ZT	303872.99							303872.99
TOTALS	883793.99	0	0	0	(0.1)	181159.50	723735.56	1788 689.04

Table SC4 shows the amount of Creditors ageing as at 31 December 2021. An amount of R 1.7 million remains a liability at the end of the month; the table also shows how the municipality arrived to this amount. Even though the municipality is not paying its creditors within 30 days as required by the MFMA, the ageing of the creditors has been reduced as compared to the previous years.

It should be noted that withdrawals in terms of Section 11(1) (b) to (j) of the Local Government Municipal Finance Management Act, 2003 are prohibited and the municipality made no such withdrawals during the midterm from July 2021 to December 2021.

The following information should be noted:

Section 11(1) (b): Expenditure that was authorised in terms of Section 26(4)

- No withdrawals in terms of this section

Section 11(1) (c) Unforeseeable and unavoidable expenditures

- No withdrawals

Section 11(1) (d): Withdrawals in respect of Trust and so forth

- No withdrawals

Overpayments on monies received on behalf of a person or state body

- No withdrawals

Section 11: Withdrawals 11(1) (f): Monies erroneously deposited into bank account

- No withdrawals

Section 11 (1) (g): Guarantees, sureties and security deposits refunded

- No withdrawals

4.8. INVESTMENT REGISTER

Investment revenue is the amount of interest earned on the amount invested with various financial institutions registered with South African Banking Council. The total amount of money in the bank amounts to **R 27 Million** as at the end of December 2021.

In line with the investment policy, funds are invested only on call accounts with FNB and Grinrod institutions. The municipality is still dealing with its financial state which does not allow us to start looking for better interest rates as cash is needed now and then and has no reserves.

eDumbe LOCAL MUNICIPALITY								
INVESTMENT REGISTER								
SUMMARY INVESTMENT REGISTER (Regulation 3(1)(g))								
2021/2022								
INSTITUTION	OPENING BALANCE 2021-07-01	Bank charges	INVESTED in current year	Withdrawal	INTEREST	BALANCE 2022-06-30		INTEREST Earned
FNB - 62033660376	3 030 779.50	-	55 500 000.00	37 000 000.00	191 429.01	21 722 208.51		191 429.01
GRINDROD - 154009	18 363.73	-	-	-	302.79	18 666.52		302.79
FNB - 624218433807	1 074 258.78	-	10 500 000.00	8 000 000.00	42 391.41	3 616 650.19		42 391.41
FNB - 61328003233	1 678 748.48	-	-	-	16 641.90	1 695 390.38		16 641.90
FNB - 62219848746	132 497.98	-	-	-	1 286.22	133 784.20		1 286.22
TOTAL	5 934 648.47	-	66 000 000.00	45 000 000.00	252 051.33	27 186 699.80		252 051.33
Summary								
Total interest received from these investments (for the period 1 July 2021 to 30 June 2022)								252 051.33
Total amount on current investments & call account (as at 31 December 2021)								27 186 699.80

4.9. Grants Income and Expenditure December 2021

EDUMBE MUNICIPALITY - GRANTS REGISTER DECEMBER 2021						
GRANT	GRANT' BUDGET(DoRA) 2021-2022	AMOUNT RECEIVED	YEAR-TO-DATE PAYMENTS	UNSPENT CLOSING BLANCE	% Spent	COMMENTS
Equitable Share	82,382,000,00	(61,787,000)	61,787,000	(20,595,000)	75%	The amount was received as per Dora allocation financial year 2021 /22
FMG	2,900,000	(2,900,000)	2,180,394,30	(719,605,70)	75%	The expenditure on this was supposed to be at 50% on midyear but is sat on 75% that good for Municipality.
Energy	21,500,000	(21 500 000)	16,970,337,11	[4,529,662.89	79%	The expenditure was supposed to be at 50% in midyear but now sitting at 79% which its good for Municipality
MIG	16,500,000	(16 500 000)	13,481,390,50	(3,015,609,50)	82%	The Grant was Received as per Dora Allocation ,and this was supposed to be 50% spent on December but we spent 82% as it December.
EPWP	861,000,00	(871,540,88)	871,540,88	10,540	101%	Received as per Dora Allocation we spent 101% as per December this shows that the next months will have some challenges with this operational Grant.
Art & Culture	3,231,000	(3,231,000)	2,092,609,25	(1,138,390,75)	65%	The amount that was received as Provincial KZN Gazeted. This was supposed to be 50% as at December but its 65% as at December
KZN DOHS	-	(22,008,671,71)	18,739,121,29	3,269,550,42	85%	To be included in the Adj. Budget housing Project. the Amount was received in December during holiday, but it was paid January and Cash backed.

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- The transfers recognised relates to grants and subsidies received. Operational and Capital Grants recognised. The municipality received a further allocation of R 22 million during the midterm from Human Settlement for Housing Project. The communication from the relevant transferring department is taking place to ensure that funds are received as this will affect our budget negatively

4.10. Councillor and Staff benefits

It should be noted that some of the operational grants have low percentage in terms of their spending; this due to the nature of the grant and some expenditures will be reflected in the following months once they are included the approved budget

DESCRIPTION	July	August	September	October	November	December
Salary	3 760 566.23	3 844 825.11	3 836 060.11	3,821,378.33	3,829,034.60	4,100,562.61
Councillor Allowance	447 321.33	447 321.33	447 321.33	424,618.83	424,618.83	526,023.37
Cell phone Allowance	77 600.00	80 000.00	80 000.00	76,600.00	76,600.00	92,600.00
Acting Allowance	56 192.87	82 138.31	76 747.94	70,200.59	31,768.69	59,543.44
Standby Allowance	97 392.34	110 705.61	114 537.94	159,358.98	109,749.29	124,907.46
Overtime	81 883.98	77 452.78	126 279.82	65,013.21	87,432.87	99,512.67
Housing	31 513.17	38 305.36	39 097.46	28,008.06	28,008.06	27,043.55
Travel 80%	159 358.98	159 358.98	159 358.98	159,358.98	159,358.98	158,534.60
S & T	-	-	-	-	-	-
Annual Bonus	228 115.00	410 120.13	352 343.81	309,084.00	722,617.35	53,771.00
Unpaid	-	-8 970.21	-	13,279.50	-561,459.66	-
Leave Sold	225 988.40	-	35 503.92	24,608.52	95,849.82	162,593.93
Back Pay	-	63 075.85	-	343,065.68	-	83,616.66
Long service	-	39 397.55	52 552.50	52,503.75	68,542.36	-
Responsible Person	3 500.00	3 500.00	3 500.00	3,500.00	3,500.00	3,500.00
Pension Portion	-	6 792.19	6 792.19	6,792.19	6,792.19	6,792.19
Reimbursement	-	5 248.45	968	-	-	-
Medical Aid Allowance	-	-	-	-	-	-
4% Remote Allowance	6 327.77	9 044.65	9 044.65	9,044.65	9,044.65	9,044.65
Refund unallocated	-	-	-	-	-	-
Motor vehicles	12 829.71	33 206.28	33 206.28	33,206.28	33,206.28	33,206.28
Reimbursement KM	-	-	6 317.38	199,519.64	1506.34	31,777.82
Risk Allowance	30 984.59	33 129.65	30 746.22	30,746.22	30,746.22	39,326.55

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Protective Clothing	10 328.24	11 043.20	10 248.72	10,248.72	10,248.72	13,108.80
Data Bundles	4 500.00	4 500.00	4 500.00	4,500.00	4,200.00	5,700.00
UIF CC	31 192.27	32 153.70	31 668.83	30,856.28	30,262.41	35,665.39
SDL CC	50 582.67	60 648.21	50 265.89	54,538.43	50,138.02	60,084.93
Pension CC	52 145.80	152 957.87	153 180.59	158,479.33	158,658.18	160,922.03
NJMPF Provident CC	423 503.42	423 977.62	428 675.59	448,617.44	449,447.62	442,603.40
Medical Aid CC	183 879.15	185 081.55	185 354.55	302,173.43	185,628.63	117,253.83
Bargaining Council CC	2 821.60	2 914.60	2 894.30	1,936.40	1,823.10	2,976.70
TOTAL	6 078 527.52	6 307 928.77	6 277 167.00	6,841,237.44	6,047,323.55	6,450,671.86

In terms of section 66 of the Municipal Finance Management Act number 56 of 2003, the Accounting Officer of a Municipality must report to the council on all expenditure incurred by the municipality on staff salaries, allowances and benefit

Employee related costs

The expenditure to date for employee related costs amounts to R33,6 million against the expected expenditure of R 33,7 million. The variance of 122 which is good for the Municipality the percentage variance 36 %. This is still within. For the breakdown of the employee related costs please refer to table SC8

Remuneration of Councillors

The expenditure to date for remuneration of Councillors amounts to R3,3 Million against the expected budget of R 2, 8million. The variance is caused by the travel cost that has been paid out which exceeds the amount budgeted for Council the adjusted of five hundred thousand during the adjusted budget in February and variance percentage of 18 % that needed to be included on adjusted budget.

CHALLENGES: IN YEAR MONITORING (IYM)

- The in year reporting (IYM) or Schedule C template is not adhered to nor completed; only returns are submitted to treasury. We are still using the manual format when submitting our report
- Lack of review by senior managers on submissions made to Provincial Treasury;
- Cash flow projections for the municipality are prepared on the straight line basis, therefore not realistic;
- The creditors reports which is AC of appendix B and Schedule C report submitted are often not aligned;
- Municipal commitments are also understated as the municipal orders are not all disclosed, therefore the contracts register and commitments register not updated monthly;
- The municipal under spending is also due to bid committees not sitting and appointment of bid committees;
- The municipality not submitting the narrative document and therefore not complying with Municipal Budgeting and Reporting Regulations (MBRR).

MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT REPORT – 2021/2022 FINANCIAL YEAR

BUDGET PERFORMANCE vs. ADJUSTMENT BUDGET

Factors that informs the need for adjustment of the budget

Having considered the financial performance for the half year period, the following factors informed the need for the adjustment

- Under collection on own revenue
- Recognition of grants and income that were not budgeted for during the approved 2021/22 final budget
- Capital project that are in progress that need the more funds
- Over/under spending on general expenditure

2021-2022 BUDGET FOCUS AREAS

The local government equitable share will grow at an average annual rate of above 9 per cent over the MTEF, this is as a result of funds that will be added in 2021/22 to offset the cost pressures of electricity purchases which continue to grow faster than inflation;

The ability of customers to pay for services is declining and this means that less revenue will be collected. Therefore the Municipality must consider the following when compiling their 2021/22 MTREF budgets:

- Cost Containment Measures are effected and that non-core items as outlined in Circular 82 are kept at a ceiling or reduced;
- Improving the effectiveness of revenue management processes and procedures;
- Ensure locative efficiency and the protection of core service delivery items; and
- The affordability of providing free basic services to all households.
- Implementation of Incentive Scheme

4.11. BTO ASSESSMENT

The functionality of the BTO within our municipality has such challenges:

- Approved of the Organogram and Filling of vacant post on the organ gram especially the Asset Management Unit and Budget Accountant.
- No aligned reporting process
- Lack of implementation of internal controls (Weak internal controls) and accountability
- No capacitating of staff
- Dependency on consultants

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- Subordinates are not supervised as reports are submitted to outside stakeholders without the knowledge of supervisors;
- The intervention through internal audit, when doing their audit charter is critical to BTO, so as to ensure implementation of the recommendations raised in this report

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N O.	CHALLENGES PROGRAMMES IDENTIFIED	/	PROGRESS ON RESOLVING PROBLEMS
1.	The municipality does not collect revenue to its maximum level	/	<p>The municipality is facing serious backblocks especially with the roads infrastructure and maintenance thereafter.</p> <p>The municipality must develop and adopt Revenue Enhancement Strategy</p> <p>There has been a slight improvement for revenue collection. In order to effectively implement this strategy we need more funding for installation of meters</p> <p>We need to maintain credible Indigent register to identify qualifying indigent consumers for free basic services and ensure that we don't increase our debt book with consumers who are indigent</p>
2.	Non Payment of Service Providers and Inadequate Spending Against Capital Budget.	/	<p>The municipality is looking at other source of financial modeling to speed up the implementation of projects and to strengthen the municipal cash flows. Several tenders have been advertised for Source of funding</p> <p>The municipality has multi projects that have not been completed affecting the service delivery and this should be addressed in the next two years once as our financial situation is improving</p>
3.	Grants Expenditure not in line with DORA requirements.	/	<p>The normally affects and reduces grant allocation for outer year.</p> <p>The municipality to fast-track and accelerate projects and to utilise entire funding as allocated to avoid holding of funds by NT</p>
4.	Inadequate funding for Repairs and Maintenance. The budget does not provide enough funding to meet the demand of repairing existing water infrastructure asset.	/	<p>Funding should be made available for the Development of Asset Maintenance and Replacement plan. This will assist the municipality to budget accordingly to meet the challenges faced for un-maintained infrastructure assets</p>
5.	Multi Year projects not completed on time and poor contract management	/	<p>The issue of work in progress remain a challenge even the audit has vast of issues raised for projects not completed on time, non-performing Service Providers (SP's) not charged penalties and extension of Contract now and then</p> <p>The projects which are under construction to be completed within time frames and be capitalised; and non performing SP be charged penalties</p> <p>The project files be updated monthly with financial and non-financial information and this will assist in compiling credible Contract Management Register.</p>
6.	Supply Chain Management – Non sitting of bid committees causing delay in the implementation of projects	/	<p>The bid committees to adhere to the calendar for bid schedule meeting. The report for sitting of bids and implementation of procurement plans be submitted to Municipal Manager on a monthly basis</p>
7.	Supply Chain Management – non implementation of SCM policy resulting to deviation from SCM regulations	/	<p>The deviation reports are being compiled on monthly bases but no investigations have taken place as per the Municipal Public Accounting Committee</p>
8.	Lack of Office Space	/	<p>ANDM need to source funding for the construction or of municipal office space, this will ensure that service delivery is appropriately implemented and improve performance</p>
9.	No Standard Operating	/	<p>The SOP's are currently being reviewed to assist with the segregation</p>

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	Procedures (SOP's)	of duties within the Budget and Treasury Office (BTO). The document should be ready for implementation by end of January 2018 and are in the stage of finalisation.
10.	Non-Implementation of audit action plan	The non-resolve issues will be included in the audit action plan and implementation is imperative to improve audit opinion from Qualified to Unqualified Audit Opinion . Some of the queries were addressed during the preparation of Annual Financial Statement (AFS)
11.	Delay in implementation of Data Cleansing project due to planning	The municipality need to launch the Data Cleansing exercise ASAP. Community outreach and other source of communication will be utilised to communicate this project to all communities. The revenue to perform reconciliation between billing system, data collected to date as well valuation roll information
12	Non – implementation of Standard Chart of Accounts (SCOA)	The current financial system has been upgraded to be SCOA compliant. This is an ongoing process and everyone need to participate and be trained to ensure that everyone understand their requirements

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4.12. RECOMMENDATIONS for BUDGET STATEMENT

RECOMMENDED for THE BUDGET ADJUSTMENT THAT:

- 1) The Monthly Budget Statement for the month of December 2021 and the supporting documents as referred to in S71 of the MFMA be and is hereby NOTED.
- 2) The Quarterly Budget Implementation Report and supporting documents as referred to in S52 (d) of the MFMA be and is hereby NOTED.
- 3) The Consolidated Report of withdrawals from municipal bank account be and is hereby NOTED.
- 4) The financial problems facing the municipality including any pending financial problems be and is hereby NOTED.
- 5) Instructions as referred to in S54(d)(i) of the MFMA be and is hereby given to the Municipal Manager to ensure that the budget is implemented in accordance with the service delivery and budget implementation plan be NOTED.
- 6) Instructions as referred to in S54 (d) (ii) of the MFMA be and hereby given to the Municipal Manager that spending of funds and revenue collection proceed in accordance with the budget be NOTED.
- 7) The municipality as referred to in S54(2)(a) of the MFMA be and is hereby committing to:-
 - i. Introduce steps spending since revenue anticipated is less than the projected in the municipality's approved budget;
 - ii. Steps in terms of section Chapter 13 of MFMA is and hereby NOTED;
- 8) The MEC for the Department of Co-operative Governance and Traditional affairs as referred to in S54 (2) (b) of the MFMA be and is hereby alerted to the financial problems facing EDumbe Local Municipality

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4.11. SUPPLY CHAIN MANAGEMENT

Chapter 11 of the MFMA prescribes that municipalities must have and maintain a supply chain management system that is fair, equitable, transparent, competitive and cost-effective.

SCM Policy & Procedures

Adoption of Policy by Council

The standing SCM Policy was last adopted in June 2021 with municipal budget related policies.

SCM Procedures

The Budget and Treasury Office still needs to re- develop the procedure manuals to enhance the efficiency of human resource within Budget and Treasury Office and to improve our control activities in that environment. The BTO needs a budget to cater for those shortcomings in the system.

Delegations

The SCM Process Delegations are inadequate to prevent any risks associated with the system of SCM. They require attention of the management especially in situation where key positions are vacant.

Infrastructure Procurement

The Council adopted the Standard for Infrastructure Procurement and Delivery Management. This was done to address the Auditor-General finding of the financial year 2018/19, however the municipality still needs a budget for intensive training of SCM Staff and bid committee members on this standard.

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Functioning of the SCM Unit

SCM Structure:

The municipality does have a approved structure with some vacancies.

Declaration of Interest:

All SCM Personnel have declared their interests which is done every year.

Code of Conduct for SCM Practitioners:

Not all SCM Personnel have signed the Code of Conduct for SCM Practitioners. This is due to the lack of training on newly appointed personnel.

Training of SCM Personnel:

Not all SCM Personnel been trained. We have a newly appointed contract management officer that requires training on contract management. Two SCM Practitioners that also require training.

Functioning of Bid Committees

Bid Committees

Bid Specification Committee, Bid Evaluation Committee and Bid adjudication committee have been constituted in terms of Regulation 27, 28 and 29 respectively. The municipality is currently having a shortfall in terms of the number of Senior Manager currently in the system on the full-time basis. This has affected the capacity of the BAC in terms of the decision making. The Terms of reference for the bid Committees are in place and they still need to be work-shopped. The Schedule for Bid Committees Meeting has not been developed and approved as yet.

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Infrastructure Committees

Infrastructure Committees are not yet aligned with Infrastructure Delivery Management System (IDMS) due to the absence of training on this policy.

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Reporting Items

Deviations

Section 114 (Approval of tenders not recommended)

Date of Award	Bid No.	Description of Goods/Services/Works	Award Value	BEC Recommendation	BAC Recommendation	Reason for Deviation	Notifications		
							AG	PT	NT
All awards made through the Bid Committees has been in concurrence with recommendation made by Bid Evaluation Committee									

Regulation 32(Procurement of goods and services under contracts secured by other organs of State)

Date of Award	Contract Description	Award Value	Service Provider	Name of Contract Owner (Department / Municipality)	Consent obtained from Organ of State and Service Provider		Reason for Deviation	PT Decision	
					Yes	No		Approved	Not Approved
The Municipality has thus far not made any award that ward in terms of the Regulation 32 of the Municipal SCM Regulations.									

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Regulation 36 (Deviation from, and ratification of minor breaches of, procurement processes)

Description of Goods/Services/Works	Date of Award	Awarded To	Award Value	Reason for Deviation	Date reported to Council
Calibration of Vehicle Testing Equipment		Syco Machinery	8871.10	Only service provider for vehicle calibration	
Capital Projects Repairs & Maintenance		Waphatha Group	2 856 139.23	Service Delivery was a priority	
S24 And Water Use Licence For Mdwadlaza		VEL00003 - Velezinhle Consulting And Projects (Pty) Ltd	225 000.00		
Indigent burial	25/08/2021	Siwela funeral	9 200.00	Indigent burial	
National traffic act amendment	13/09/2021	Lexis Nexis	4 503.40	Sole provider for the provision of national road traffic act handbook.	

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Unauthorized, Irregular, Fruitless & Wasteful Expenditure

- i) *Template as per MFMA Circular 68 to be utilized*
- ii) *Submission of register to PT*
- iii) *Report as per KZN Municipal Circular 04 of 2017/18*

Central Suppliers Database (CSD)

- i) *Access / challenges*

Procurement Plan Implementation

- i) *Format of Procurement Plan as per Circular 62 (Annexure B)*
- ii) *Report on implementation as per KZN Municipal Circular 04 of 2017/18*

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Bids Awarded >R100K

Bid No.	Bid Description	Award Value	Award Date	Date Contract Signed	Contract Start Date	Contract Duration
	Cleaning Services and mowing	186 875.00 p.m.	19 October 2021			3 months
	Upgrade of Switching Substation and Overhead MV Phase II	R12 000 000.00	1 July 2021	12/02/2020	1 July 2021	12 Months
	MIG project handover	399 999.60	30 September 2021			
	Coordination of Festive Season Social Cohesion Events	299 985.00	20 December 2021			1 Month
	Coordination of IDP & Budget Road-Shows	249 994.50	14 December 2021			1 Month
	Coordination of Council Inauguration Event	193 680.70	05 November 2021			1 Month
	Coordination of the 9th Annual Horse-riding Event	648 900.00	12 October 2021			
	Coordination of Heroines Honoring Event	139 250.00	11 October 2021			
	Data Cleansing Services	199 640.00	19 October 2021			
	Cleaning Material Supplies	97 210.00	29 October 2021			
	Council Chamber Refurbishment	500 000.00	02 July 2021			
	AFS Review Services	185 664.68	27 August 2021			
	eDumbe location substation/infrastructure	11 000 000.00	06 July 2021	06/07/2021		
	Esikhaleni electrification	5 500 000.00	06 July 2021	06/07/ 2021		
	Zungwini Electrification Phase 2	5 000 000.00	06 July 2021	06/07/ 2021		
	Refuse bags supplies	125 000.00	01 October 2021	01/10/2021		
	KwaSankela Electrification	5 000 000.00	06 July 2021	06/07/ 2021		
	Electrical Cable and T3 RMU replacement	141 746.25	03 November 2021	03/11/2021		
	Supply and Installation of Security camera	197 981.70	29 October 2021	29/10/2021		
	Waste removal tyres	152 235.60	08 November 2021	08/11/2021		
	Repairs & Installation of Burglar Guards, strongroom	98 060.00	29 November 2021	29/11/2021		
	Council Induction Accommodation	204 765.00	30 November 2021	30/11/2021		

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	Disaster relief items	230 946.00	17 December 2021	17/12/2021		
	Toyota South Africa	1 479 929.68	21 December 2021	21/12/2021		
	Grasscutting services for 36 months period	3 885 000.00	29 October 2021	10/11/2021	10/11/2021	36 Months
	Construction of Mphelandaba pedestrian bridge	3 520 300.19	06 July 2021	06/07/2021	06/07/2021	12 Months
	Construction of KwaThimu Pedestrian Bridge	2 201 699.21	05 October 2021	15/10/2021	15/10/2021	12 Months
	Construction of Esikhaleni Multi-Purpose Centre	2 000 000.00	05 October 2021	05/10/2021	05/10/2021	12 Months
	Construction of KwaNgwanya Access Road	1 720 000.00	06 October 2021	18/10/2021	18/10/2021	12 Months
	Construction of Shayamoya Access Road	1 955 117.37	21 October 2021	28/10/2021	28/10/2021	12 Months
	Construction of KwaDanxa Access Road	2 000 000.00	12 October 2021	18/10/2021	18/10/2021	12 Months
	Construction of Nhlakanipho sportfield and outdoor gym	1 608 650.00	12 October 2021	18/10/2021	18/10/2021	12 Months
	Construction of KwaPhoqa Pedestrian Bridge	2 500 000.00	12 October 2021	18/10/2021	18/10/2021	12 months

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Municipal Bid Appeals

- i) *There were no appeal officially received within given appeal periods. Any Appeals received after the appeal period are directed to the accounting officer for official response.*
- ii) *We have one appeal received outside the appeal period that is still in the office of the MM for official response.*

Contract Management

Contracts Register Statistics

No. of Current Contracts	No. of Contracts about to expire in <6 months	No. of Expired Contracts but still in use
18	24	0

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CHAPTER 8 – CORPORATE AND COMMUNITY SERVICES

A: INFORMATION TECHNOLOGY

Introduction

The Public Service Corporate Governance of Information and Communication Technology Policy Framework (2012) stipulate that COBIT (*Control Objectives for Information and Related Technologies*) should be adapted and implemented as the Governance of ICT Framework on the Governance of ICT layer.

COBIT will enable the municipality to achieve their strategic goals by deriving optimal value from ICT through the realisation of benefits and optimising resources and risk.

Background

As a set of Governance of ICT and management processes, COBIT will provide Managers, ICT users and Auditors with the following:

- Standard indicators;
- Processes for implementing the Governance of ICT;
- Good practice to maximise the corporate value in using ICT.
- Identification of the accountability and responsibilities of business and ICT process owners.

Internet Usage

The Business Connection - service provider appointed with effect from June 2019 has successfully installed Enterprise Internet solution in April 2020. The challenge that has been experienced for low bandwidth has been resolved by increasing Megabytes, as a result the internet speed has improved. At the same time ICT section has engaged with the service provider about changing the ADSL line connection to Fibre optic for most improved Internet speed and reliability.

Reviews conducted

As per clause 6.10 of the User Account Management policy reviews should be conducted on a monthly or quarterly basis. Hence, ICT systems reviews for Pastel, Sage VIP, Syntell and Network controller server were conducted during the quarter for which the report is made. The PoEs for the reviews conducted are submitted to the director for signing off and compilation of a monthly report to PMS Manager for assessment and keeping them.

Disaster Recovery Plan

The ICT unit is implementing the physical backing up of information on a weekly and monthly basis and restores on a quarterly basis as per clause 4 of Backup and Restore policy. Should the disaster occur, for the equipment required the municipality would consider

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contacting the service providers to supply with the resources to ensure the continuity of the business using an alternative site. The ICT section made budget available in 2021/2022 financial year for the required equipment to implement DRP/BCP test. Hence the SCM process was initiated in September 2021, however, until to date no appointment of the service provider is made because it was discovered that the vote for which the ICT unit allocated budget to for this service has disappeared from the system, as a result the process of appointing the service provider for the DRP equipment will commence subsequent to the adjustment budget around February 2022.

Backups performed

In spite of the instability caused by COVID-19 pandemic, the ICT unit as classified as an essential service unit continued with implementation of backing up of information on a weekly and monthly basis as well doing restores on a quarterly basis as per clause 4 of Backup and Restore policy during lockdown and that has been happening regularly. It must be noted that the online backup of information is also performed on a daily basis should any disaster or disruption of the systems occur.

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ICT contracts		
Name of Service Provider	Service provided	Performance status
1. Itec Company– copier machines	The service provider supplied and maintains the copier machines.	The performance is satisfactory. In case of challenges the service provider responds instantly.
2. Business Connexion (Pty) Ltd– Internet	The service provider supplies with Internet service.	The service is uninterrupted except in a situation of failure by Telkom to supply the network to the whole town. The internet speed improved after the increase in Megabytes.
3. Conlog – Electricity (Finance)	The service provider provides with electricity sales services.	The service is well performed.
4. PABX s – Telephone system	Business Connexion (Pty) Ltd supplied and delivered with PABX system on an outright purchase condition.	The telephone system is well handled by the municipality by controlling the outgoing calls to avoid the exorbitant loss on this service.
5. CCG Systems – Financial management	Contract expired in August 2017. MEMORANDUM OF AGREEMENT was signed between the municipality and CCG Systems (Camelsa Consulting Group).	This financial system is well monitored by ICT unit; hence it is functioning well and gets upgraded timorously.
6. Sage VIP – Payroll	This is the payroll system responsible for paying employees’ salaries and wages	This payroll system functions well and gets upgraded timorously when necessary.

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ICT Challenges and Proposals

Challenge	Proposed Solution
1. The ADSL is susceptible to weather conditions and network equipment is ageing.	<ul style="list-style-type: none"> The Internet connection mode has to change from ADSL to Fibre optic to better improve speed and ensuring reliability.
2. Shortage of working tools and equipment.	<ul style="list-style-type: none"> There is still a shortage of computers or laptops for other municipal staff although in 1st quarter about 05 laptops were purchased. The licensing of software in the existing computers or laptops is still a challenge, and this should be addressed before 2020-22 financial year ends.
3. The improvement of the server room is inadequate.	<p>The ICT unit still have to purchase the following lacking equipment for the server room:</p> <ul style="list-style-type: none"> Purchase the steel door Concrete ceiling Smoke detector Fire suppressor <p>However, the budget for purchasing this equipment is inadequate.</p>
4. DRP/BCP is not tested, therefore in an event of a disaster (i.e. burnt building, floods etc.) the municipality may encounter difficulties responding to the incident as there is inadequate preparation for the event and this could result a delayed business recovery from the event.	<p>The ICT unit has made the budget available for the purchase of equipment for the implementation of DRP/BCP test in 2021/2022 since in 2020/2021 it was realized that the budget was insufficient to purchase the required equipment. Unfortunately the vote for this service has also disappeared from 2021-2022 financial budget in Finance department.</p>
5. The municipality is using old software version e.g. King III version instead of king IV, in addition the products are unlicensed (Microsoft office and windows, network firewall).	<p>The ICT unit should employ new innovations technologies and purchasing the lacking software licenses e.g. Ms Office, the budget for this should be made available in 2021-22 financial year. The training about the development and implementation of King IV version is required in ICT staff. Alternatively, the outsourcing of ICT policies development in line with the King IV version could be solution, and this could require an enormous budget.</p>
<p>6. Non-approval of ICT policies</p> <p>About 15 ICT policies reviewed but not approved by Council. Only 11 policies were approved in 2018.</p>	<p>The CCS director had to ensure that the remaining ICT policies get approved by the Council before the end of 2021/2022 financial year for the validity of their implementation.</p>
<p>7. Information Security and Cyber-attacks.</p> <p>The network infrastructure currently in place is inadequate and vulnerable from external and internal attacks (Cyber-attacks and Fraud).</p>	<ul style="list-style-type: none"> A licensed firewall software was not successfully purchased in 2020/2021 financial year, and it is compulsory for the purchase of the licensed firewall software in 2021/2022 financial budget.

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ACHIEVEMENTS

- Eight (08) laptops were purchased in 1st quarter for 2021-2022 financial, whereby five (05) of them were allocated to staff and 03 of them contribute to the DRP equipment.
- Three (03) routers were purchased to replace the routers damaged by the disruption occurred in the electricity.
- Two (02) switches were also purchased to replace the damaged ones.
- One computer for Communications Officer was purchased.

MUNICIPAL WEBSITE

The ICT section ensures that all necessary documents as per section 71 of MFMA, 2003 and other documents that need to be uploaded on the website are getting uploaded on time after delivered by the relevant department that requires for such service. The ICT section also ensures that the reporting about this function is done on a monthly basis through the SDBIP reports and signed off by the director for CCS.

COMMENT ON MUNICIPAL WEBSITE CONTENT AND ACCESS

ICT section as a support function unit within the municipality; it works with other directorates and departments to ensure that services reach the community through such facilities as community libraries and multi-purpose community halls. Furthermore, access has been increased by ensuring upwards and backwards compatibility of our systems, to ensure that anyone with a device that can process data and that has access to the Internet can open and access our website content. The municipality should monitor and report on the use of its website by the public, for example, by measuring the number of hits on the website.

CONCLUSION

ICT as a section that plays an integral part in ensuring that all departments of the municipality are seamlessly receiving support with technology as the 4th generation compels that we move to the digitisation model, the municipality equally has a task to ensure that the budget is adequately available for ICT section to fulfil its institutional mandate.

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B. PUBLIC SAFETY

Vehicles Testing Station {VTS}

The sub-section deals mainly with Testing of vehicles for Roadworthiness. This sub-section has 12 equipments that need to be calibrated annually. The revenue generated by this sub-section is for municipality. South African Bureau of Standards {SABS} only takes 3% of each vehicle that has been tested. This sub-section is manned by x2 Examiners with Grade A, X1 Pit Assistant.

REVENUE COLLECTED JULY TO DECEMBER 2021

ITEM	July - 2021	Aug - 2021	Sept - 2021	Oct - 2021	Nov - 2021	Dec - 2021
COR Application	R8550.00	R11580.00	R12970.00	R6270.00	R6750.00	R1360.00
COR Issued	R2400.00	R3600.00	R4680.00	R2640.00	R2520.00	R480.00

Drivers Licence Testing Centre {DLTC}

The sub-section deals mainly with applications of Driving licence and learners licence, testing and issuing of Learners Licence and Driving Licence, Driving Licences renewals, application and issue Professionals Driving Permits{PrDP}as well as Eye Test. The total revenue generated by this sub-section is for the municipality. This sub-section is manned by 6 employees x2 Examiners with Grade A, X1 Examiner with Grade L, X1 Examiner with Grade F, X1 Supervisor and x2 Cashiers.

REVENUE COLLECTED FROM JULY TO DECEMBER 2020

ITEM	July – 2021	Aug - 2021	Sept - 2020	Oct - 2021	Nov - 2021	Dec - 2021
Drivers test	R6000.00	R7450.00	R4600.00	R5050.00	R3000.00	R1800.00
Learners Test	R4200.00	R8250.00	R8700.00	R9150.00	R7800.00	R1800.00
Learners License Issued	R1620.00	R1860.00	R1860.00	R2820.00	R2340.00	R900.00
PDPs	R5250.00	R10200.00	R5550.00	R5550.00	R7350.00	NIL
Driving Licence Cards Issued	R18810.00	R31464.00	R16929.00	R18468.00	R18297.00	R5985.00
Temporary & Duplicates	R2690.00	R5400.00	R3690.00	R3330.00	R2430.00	R1800.00

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Drivers Licence Testing Centre {DLTC}

The sub-section deals mainly with applications of Driving licence and learners licence, testing and issuing of Learners Licence and Driving Licence, Driving Licences renewals, application and issue Professionals Driving Permits{PrDP}as well as Eye Test. The total revenue generated by this sub-section is for the municipality. This sub-section is manned by 6 employees x2 Examiners with Grade A, X1 Examiner with Grade L,X1 Examiner with Grade F,X1Supervisor and x2 Cashiers.

REVENUE COLLECTED JULY 2020 TO JUNE 2021

ITEM	July - Sept 2021	Oct – Dec 2021	+/- VARIANCE	% DECREASE	% INCREASE
COR Applications	R33070.00	R14380.00	R 18690.00		43.48
COR Issued	R10680.00	R8,880.00	R1800.00		83.15

Achievements

- New waiting area for applicants was installed successfully.

REVENUE COLLECTED FROM JULY TO DECEMBER 2021

ITEM	July –Sept 2021	Oct –Dec 2021	+/-Variance	% Increase	% Decrease
Drivers Tests	R18050.00	R9850.00	R8200.00		54.57
Learners Tests	R21150.00	R18750.00	R2400.00		88.65
Learners Licence Issued	R5340.00	R6060.00	R720.00	0.88	
PDPs	R21000.00	R12900.00	R8100.00		61.43
Driving Licence Cards Issued	R67203.00	R42,750.00	R24453.00		63.61
Temporary & Duplicates	R11780.00	R7560.00	R4220.00		64.18

Registration and licensing of vehicles:

The sub-section deals with functions related to vehicles mainly Registration and Licensing. Agency fee calculated at 8.69% of the total revenue is retained by the municipality. This sub-section is manned by 3 employees comprising of x1 Supervisor, x2 Cashiers.

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Agency fee calculation 8.69%

ITEM	July - Sept 2021	Oct - Dec 2021	+/-Variance	% Increase	% Decrease
Agency Fee	R141'332.98	R117'680.72	R23652.26	83.26	

Traffic

This sub-section deals with all traffic related matters through National Road Traffic Act, Criminal procedure act and Municipal By-Laws. The revenue generated by this sub-section is for the Municipality. It is manned by x1 Traffic Chief Officer, x1 superintendent, x1 Senior Traffic officer, x 5 Traffic officers and x1 Traffic clerk. Two traffic officers have been moved from performing their duties on the road to test vehicles and drivers in the office therefore we request two additional trained traffic officers to replace these two officers

- **SECTION 56 NOTICES ISSUED FOR THE MONTH OF JULY 2021 TO DECEMBER 2021**

SECTION 56 NOTICES ISSUED	TOTAL	AMOUNT
July – December 2021	2191	R1'593,451,00

- **REVENUE COLLECTED ON SECTION 56 NOTICES FOR JULY TO DECEMBER 2021**

JULY - SEPT 2021	OCT - DEC 2021	+/- VARIANCE	% INCREASE	% DECREASE
R103'200.00	R80'050,00	R23'150.00		77.56

ROAD PAINTING

Road markings were performed during the month of December and it was successfully.

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STAFF TRAINING AND ORGANISATIONAL STRUCTURE CHANGES

No training was undertaken.

OVERTIME

Overtime and Standby was paid during this period to all junior staff members with the exception to Manager Public Safety for duties performed.

FIRE

This sub-section deals with fire related functions throughout the whole of eDumbe Area {10 Wards}. It is controlled by the Fire Brigade Act, Standard Municipal By-Laws and Building Regulation SABS 0400-1990. The Fire Team has one new bakkie, one truck SAMAL 50 of which is dilapidated, one old Bakkie and two Bakkie Sakkie and 12 beaters. It is manned of 9 Fire Fighters that do all the functions.

Achievements

- Relief materials.
- New disaster and fire vehicle was also purchased.
- Two trained examiners are now appointed to test vehicles and drivers licence daily

Disaster Management

These sub-section deals with all issues related to Disaster and it works hand in hand with Fire Sub-section. This sub-section report all incidents occurred in eDumbe area to Council and District Disaster Management .It is manned by Acting Disaster officer (Manager Public Safety) and Five Fire Fighters

DISASTER FROM REPORT JULY 2021 TO DECEMBER 2021

BELOW IS SUMMARY STATISTICS ON –HR-HEAVY RAIN, FI-FIRE, LT-LIGHTNING, HS-HAILSTORM, F-FLOODS, SW-STRONG WIND

Purpose

The purpose of this report is to give an overview of the incidents which affected eDumbe municipality in all wards from July 2021 to December 2021. Furthermore; the report shall also indicate the extent of damages and response measures executed by eDumbe Municipality in responding to the incident. eDumbe Municipality experienced strong wind, Lightning, Fire and Storm that caused damages in some areas. There was no assistance provided/given

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From July 2021 to November 2021 there was no relief material distributed to the victims due to insufficient relief material.

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éDumbe municipality summary statistics

Wards	Types of incidents	Number of incidents	House hold affected	People affected	Fatalities	Injuries	ASSISTANTS GIVEN
1	HEAVY RAIN & STRONG WIND	15HR , 1SW & 1LT	17	120	0	0	9 BLANKETS & 6 PLASTIC SHEETS
2	HEAVY RAIN , LIGHTNING & FIRE	29HR , 2LI & 1F	32	209	0	0	25 BLANKETS, 6 PLASTIC SHEETS 1B Box & 4 TEMPORAL SHELTER
3	HAIL STORM , HEAVY RAIN & FIRE	2HS , 18HR & 1F	23	101	0	0	23 BLANKETS, 14 PLASTIC SHEETS & 2 B BOX
4	HEAVY RAIN	3HR	3	16	0	0	2 BLANKETS & 1 PLASTIC SHEETS
05	HEAVY RAIN	13HR	13	116	0	0	4 BLANKETS, 3 PLASTIC SHEETS & 2 B BOX
6	HEAVY RAIN, LIGHTNING & FIRE	2HR, 2L & 2FI	6	22	0	0	7 BLANKETS, 3 PLASTIC SHEETS, 3B BOX & 1 TEMPORAL SHELTER
7	STRONG WIND, FIRE & HEAVY RAIN	2SW, 1 FI & 27HR	30	280	0	0	13 BLANKETS, 8 PLASTIC SHEETS, 1 B BOX & 3 SPONGE
8	HEAVY RAIN , HAIL STORM & FIRE	8HR , 1HS & 2F	10	75	0	0	13 BLANKETS, 5 PLASTIC SHEETS & 1 B BOX
TOTAL	FI, SW, HS & HR	2FI, 2SW, 114HR, 4L & 3HS	134	939	0	0	96 BL, 10 B BOX & 6 T. SHELTER, 46 PLASTIC SHEETS & 3 SPONGE

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CHALLENGES

- Fencing of the premises/yard
- Office Space
- Shortage of Fire Equipment
- Disaster officer or Fire Chief

GENERAL

Desired State for Public Safety

- To have Disaster Centre and Fire Equipment
- Disaster Officer
- Fire Engine

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C. ADMINISTRATION

BACKGROUND

The Administration Section consists of committee (council support), registry and cleaners. In the Committee Section there is Committee Officer and Committee Clerk. Registry has got Registry Officer and Registry Clerk. Cleaners have no supervisor, Cleaners are cleaning administration buildings like main offices, community hall and some satellite offices have one cleaner and some have no cleaners due to non replacement when they have retired.

KEY PERFORMANCE INDICATOR	MID YEAR TARGET	STATUS	REASON FOR NONE ACHIEVEMENT	CORRECTIVE MEASURES
02 Council Meetings facilitated by 31 December 2021	02 Council Meetings	Achieved		11 Meetings facilitated
02 Executive Committee Meetings facilitated by 31 December 2021	02 Executive Meetings	Achieved		04 Meetings facilitated but 1 meeting did not sit due to other commitments by the Chairperson
02 Finance Portfolio Committee meetings facilitated by 31 December 2021	02 Portfolio Meetings	Not Achieved	Agendas were prepared meetings did not sit due to that the chairperson who had other commitments	Ensure targeted portfolio committee meetings does sit accordingly
02 Infrastructure & Planning Portfolio Committee meetings facilitated by 31 December 2021	02 Portfolio Meetings	Not Achieved	Agendas were prepared meetings did not sit due to that the chairperson who had other commitments	Ensure targeted portfolio committee meetings does sit accordingly
02 Corporate & Community Services Portfolio Committee meetings facilitated by 31 December 2021	02 Portfolio Meetings facilitated	Achieved		03 special meetings facilitated on the month of September 2021
02 MPAC meetings facilitated by 31 December 2021	02 MPAC Meetings	Achieved	1 meeting did not sit due to no quorum	01 meeting has took place

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AMAKHOSI TRAVELLING ALLOWANCE CLAIMS

- Claims for the month of October to December 2021 were submitted to Finance Department for processing.

COUNCIL RESOLUTION CERTIFICATES

- Council resolutions are filed and issued to the relevant department as and when necessary.

CORRESPONDANCE REGISTER

- On daily basis we receive emails, collect municipal mail, insert appropriate reference numbers and register the work related letters in the above mentioned register.
- Make copies and distribute to the relevant officials after the comments of the Municipal Manager.

INVOICE REGISTER

- ✚ All invoices received by post or hand delivered are recorded in the invoice register.
- ✚ Invoices are distributed to creditor's office.

REGISTER OF FILES OPENED

- ✚ This register is used when there is a record that is created or received and is not accommodated to the existing files.
- ✚ Allocate a reference number for that record and register it in the register of files opened.

TENDER OPENING REGISTER

- ✚ Registry staff is part of tender box opening; they register bid documents and quotations received for that particular tender.

PHOTOCOPYING, PRINTING AND SCANNING

- ✚ These duties are performed on daily basis as per personnel request.

FILING OF CORRESPONDANCE AND CONTRACTS

- ✚ Filing of correspondence is updated on daily basis.

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- ✚ Filing of contracts is done when receiving new contracts.

CLEANING

- There has been no PPE for the Cleanser for several years
- ✚ Toilets need to be repaired as there is only two toilets at ladies which are functioning though it is difficult to flush them
- ✚ Cleaners are using cold water to clean the floors even during harsh winter season as the geyser is non-functional for years.

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CHALLENGES

Council Chamber	Computers	Stationery	éDumbe Municipality Rules of Orders	Records
<ul style="list-style-type: none"> Recording system has been purchased but microphones are not equal the number of Councillors and the Administration. Chairs in the Council Chamber needs to be replaced or purchased as soon as possible. Curtains needs to be replaced with blinders. 	<ul style="list-style-type: none"> The Committee Office has received one laptop waiting to receive 1 desktop in order to store more information. Computers used have exhausted their life cycle therefore it makes it difficult to type accurately. They are not enough for duties performed at Committee. 	<ul style="list-style-type: none"> The Committee Section performs its duties under a lot of pressure as there is no enough resources e.g. heavy duty stapler and punch as this tool plays an important role on binding of the agendas. Staplers bought are not for office use. 	<ul style="list-style-type: none"> A workshop is required for Councillors in order to familiarise themselves with legislations. 	<ul style="list-style-type: none"> The Registry Office needs a counter and that was a finding from Provincial Archives office. There is a shortage of steel filing drawers. That was also a finding from Provincial Archives office. A new postbag with padlock is needed. A new desktop and laptop is needed.

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D. COMMUNITY SERVICES SECTION

D1:

The community services department is responsible for ensuring that plans and programmes developed to focus specifically on the under -privileged while ensuring that the community receives services on:

- Library services
- Youth & Sports
- Waste refusal
- Special programmes
- HIV &Aids
- Social cohesion
- Public participation

Library services are one of the services relating to the collection and organising all library materials and making those materials available to the public. It also provides physical or digital access material or both. The circulating services, it's where library materials are borrowed and returned within a specific period.

Youth & Sport to effectively coordinate and manage the implementation of youth, sports and child development programmes

Waste refusal is overseeing and coordinating waste disposal, refuse collection and recycling activities in an efficient and environmentally-friendly manner

Special programmes assist with advocating for the vulnerable groups i.e. youth, gender, children, senior citizens and people with disabilities . Co-ordinating and implementing all municipal programs relating to the vulnerable groups

HIV &Aids the unit works closely with Local Aids Council to advise on policy issues relating to HIV /Aids.

Social cohesion involves building shared values and communities of interpretation ,reducing disparities in wealth and income and generally enabling people to have a sense that they are engaged in a common enterprise ,facing shared challenges ,and that they are members of the same community.

Public participation can be any process that directly engages the public in decision making and gives full consideration to public input in making that decision. It affords the stakeholders such as interested groups, individuals and communities the opportunity to influence decisions that affect their lives.

The global outbreak of COVID-19 has resulted in closure of many activities such as umbele wethu ,umkhosi womhlanga and sporting activities

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LIBRARY SERVICES

Background

Libraries are a heart of reading. Information literacy is a vital component of every community, channelling information, technology and communication skills. éDumbe Municipality has three libraries serving ward 3,4 and ward 9 in total. The role of these libraries is to transform the community into a reading, learning and playing community. Libraries roles are very important in the life of their community by bridging information gap/divide between the literate and illiterate, bridging technological gap between young and old and bridging communication gap between the rich and the poor. As libraries we have achieved our goal of transforming our communities through addressing the social ills, conducting community outreach programs and social activities. The following report reporting on the progress by éDumbe library , Paulpietersburg library and Bilanyoni library.

1.1. Paulpietersburg Library

Displays

October Display - Cancer Awareness



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Library Safety and Security

The library has both day and night security personnel. The Library is safe under the supervision of securities. As indicated the library needs an installation of new lights. The lights were previously installed in 2020 however, due to the break-in all outside lights were stolen. There are 5 in total that needs to be installed. During this period, the security personnel are unable to conduct inspection and random patrolling as it is very dark without light.

Garden services

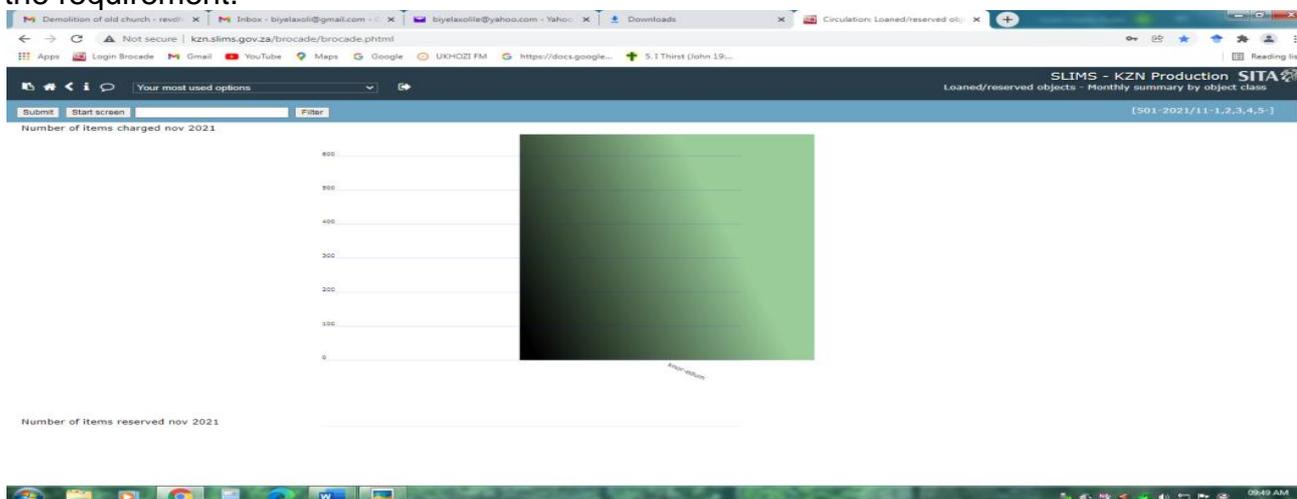
The garden is always clean and neat as it should. The library is receiving good attention from the General Assistant and the municipality is able to provide resources ensuring that the garden is kept clean. The General Assistant however needs the uniform and some resources for effective service.

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Circulation Services

The library is able to perform its duties of rendering book issuing to patrons. Since the country is facing National Disaster state, the libraries have not been spared. Library services to the community are still limited. The Library needs telephone and postal services to attend to backlog of defaulters. To ensure library material is returned to the library, the library has to make follow-up with the users who have overdue items. With the limited resources available, the library is unable to do follow and hence the Arts and Culture is losing quite a number of items that are not being recovered. A humbly plea for the municipality to intervene and make some sort of relations with the postal services to ensure the library is able to send overdue notices as per the requirement.



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1.2.éDumbe Library

Display

The éDumbe library put up the display of Covid-19 since as a country we are still on lockdown adjusted level1. The purpose of this display was to make patrons be alert that the corona virus is not yet over and patrons should still keep the lockdown rules standing. The aim of the display is to alert the patrons that the virus is still around and it kills.

Below are the pictures of the display:



éDumbe library programs

Outreach program for matriculants

The éDumbe library has decided to call off all the outreach programs that were planned due to Covid-19 lockdown adjusted level1 regulation. The communication was sent to the number of High Schools regarding matriculants applying for:

- NASFAS application
- Bursaries application

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- CAO application
- Institutions of high education application (Universities and colleges)

The aim is to reduce the pressure that learners experience after passing matric and cannot study next year since they didn't apply on time. The choices of bursaries available are tabled while assisting them with online application via CAO or any high institution of their choice (Online) and NSFAS. The program aims to promote and motivate learners to apply to many institutions of high education and also for NSFAS plus bursaries which are relevant to the fields of study.

- **Patrons statistics**

The éDumbe public library has a register for any person who enters the library so that contact tracing can be done in case of Covid-19 infection. Below is the statistics for each month:

October	November	December
301 patrons	210 patrons	159 patrons for now
Total patrons		670

No patron so far have been detected at the library to have high temperature and as éDumbe library all Covid 19 protocols are been followed for the protection of the community and library stuff.



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Children’s section which is close due to Covid 19 rules from art and culture that children under the age of 12 years should not use library. this section has been closed since the opening of the library.



This study area is also closed for the patron to use since the library must have 10 patrons inside. The computer section is open to the community with the minimum of three computers to be used by patrons. All protocols of covid 19 are followed at the computer section.

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The study area is open for all patrons to use but only 1 patron per table and we have set up only 10 tables for the aim of social distance for patrons.

1.3 Bilanyoni library

The Bilanyoni study library is now able to register the patron on system using Brocade (slims system) where they get an application form from the information centre (Bilanyoni study library) they should include the supporting documents, which is ID copy with proof of resident. The main reason why we require such document is to locate the object when the patron does not return it or get lost.

SLIMS USAGE QUARTERLY (check in and check out brocade)

October	05	03	08
November	07	04	11
December	02	02	04

The library membership has not been growing in lending out books to patrons, this is a very concerning matter to Bilanyoni library it means the community does not make use of the library material and service that are being rendered to them.

Lending out books patrons is the major classification that are endowed libraries, public libraries are the most diverse that may also refer to a library or other institutions that sends material on request to library usually via interlibrary loan.

An integrated library system is a system also known as a library management system and an enterprise resource planning that manage the patron's usage weekly and monthly, we use these systems for a library to track items owed, orders made, bills paid and patrons who have borrowed.

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Acquisition- ordering, receiving and invoicing materials on slims for patrons or members of Bilanyoni study library.

Cataloguing- classifying and indexing materials for Bilanyoni study library patrons.

The library also does circulation for patrons in lending out materials to patron and receiving the back. Bilanyoni study library has online public access (OPAC) which the department use the system as slims system that help us to circulate items on system, it also helps the library to track its items that are being lend out to patrons.

The library tools that are mentioned above assist the library to manage system within circulation system, it makes the work easier. Bilanyoni study library has to increase the membership in order for the system to be more functional and effective.

Bilanyoni study library stats

QUARTERLY ATTENDANTS OF PATRONS STATS.

MONTHS	ATTENDANTS		TOTAL NUMBER
October	60	53	113
November	40	36	76
December	15	08	23

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The below illustrations shows the daily usage of Bilanyoni study library.



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2. YOUTH AND SPORT

Background

The youth and sport unit has been successful in hosting any event this is due to Covid-19. This report is solely based on the event hosted by the Municipality to recognise the local heroes.

éDumbe sports personalities

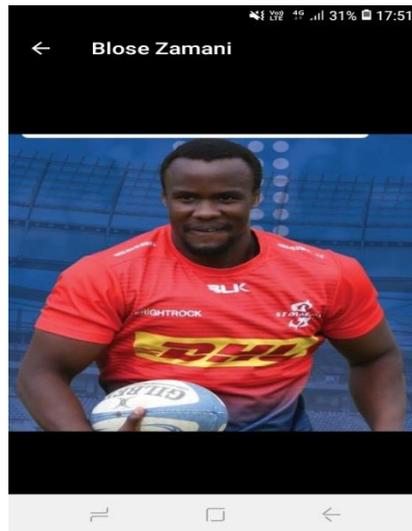
éDumbe Municipality hosted the Sports personalities function on the 22nd October 2021 at éDumbe Municipality Town Hall

This function was organised to recognise and appreciate those players who represented éDumbe Municipality nationally of whom were: Nonsikelelo Mazibuko (Netball), Sibonelo Simangaliso Maseko (Boxing), Bongumusa Nkosi (Football) and Kwenzokuhle Blose (Rugby). The sport heroes were awarded with a laptop, tracksuits, tekkies, sport kits, trophies and certificates.

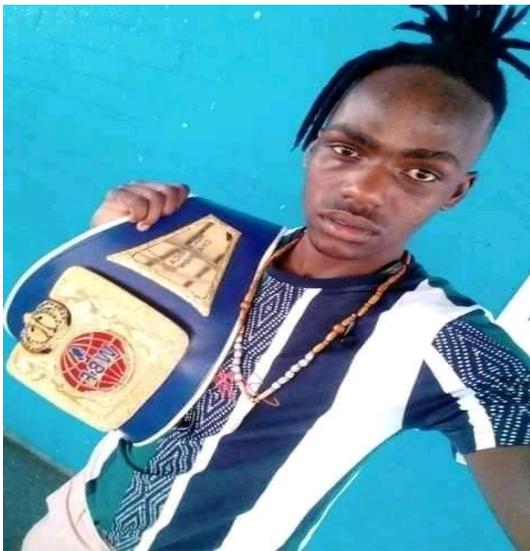
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Bongumusa Nkosi



Kwenzokuhle Blose



Sibonelo Maseko



Nonsikelelo Mazibuko

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The above picture shows the awardees.

3. WASTE SECTION

Background

The eDumbe Municipality provides waste collection services on two wards. Waste is collected five days a week in Paulpietersburg town. The industrial area is serviced on Wednesday together with eDumbe location. The Municipality provides receptacles in form of plastic bags; the plastic bags are placed along the streets. These receptacles are provided at no cost, they are collected at the Municipal offices. Each household is given 4 plastics per month. The waste collection team collects these plastics, approximately two per household and then dispose at the disposal site. Waste is buried on site at least once a month with the Municipal TLB. The site has recyclers, reclaiming waste on site informal. During the holidays, the Municipality allocates staff to assist to collect waste. Staff is divided into groups depending on the amount work to be done.

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Waste Management Status

- **Landfill site licence**

The Municipality landfill site is not registered. The site currently in use is a temporary solution as the preceding site in Bilanyoni was disallowed by the community. The current site has a life span of less than five years.

- **SAWIS registration**

The site is registered with the South African Waste Information System. The registration number is D-08090-01. Even though the Municipality site is not properly engineered, the following are the waste quantities generated within the Municipality.

August : 208.8 Tons (Municipal Waste)

:15.1 Tons (General waste)

:0.4 Tons (Garden waste)

- **IWMP**

The final draft of IWMP was adopted by Council in 2019. It was endorsed by the MEC this year .

STAKEHOLDERS ENGAGEMENT (PONGOLATO UMZIMKHULU CMA)

A catchment is an area of land where water collects when it rains, often bounded by hills. As the water flows over the landscape it finds its way into streams and down into the soil, eventually feeding the river. Some of this water stays underground and continues to slowly feed the river in times of low rainfall. The National Water and Sanitation Master Plan ,launch in November 2019,has prioritised the establishment of CMA's and the progressive delegation or assignment of powers ,functions and duties. The CMA establishment has demanded attention be given to any opportunities for reducing costs and increasing efficiencies, without compromising on the core objectives of decentralising water management.

ENVIRONMENTAL MANAGEMENT FORUM

AT PHONGOLO LOCA MUNICIPALITY

The environmental management planning unit from EDTEA hosted a meeting at uPhongolo Local Municipality; this was done as part of their supports to local Municipalities. The purpose of the meeting was to discuss the issues pertaining to environment. The topics include:

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- **EDTEA Competition**
- **Biogas project**
- **Jobs in waste**

The cleanest Municipality competition was introduced to all 5 local Municipalities by EDTEA. All five local Municipalities participated on the competition. But like any other competition there should be only have one winner .During the meeting a previous year winner was given a chance to talk about / argue about the assessing tool .The purpose of the excise was to give other Municipality a hope on how to answer the questions on the next competition.

The introduction of biogas project .The project was proposed by DEFF to generate electricity through the use of cow dunk. The Municipality needs to identify twenty houses with cow farming. This part of the department to response to climate change. The project is part of climate change response and also to do away with coal.

The jobs in waste are program piloted by EDTEA to assist the Municipalities with waste management issues. To participate on the program the Municipality has to submit fifteen names of people to EDTEA. One person has to be the supervisor. The project should consist of 100% youth and 60% women. The recruited youth are to be paid at an EPWP rate. The contract will run for three months.

KZN WMO FORUM

The provincial government, EDTEA has hosted a KZN WMO forum. The purpose of the forum is to discuss issues of waste. The forum consists of Municipal official from local government, District Municipal official, provincial government officials and lastly the DEFF officials. The forum meets quarterly virtual. During the meeting issues such as:

- IWMP
- EPIPP
- Landfill site licensing

Each delegate is given a chance to comment on issues concerning them. The local Municipality IWMPs -to check if they are endorsed if not what could be the course and also to check if they are due for the reviews.

The projects that are implemented on the Municipalities are recommended by the DEFF. The projects include Thuma mina and also the placement of YCOP within Municipalities .Currently there are no project from the DEFF.

The licensing of disposal site is one of the challenges facing local Municipalities. This is due to environmental impact posed by poor management of waste. The Municipalities are given a chance to table their challenges hindering the licensing of disposal site. During the discussion the DEFF or EDTEA will have to observe to see if they cannot assist . This is part NEMWA act 59 of 2008 for minimum requirements for disposal site.

3.2 ENVIRONMENTAL GREENING

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During the month of October the Thuma Mina Team has been conducting greening exercises within the community. Part of the areas that were targeted was schools. The environmental greening in Bhadeni has been conducted. The following are the pictures:



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The Thuma mina team together with members of the community

BACK TO BASICS

The back to basics is a term used by the Cogta, to ensure that the Municipalities provide the communities with primary services. The primary services are water services, provision of electricity, waste removal and sanitation. The waste removal cooperate with the protection of the environment, while securing the health of the population.

In the communities it is a common practise to dump waste in an open space. This waste heaps around the communities is known as illegal dump spots. The éDumbe Municipality once a month carry out back to basic attitude of, which we believe to have impacted the lives of the community positively in the following manner:

- reduce the environmental pollution
- keeps the environment clean

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The éDumbe Municipality perform a waste management campaign. The purpose of the campaign was to address that challenges that are waste related to the community at Ward three and four. The removal of waste heaps was the main target.

Resources used

- leaf rake
- spades
- refuse bags

During the month of July 2021, cleaning up campaign for illegal dump was conducted at Dumbe location and another cleanup campaign was conducted at Paulpietersburg town after the riots took place. Door to door Environmental awareness was also conducted at Dumbe location. The participants were Thumamina Green Good Deed led by Youth Environmental Coordinator. During the campaigns, pictures were taken as portfolio of evidence. The illegal dumpsites are quantified and then prioritised.

The Figures below show pictures taken during/ before and after the cleaning



The above picture shows Thuma mina Green Good Deed team performing their task during the campaign

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Illegal dump after the cleaning



Some of the waste collected during the campaign at Dumbe location

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During the first quarter two cleaning up campaign for illegal dump were conducted at Dumbe location and another cleanup campaign was conducted at Paulpietersburg town after the riots took place. These campaigns were conducted on the two separated months. Door to door environmental awareness was also conducted at Dumbe location. The participants were Thumamina green good deed led by Youth Environmental Coordinator. During the campaigns, pictures were taken as portfolio of evidence. The illegal dump spot are quantified and then later prioritised. The target for the quarter is follows:

- Clean up campaigns-3
- Clearing of illegal dump-3
- Environmental awareness-3

The following is the table showing the work that is done.

ACTIVITY	ACHIEVED	NOT ACHIEVED
CLEANING UP CAMPAIGN	Yes	
ILLEGAL DUMP	Yes	
ENVIRONMENTAL AWARENESS	Yes	
GREENING		No

Arbor month commemoration

South Africa celebrates Arbor Week in the first week of September annually. The waste and environmental unit within the Municipality was responsible for the campaign. September is also heritage month and as we celebrate Arbor Week, the Department of Environment Forestry and Fisheries has focuses on the country's champion trees which include some of the oldest, largest and culturally significant trees. These include the Sophia Town Oak Tree and Pepper bark tree. The event was conducted at Siyalwini Primary School.



Above is the picture showing learners taking part in the event

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The picture above shows environmental coordinator during the event.

ENVIRONMENTAL GREENING

During the month of October the Thuma Mina Team has been conducting greening exercises within the community. Part of the areas that were targeted was schools. The environmental greening in Bhadeni has been conducted. The following are the pictures:

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The Thuma mina team together with members of the community

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Figure 1 above: Thuma mina team cleaning at Bilanyoni

CLEANING UP CAMPAIGN FOR ILLEGAL DUMP AT DUMBE LOCATION

Figures above were another waste collected during the campaign

2. Door to door Environmental awareness at Dumbe location

The environmental awareness at éDumbe location was conducted on the 8 July by the YCOP together with environmental educators of the Thumamina. During awareness the following topics were covered:

- Waste management
- Climate change

Importance of hygiene as well as recycling. It should be noted that recycling is one of the exercises when conducted and have an impact on the environment.

Special Programmes and HIV and Aids- There were no activities due to COVID-19.

4. SOCIAL COHESION REPORT

Background

The social cohesion report is based on the Ingoma and Cothoza Competition that was organised by the Community services section. It should be noted that due to Covid -19 many activities have been suspended.

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The éDumbe local Municipality has once again hosted Ingoma and Isicathamiya. These two events were hosted on different dates. The isicathamiya competition was hosted hand in hand with Oswenka and Nobuhle. This was done before the Isicathamiya. Oswenka -the men parade with their fancy outfits for judges. This is more than a fashion show. Each contestant parade slowly in front of audience and the judges in slow-motion reviling different aspects of the attire in an expressive movement. The Nobuhle is chance for ladies to parade in front of judges and audience show casing their outfits with a distinct walk. The Ingoma was hosted in different wards. Each day there was a winner. The groups were competing for the prize ranging from money to livestock such as Cow.

There were 13 groups participated from Ingoma association and 10 groups of Cothoza including Onobuhle and Oswenka.

The following are the pictures showing the performances on both events



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5. PUBLIC PARTICIPATION UNIT

Background

Section 152(1) (a) of the Constitution, Act 108 of 1996 stipulates that Local Government must provide democratic and accountable government for local communities and section 152(1) (e) of the Act obliges municipalities to encourage the involvement of communities and community organizations in Local Government. Participatory democracy is a key element of all the objects of local government, as provided for in Section 152 of the Constitution.

Meetings and Forums

The public participation official attended meetings and forums as per regulation. The forums are held quarterly. Below is a table with details.

Name of Meeting/ Forum	Date
Provincial Public Participation Steering Committee Meeting	22 October 2021
District Public Participation Forum Session with COGTA	16-17 November 2021
Special District Public Participation Forum	23 November 2021

The table below gives an idea about ward committee meetings, which were held in October. According to the table below all wards committee meeting sited.

Indicator	Evidence Presented	Ward Number	Date
Ward Committee meetings held	Minutes and attendance register	Ward 01	20 October 2021
Ward Committee meetings held	Minutes and attendance register	Ward 02	10 October 2021
Ward Committee meetings held	Minutes and attendance register	Ward 03	27 October 2021
Ward Committee meetings held	Minutes and attendance register	Ward 04	20 October 2021
Ward Committee meetings held	Minutes and attendance register	Ward 05	19 October 2021
Ward Committee meetings held	Minutes and attendance register	Ward 06	18 October 2021
Ward Committee meetings held	Minutes and attendance register	Ward 07	08 October 2021
Ward Committee meetings held	Minutes and attendance register	Ward 08	27 October 2021

Total number of ward committee meetings held	08
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Expenditure Incurred For Ward Committee Stipends

Month	Total Amount paid
October 2021	R59 200-00
TOTAL	R59 200-00

ACHIEVEMENTS

- Quarterly back to basics activities.
- Occurrence of Ingoma and Cothoza during the holidays

CHALLENGES

- A decrease in a number of patrons in Bilanyoni library
- A éDumbe disposal site does not meet minimum requirement

PROPOSED SOLUTION

- Conducting road shows during library week and library month to advance public knowledge about the use libraries
- Provision of cover regular cover to waste to prevent wind to blow dirt /papers.

E. HUMAN RESOURCES MANAGEMENT AND DEVELOPMENT SECTION

Hereunder are the different components of Human Resources:

Human Resources Management

Labour Relations

Human Resource Skills Development

Human Resource Planning

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Background

The field of Human Resources combines administrative personnel functions such as recruitment, employment, training and other personnel issues, with employee relations and resource planning and development. The objective is to maximize the return on investment from the human capital within the Municipality and to minimize financial risk. It is therefore the responsibility of the Human Resources Unit in consultation with Management to conduct these activities in an effective, legal, fair and consistent manner. The Human Resources Unit aimed at being an active partner in the facilitation and creation of a self-motivated and progressive Municipal workforce that is focused on Municipal service delivery objectives whilst also achieving personal and career growth as well as self-fulfilment.

ORGANIZATION STRUCTURE:

The recruitment process used by the Municipality is a consultative and incorporated process. A request to fill a vacant position is received from the relevant Head of Department and once the Municipal Manager approves the request, the position is advertised. On receipt of applications, Human Resources do the initial sorting and summary of applicants. Employment Committee is then called to short list candidates. Once this is completed, the interview is arranged and conducted with the applicants. The interviewing panel consists of the (Municipal Manager, Departmental Directors, two councillors (if it's senior position), Human Resources representative and the relevant Unions).

Positions Advertised in the 1st quarter

- Accountant Budget (Internal)
- Audit Committee Member (External Provincial)
- Financial Internship x5 (External Local)
- Director Infrastructure & Planning Department (External National)
- Chief Financial Officer (External National)
- Director Infrastructure Services (External National)

Interviews (seated on the 1st quarter.)

- Chief Financial Officer (03 August 2021)

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Recruitment and Selection (employees appointed in 1st quarter).

NO:	INITIALS AND SURNAME	DEPARTMENT	POSITION	DATE OF APPOINTMENT	DURATION
1.	Miss S.F. Ngobese	Corp & Comm Serv	Senior Examiner Drivers License	01-07- 2021	Permanent
2.	Mr I.M. Sibiya	Corp & Comm Serv	Senior Examiner Motor Vehicle	01-07- 2021	Permanent
3.	Miss Z.P. Nkambule	Budget & Treasury	Procurement Tender & Acquisition Officer	01-07- 2021	Permanent
4.	Mr M.A. Vilakazi	Budget & Treasury	Procurement Officer Demand & Management	01-07- 2021	Permanent
5.	Mr E.U. Mdlalose	Budget & Treasury	Contract Management Officer	01-07- 2021	Permanent
6.	Mr B. Msibi	Budget & Treasury	Risk Officer	01-07- 2021	Permanent
7.	Mr L.A. Ngcobo	Budget & Treasury	Payroll Officer	01-07- 2021	Permanent
8.	Mr B.B. Ndlovu	Infra & Planning	General Assistant	01-07- 2021	Permanent
9.	Mr K. Ntombela	Infra & Planning	General Assistant Electrical	01-07- 2021	Permanent
10.	Mr B.M. Shabangu	Corp & Comm Serv	Skipper Driver	01-07- 2021	Permanent
11.	Mr J.V. Kunene	Corp & Comm Serv	Driver Operator	01-07- 2021	Permanent
12.	Mr A.J. Maseko	Infra & Planning	Electrical Assistant	01-09-2021	Permanent
13.	Mr S.M. Maseko	Infra & Planning	Electrical Assistant	01 -09- 2021	Permanent
14.	Mr S.P. Nyawo	Corp & Comm Serv	Human Resource Officer	01 -10- 2021	Permanent
15.	Miss F.P. Kunene	Corp & Comm Serv	Cleaner	01 -10- 2021	Permanent

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Fixed Term Contracts

The Municipality has appointed

- EPWP (General workers), contract will end on the 31 December 2022.
- 16 EPWP Grass Cutters their contract will end when the Municipal appoint the service provider.
- 13 VIP Guards their contract is aligned with the term of the council and 2 of them aligned with MMs contract.
- Personnel Assistant to the MM the contract is aligned with MMs contract.
- Cemetery Care taker contract started on the 1st Of February 2021 to 31st of January 2022.
- 1 Machine Operator contract started on the 01st of July 2021 to 30th of June 2024
- 5 Financial Interns contracts started on the 1st of October 2021 to 29 October 2023
- 4 employees started on the 29th of November 2021 contract aligned with office bearer, PA Mayor, PA Speaker, PA Deputy Mayor and Manager Mayoralty Office.
- 5 Interns absorb from COGTA from the 1st of December 2021 to 31st June 2022. X2 Finance, x2 Electrical x1 Auditing.

Staff Induction

Appointed staff is always inducted by Human Resources Section.

Promotion

The municipality does not have the policy for promotion; we follow selection and recruitment policy approved by Council.

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Employees Resigned/Retired/Contract Ended/Deceased & Dismissed

INITIALS & SURNAME	POSITION	LAST DATE	REASON	DEPARTMENT
C.Z.Z. Msibi	Manager Mayoralty Office	30 November 2021	Contract Ended	Executive
D.J. Nhlengethwa	Manager Community Services	08 November 2021	Resigned	Corp & Comm
T.S. Sibeko	General Assistant	31 December 2021	Retired	Corp & Comm

LEAVE RECORDS

Leave Administration and Management

Municipal leave records are updated on weekly basis and also captured on the system. Municipal staff have adapted the culture of taking 16 days leave compulsory and employees ensures that the leave that the vacation leave is approved before taking it.

Senior Managers also take 10 days compulsory in a cycle those who have not taken the compulsory leave Human Resource Unit has choice to forfeited them, each employee has two files one is for personnel (Particulars) documents and the other is for leave records.

Leave taken in 1st Quarter

Leave Description	Vacation Leave	Sick leave	Family Responsibility	Study Leave	Maternity	Time Off
Total	1234	126	19	16	260	0

Leave paid

- Miss S.F. Ngobese
- Mr I.M. Sibiya
- Miss Z.P. Nkambule
- Mr M.A. Vilakazi
- Mr E.U. Mdlalose
- Mr B. Msibi
- Mr L.A. Ngcobo
- Mr B.M. Shabangu
- Mr J.V. Kunene
- Mr S.P. Nyawo
- Miss D.J. Nhlengethwa
- Miss C.Z.Z. Msibi
- Mr N.H. Kunene
- Mr B.W. Buthelezi

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- Mr A.D. Ntuli
- Miss N.G. Mbokazi

Pro -Rata bonuses paid

- D.J. Nhlengethwa

JOB PROFILES AND WAGE CURVE IMPLEMENTATION:

The Municipality did the Job Evaluation in 2015 and the outcome was implemented, the salary and wage collective agreement was implemented for 2021 July to 2024 June.

Job description

All Municipal employees have signed job descriptions and are kept on their files

EMPLOYMENT EQUITY:

In compliance with the Employment Equity Act, Act 55 of 1998, the éDumbe Local Municipality appointed Mr V.B. Mbatha to developed a five year Employment Equity Plan, starting from 2019 to 2024. The progress and developments of the Employment Equity Plan are annually reported to the Department of Labour at the end of January of each year.

WORKPLACE SKILLS PLAN:

The Workplace Skills Plan for 2020/21 for the Municipality was finalized and delivered to LGSETA together with the Annual Training report for 2020/21 on due date, i.e. 30 April 2021.

TRAINING & DEVELOPMENT:

The annual training budget is centralized and managed by Human Resources, almost 5% (R grant plus council provision) of the annual training budget. On the 1st Quarter we have twenty two (22) who are attending MFMP programme

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HUMAN RESOURCES POLICIES:

Through leadership from the Director: Corporate and Community Services, various Human Resources and Administrative Policies were drafted and approved by Council. The process commenced with the identification of critical areas of concern, prioritisation and selection of HR interventions and agreement on time frames for delivery. Various presentation sessions to all Departments as well as Councillors took place and the Council have already adopted the following Policies such as:

- Recruitment and Selection
- Remuneration Policy
- Leave policy
- Acting policy
- Subsistence & Travelling policy
- Overtime policy
- Housing policy
- Training and Development policy

The following Policies have been work-shopped with Departments and are awaiting Council's approval:

- Chronic Policy
- Code Policy
- Exit interview Policy
- Health and Safety Policy
- Protective Clothing Policy
- Sexual Harassment Policy
- Transfer and staff policy
- Induction policy

LABOUR DISPUTES AND OUTCOMES:

The purpose of a disciplinary code and procedures is to regulate standards of conduct and incapacity within an Organization. The aim of discipline is to correct unacceptable behaviour and adopt a progressive approach in the workplace.

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Grievances and dismissals

Grievance procedures are available in Human Resource Unit and Municipal staff are aware of them and they are attended timorously if there is any that has been submitted but no grievances were received and no dismissal were made

Pending and finalised Municipal Cases

The Municipality has no cases during the period under review:

ATTENDANCE BY EMPLOYEES AT WORK:

All departments have attendance registers, the registers are checked by Manager Human Resources on monthly basis before processing the salary of each and every employee. It is the responsibility of Supervisors to check attendance registers on daily basis, if the employee did not sign the attendance register and no leave form éDumbe Municipality applies no work no pay.

OVERTIME/STANDBY

All employees that have worked over time and being on standby were paid on both the 1st and 2nd quarters.

LOCAL LABOUR FORUM

No LLF meeting sat on the 1st and 2nd quarters.

STAFF MEETING

No Staff meeting held on the 1st and 2nd quarters as one organised for the introduction of the new Mayor was indefinitely postponed.

GENERAL

The challenges in Human Resource section:

Being under staff only two employees to deal with Human Resource Unit.

- Not being able to do the recruitment and selection process for all critical positions as they regularly cancelled.
- Being in this pandemic disease of corona virus.

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CHAPTER 6

6.1 CONCLUSION

In the absence of sufficient resources to address service delivery requirements, challenges will always be there in any public sector organisation and therefore this Municipality is no exception but gradually the impact to the well-being of people about what we do, will be felt no matter how small it would be to the citizens of éDumbe in its entirety.

MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT REPORT – 2021/2022 FINANCIAL YEAR

CHAPTER 7

RECOMMENDATIONS FOR THE MID-TERM BUDGET AND PERFORMANCE ASSESSMENT REPORT THAT:

- The 2021/2022 Mid-Term Budget and Performance Assessment Report of eDumbe Municipality as referred to in Section 72 of the MFMA be and hereby adopted.
- An Adjustments Budget for 2021/2022 be prepared and this must be approved by Council by no later than 28 February 2022 as per Section 72 (3) (a)
- The Mayor must consider revision to the 2021/2022 SDBIP, provided that revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of the Council following the approval of an adjustment budget
- The 2021/2022 Mid-Term Budget and Performance Assessment report be submitted to the COGTA, Provincial and National Treasury in both electronic and hard copies

CHAPTER 8

ANNEXURE 1

2021/2022 SDBIP PERFORMANCE – MID-YEAR TARGETS VS ACTUALS



EDUMBE LOCAL MUNICIPALITY

2021/2022 SDBIP MID-TERM PERFORMANCE REPORT													2021/2022 QUARTERLY PROJECTIONS																						
Strategic Objective	Strategy	Strategic Action/ Project	IDP REF NO.	Key Performance Indicator (KPI)	Unit of Measure	Annual Target	Funding Source	BUDGET 2021/2022		WARD INFORMATION	BACKLOG	MID-TERM Q2 TARGETS VS ACTUAL		STATUS (TARGET ACHIEVED / NOT ACHIEVED)	REASON FOR VARIANCE	MEASURES TO IMPROVE PERFORMANCE	Responsible Department	Portfolio of Evidence																	
								ANNUAL BUDGET	MID-TERM EXPENDITURE			Q 2 - Target	Q 2 - Actual																						
KPA 1: MUNICIPAL TRANSFORMATION & ORGANISATIONAL DEVELOPMENT																																			
KPI 1	To improve institutional capacity through Policy Development and Enforcement	Submission of compliance reports in line with legislation	Submit Workplace Skills Plan to LGSETA	1,1,1,4	Date the 2022/2023 Workplace Skills Plan submitted to LGSETA	Date	2022/2023 Workplace Skills Plan submitted to LGSETA by 31 May 2022	None	R 0,00	R 0,00	Institutional	None	N/A	Not planned for Quarter 2	Target Achieved	N/A	N/A	Corporate and Community Services	None																
KPI 2		Submitted compliance reports in line with legislation	Submit Employment Equity reports to DoL	1,1,1,6	Date Employment Equity Plan submitted to Department of Labour	Date	Employment Equity Plan submitted to Department of Labour by 31 January 2022	None	R 0,00	R 0,00	Institutional	None	N/A	Not planned for Quarter 2	Target Achieved	N/A	N/A	Corporate and Community Services	None																
KPI 3		Perform information backups and registers	Perform information restores	1,1,1,8	Number of IT Backups and Registers performed	Number	12 monthly IT Backups and Registers performed by 30 June 2022	None	R 0,00	R 0,00	Institutional	None	3 monthly IT Backups and Registers performed by 31 Dec 2021	3 monthly IT backups and registers were successfully performed	Target Achieved	N/A	N/A	Corporate and Community Services	Backup screenshots and Registers performed for October - December 2021																
KPI 4																				Review Access Logs	Number of information Restores and Registers performed	Number	4 quarterly information Restores and Register performed by 30 June 2022	None	R 0,00	R 0,00	Institutional	None	1 Restore and Register performed by 31 Dec 2021	1 quarterly Restores and Registers were successfully performed	Target Achieved	N/A	N/A	Corporate and Community Services	Quarter 2 Screen shots and registers
KPI 5																																			
KPI 6		Improving the ICT Infrastructure	Implement Disaster Recovery Plan and Business Continuity Plan tests	1,1,1,11	Date IT Hardware components and software licences purchased	Date	IT Hardware components and software licences purchased by 30 June 2022	None	R 350 000,00	R 0,00	Institutional	None	Appoint Service Provider	SCM process did commence by Quarter 1	Target not Achieved	The Unit has only purchased switches and routers, antivirus software due to Financial constraint	The other IT Hardware will be purchased after adjustment Budget	Corporate and Community Services	None																
KPI 7																				Monitor Antivirus software	Number of antivirus software monitored	Number	4 quarterly Antivirus software monitored by 30 June 2022	Internal Funding	R 30 000,00	R 0,00	Institutional	None	1 X Monitored antivirus software by 31 Dec 2021	Antivirus was monitored in Quarter 2	Target Achieved	N/A	N/A	Corporate and Community Services	screenshot for software monitoring
KPI 8																																			
KPI 9																				Develop and sign 2021/2022 Performance agreement	Date the 2021/2022 performance agreements for all filled Section 54/56 positions developed and signed	Date	Performance agreements for all filled Section 54/56 positions be developed and signed by 31 July 2021	Internal Funding	R 6 000,00	R 6 000,00	Institutional	None	Signed Performance Agreements for all filled Section 54/56 positions	Performance Agreements were signed on the 30th July 2021	Target Achieved	N/A	N/A	Executive	Signed Performance Agreements
KPI 10		Compile and adopt the 2020/2021 Annual report	Date the 2020/2021 Annual Report compiled and adopted	Date	The 2020/2021 Annual Report compiled and adopted by 31 January 2022	None	R 6 000,00	R 0,00	Institutional	None	N/A	Not planned for Quarter 2	Target Achieved	N/A	N/A	Executive	None																		
KPI 11																		Compile and adopt 2021/2022 Mid-term Budget and Assessment Performance report	Date the 2021/2022 Mid-term Budget and Performance Assessment report compiled and adopted	Date	2021/2022 Mid term Budget and Performance Assessment report compiled and adopted by 25 January 2022	None	R 0,00	R 0,00	Institutional	None	N/A	Not planned for Quarter 2	Target Achieved	N/A	N/A	Executive	None		

KPI 12		Submit quarterly Circular 88 indicator reports		Number of Circular 88 indicator reports submitted to Provincial CoGTA	Number	4 Quarterly Circular 88 indicator reports submitted to Provincial CoGTA by 30 June 2022	None	R 0,00	R 0,00	Institutional	None	1 Circular 88 Report submitted by 31 Dec 2021	Circular 88 report was submitted to CoGTA on the 3rd of Nov 2021	Target Achieved	N/A	N/A	Executive	Q1 Circular 88 report
KPI 13		Compile and adopt 2020/2021 Oversight Report		Date the 2020/2021 Oversight report compiled and adopted	Date	2020/2021 Oversight Report compiled and adopted by 31 March 2022 i.e. within 60 days of the tabling of annual report	None	R 6 000,00	R 0,00	Institutional	None	N/A	Not planned for Quarter 2		N/A	N/A	Executive	None
KPI 14		Update the Municipal website	1,1,1,9	Number of Municipal website updates	Number	4 quarterly updates on Municipal websites by 30 June 2022	Internal Funding	R 20 000,00	R 0,00	Institutional	None	Signed Screen shots - For updated Municipal website	Municipal website was updated in Quarter 2	Target Achieved	N/A	N/A	Corporate and Community Services	Signed Screen shots - For updated Municipal website
KPI 15		Functionalise B2B/ Cleaning campaigns		Number of Back to Basics / cleaning campaigns conducted	Number	4 quarterly B2B/cleaning campaigns conducted by 30 June 2022	None	R 0,00	R 0,00	Institutional	None	1 B2B/cleaning campaign conducted by 31 Dec 2021	B2B /cleaning campaign was conducted in Q2	Target Achieved	N/A	N/A	Corporate and Community Services	B2B/ Cleaning campaign reports (including photos)

KPA 2: BASIC SERVICE DELIVERY & INFRASTRUCTURE DEVELOPMENT

KPI 16	To ensure provision of basic services in a fair, equitable and sustainable manner	Provide free basic services to all indigent households with available resources	Free Basic Electricity	2,1,1,2	Percentage of qualifying indigent consumers as per Eskom monthly list provided with free basic electricity (first 50 KWH)	Percentage	100% qualifying Eskom Indigent Consumers provided with free basic electricity (first 50 KWH) by 30 June 2022	EQS	As per invoices	As per invoices	All Wards	None	100% of qualifying Eskom indigent consumers provided with free basic electricity by 31 Dec 2021	100% Eskom qualifying indigent consumers were provided with free basic electricity (first 50 KWH) by 31 Dec 2021	Target Achieved	N/A	N/A	Finance	List of Eskom indigent beneficiaries
KPI 17		Free Waste Services		Percentage of consumers with a property value of R110 000 and less provided with free basic waste	Percentage	100% qualifying consumers with a property value of R110 000 and less provided with free basic waste by 30 June 2022	EQS	As per invoices	As per invoices	Ward 3 & 4			100% qualifying consumers with a property value of R110 000 and less provided with free basic waste by 31 Dec 2021	Consumers with a property value of R110 000 and less were provided with free basic waste in Q2	Target Achieved	N/A	N/A	Finance	List of beneficiaries with a property value of R110 000 and less
KPI 18	Improvement of Access to Roads	KwaThimu Pedestrian Bridge	2,1,1,1	Percentage of KwaThimu Pedestrian Bridge completed	Percentage	100% of KwaThimu Pedestrian Bridge completed by 30 June 2022	MIG	R 2 500 000,00	R 610 637,99	Ward 1	None	60% of construction completed by 31 Dec 2021	Progress was on 30% by 31 Dec 2021	Target not Achieved	There were delays in appointment of Service Provider and heavy rains during construction	Construction is ongoing on site and Technical is monitoring the project closely to ensure completion within the financial year	Infrastructure and Planning	Progress report (see attached consolidated progress report for MIG projects), Project photos and invoices	
KPI 19		KwaNgwanya Access Road		Percentage of KwaNgwanya Access Road completed	Percentage	100% of KwaNgwanya Access Road completed by 30 June 2022	MIG	R 2 000 000,00	R 1 649 603,16	Ward 2	None	60% of construction completed by 31 Dec 2021	Progress was on 95% by 31 Dec 2021	Target Achieved	N/A	N/A	Infrastructure and Planning	Progress report, Project photos and invoices	
KPI 20		Shayamoya Access Road		Percentage of Shayamoya Access Road completed	Percentage	100% of Shayamoya Access Road completed by 30 June 2022	MIG	R 2 000 000,00	R 980 392,77	Ward 5	None	60% of construction completed by 31 Dec 2021	Progress was on 60% by 31 Dec 2021	Target Achieved	N/A	N/A	Infrastructure and Planning	Progress report, Project photos and invoices	
KPI 21		KwaDanxa Access Road		Percentage of KwaDanxa Access Road completed	Percentage	100% of KwaDanxa Access Road completed by 30 June 2022	MIG	R 2 000 000,00	R 178 517,47	Ward 7	None	60% of construction completed by 31 Dec 2021	Progress was on 10% by 31 Dec 2021	Target not Achieved	Delays in appointment of Service Provider	Service Provider was then appointed towards end of Q2 and construction has recently commenced	Infrastructure and Planning	Progress report and Invoices for Professional fees	
KPI 22		KwaPhoqa Causeway		Percentage of KwaPhoqa Causeway completed	Percentage	100% of KwaPhoqa Causeway completed by 30 June 2022	MIG	R 2 500 000,00	R 1 802 016,53	Ward 4	None	60% of construction completed by 31 Dec 2021	Progress was on 60% by 31 Dec 2021	Target Achieved	N/A	N/A	Infrastructure and Planning	Progress report, Project photos and invoices	
KPI 23		Mphelandaba Pedestrian Bridge		Percentage of Mphelandaba Pedestrian Bridge completed	Percentage	100% of Mphelandaba Pedestrian Bridge completed by 30 June 2022	MIG	R 3 500 000,00	R 2 625 033,17	Ward 6	None	60% of construction completed by 31 Dec 2021	Progress was on 80% by 31 Dec 2021	Target Achieved	N/A	N/A	Infrastructure and Planning	Progress report, Project photos and invoices	

KPI 24		Esikhaleni Multi Purpose & SMME Centre	2,1,1,6	Percentage of Esikhaleni Multi Purpose & SMME Centre completed	Percentage	100% of Esikhaleni Multi Purpose & SMME Centre completed by 30 June 2022	MIG	R 2 000 000,00	R 1 401 643,75	Ward 3	None	60% of construction completed by 31 Dec 2021	Progress was on 50% by 31 Dec 2021	Target not Achieved	There were delays in appointment of Service Provider and heavy rains during construction	Construction is ongoing on site and Technical is monitoring the project closely to ensure completion within the financial year	Infrastructure and Planning	Progress report, Project photos and invoices
KPI 25		Nhlakanipho Sportfield and outdoor gym	2,1,1,7	Percentage of Nhlakanipho Sportfield and outdoor gym completed	Percentage	100% of Nhlakanipho Sportfield and outdoor gym completed by 30 June 2022	MIG	R 1 608 650,00	R 533 373,83	Ward 8	None	60% of construction completed by 31 Dec 2021	Progress was on 40% by 31 Dec 2021	Target not Achieved	There were delays in appointment of Service Provider and heavy rains during construction	Construction is ongoing on site and Technical is monitoring the project closely to ensure completion within the financial year	Infrastructure and Planning	Progress report, Project photos and invoices
KPI 26	Improvement of access to Electricity	KwaSonkela Electrification Phase 2 Project	2,1,1,3	Percentage of kwaSonkela Electrification Phase 2 project completed	Percentage	100% of kwaSonkela Electrification Phase 2 project completed by 30 June 2022	INEP	R 5 500 000,00	R 1 697 676,64	Ward 1	None	60% of Project Execution/ Upgrade completed by 31 Dec 2021	Progress was on 56% by 31 Dec 2021	Target not Achieved	Project was delayed by certain land Owners refused access despite signing way leaves	Municipality has engaged with Farmer to resolve the matter and project is ongoing	Infrastructure and Planning	Progress report, Project photos and invoices
KPI 27		Substation Infrastructure upgrade Phase 2		Percentage of Substation Infrastructure upgrade Phase 2 / (Switching station and MV upgrade) completed	Percentage	100% of Substation Infrastructure upgrade Phase 2 / (Switching station and MV upgrade) completed by 30 June 2022	INEP	R 11 000 000,00	R 2 995 901,90	Ward 3	None	60% of Project Execution/ Upgrade completed by 31 Dec 2021	Progress was on 44% by 31 Dec 2021	Target not Achieved	The manufacturing of switching station equipment has long lead time	Other material have been delivered on site and project construction is ongoing	Infrastructure and Planning	Progress report, Project photos and invoices
KPI 28		Esikhaleni Electrification Project		Percentage of Esikhaleni Electrification project completed	Percentage	100% of Esikhaleni Electrification project completed by 30 June 2022	INEP	R 5 000 000,00	R 2 005 295,25	Ward 1	None	60% of Project Execution/ Upgrade completed by 31 Dec 2021	Progress was on 44% by 31 Dec 2021	Target not Achieved	Due to hard terrain it has taken long lo excavate some areas of land	Drilling tools were organised for excavation	Infrastructure & Planning	Progress report, Project photos and invoices
KPI 29		Zungwini Electrification Phase 2		Percentage of Zungwini Electrification Phase 2 project completed	Percentage	100% of Zungwini Electrification Phase 2 project completed by 30 June 2022	INEP	R 5 000 000,00	R 1 232 882,89	Ward 7	None	60% of Project Execution/ Upgrade completed by 31 Dec 2021	Progress was on 50% by 31 Dec 2021	Target not Achieved	Delays were due to shottage of electrical poles from Supplier	Poles were then delivered in Jan and construction is ongoing on site	Infrastructure & Planning	Progress report, Project photos and invoices
KPI 30		Replacement of Tampered Electricity Meters		Number of tampered meters replaced	Number	700 of Tampered Meters Replaced by 30 June 2022	EQS	R 1 500 000,00	R 0,00	Ward 3		200 of tampered meters replaced by 31 Dec 2021	73 meters were replaced in Q2	Target not Achieved	There were many elctrical breakdowns which hampered the team's ability to complete the required target	Despite the challenges, the Electrical team continues with the installation / replacements of meters	Infrastructure & Planning	Replacement Forms
KPI 31	Building Maintenance	Refurbishment of Council Chamber	2,1,1,8	Percentage of refurbishment on Council Chamber completed	Percentage	100% of Refurbishment on Council Chamber completed by 30 June 2022	OWN FUNDING	R 500 000,00	R 496 975,30	Institutional	None	50% of refurbishment completed by 31 Dec 2021	Project was on practical completion by 31 Dec 2021	Target Achieved	N/A	N/A	Infrastructure and Planning	Project photos and Practical completion Certificate
KPI 32	Road Maintenance	340 km Road Infrastructure Maintenance	2,1,1	Kilometers of Road Infrastructure maintained	Kilometers	340 kilometers of Road Infrastructure maintained by 30 June 2022	EQS	R 1 750 000,00	R 2 193 820,50	Ward 1-8	None	85km of road maintained by 31 Dec 2021	About 50 km of roads were maintained by 30 Dec 2021	Target not Achieved	The Municipality has no sufficient Plant to repair roads	SCM processes are ongoing for repairing of the Municipal TLB and a Grader	Infrastructure and Planning	Project photos, Invoices and progress report
KPI 33		40km Stormwater Drainage Maintenance		Kilometers 40km Stormwater maintained	Kilometers	40 kilometers of Stormwater Drainage maintained by 30 June 2022	EQS	R 150 000,00	R 0,00	Ward 1-8	None	10 km of stormwater drainage maintained by 31 Dec 2021	Less than 10km of stormwater drainage were maintained by 30 Sep 2021	Target not Achieved	The Municipality lacks funding to procure sufficient material for maintenance of stormwater drainage	Technical Department will prioritise minor emergency maintenance work with the limited budget available	Infrastructure and Planning	Project photos and progress report
KPI 34		80 Square meters Repairing of Potholes		Square meters of potholes repaired	Square Meters	80 Square meters of Potholes repaired by 30 June 2022	EQS	R 100 000,00	R 0,00	Wards 3 & 4	None	20 square meters of potholes repaired by 31 Dec 2021	About 45 square meter of potholes were repaired by 31 Dec 2021	Target Achieved	N/A	N/A	Infrastructure and Planning	Progress report and Project photos
KPI 35	Improvement of access to sustainable human settlement	Facilitate Housing Forums	2,1,1,5	Number of Housing Forum meetings facilitated	Number	4 quarterly Housing Forums facilitated by 30 June 2022	None	R 0,00	R 0,00	Institutional	None	1 Housing Forums by 31 Dec 2021	Housing forum was not conducted by Quarter 1	Target not Achieved	Forum did not sit in Quarter 2	Forum did not sit in Quarter however progress report was submitted (as attached)	Infrastructure and Planning	Progress report for Housing project
KPI 36		Relocation of Thubelisha Informal Settlement		To relocate the informal settlements in Thubelisha	Date	Relocated Thubelisha Informal Settlement by 30 June 2022	Dept of HS	R900 000.00	R 0,00	Ward 1 and Ward 3	None	Submission of draft SPLUMA application	SPLUMA Application was submitted to relevant Departments	Target not Achieved	There are challenges regarding the signing of SPLUMA Application	Engagements with relevant Departments are ongoing for the project to proceed	Infrastructure and Planning	Progress report for Housing project

KPA 3: LOCAL ECONOMIC DEVELOPMENT

KPI 37	To create conducive environment for sustainable economic growth and development	Job creation and promotion of employment opportunities	Implement EPWP Programme	3,1,1,1	Number of Work Opportunities created through EPWP and Capital Projects	Number	154 Work Opportunities created through EPWP and Capital Projects by 30 June 2022	EPWP and Capital Grants Funding	R 1 231 000,00	R 871 540,00	Institutional	None	Quarterly Report on Work Opportunities created	165 EPWP work opportunities were created through EPWP grant and Capital projects by 31 Dec 2021	Target Achieved	N/A	N/A	Infrastructure Planning	EPWP Quarter 2 performance report
KPI 38		LED Projects	Implement LED projects		Date the LED projects in all Wards be implemented	Date	LED projects in all Wards be implemented by 30 June 2022	EQS	R 2 000 000,00	R 0,00	Ward 1 - 8	None	Project Inception & Report	Tender was advertised and appointment was done	Target not Achieved	Advertisement and appointment of LED Panel was finalised, but execution was delayed by elections	Implementation of LED projects will be done in Quarter 3	Infrastructure Planning	None
KPI 39		Develop LED Strategy implementation plan	Develop LED Strategy implementation plan by 30 June 2022		Date the LED Strategy implementation plan be developed	Date	LED Strategy implementation plan be developed by 30 June 2022	EQS	R 100 000,00	R 0,00	Institutional	None	Project inception report	Not planned for Quarter 2		N/A	N/A	Infrastructure Planning	None
KPI 40		Formalizing the Informal Economy through Informal Traders	Formalise the Informal Traders		Number of the meetings with the Informal Traders Committee to be conducted	Number	2 meetings be conducted with Informal Traders Committee by 30 June 2022	EQS	R 0,00	R 0,00	Institutional	None	N/A	1 Meeting held with Informal Traders on 30 Nov 2021	Target Achieved	N/A	N/A	Infrastructure Planning	Attendance Register and Minutes of the meetings
KPI 41		Develop Tourism Strategy	Develop Tourism Strategy by 30 June 2022		Date the Tourism Strategy be developed	Date	Tourism Strategy be developed by 30 June 2022	EQS	R 100 000,00	R 0,00	Institutional	None	Project inception report	Not planned for Quarter 2		N/A	N/A	Infrastructure Planning	None

KPA 4: GOOD GOVERNANCE, COMMUNITY PARTICIPATION & WARD COMMITTEE SYSTEM

KPI 42	To promote effective Community Participation		Facilitate IDP Consultative Meeting	4,1,2,1	Number of IDP road-shows to be facilitated	Number	16 IDP Road-shows be facilitated by 30 June 2022	OWN FUNDING	R 0,00	R 0,00	Institutional	None	8 IDP Road-Shows	Collective (with all 10 wards) IDP roadshows was conducted on 15 Dec 2021	Target Achieved	N/A	N/A	Infrastructure Planning	Attendance registers for ADP roadshows	
KPI 43			Facilitate IDP Representative Forums		Number of IDP Representative Forums to be facilitated	Number	2 IDP Representative Forums be facilitated by 30 June 2022	OWN FUNDING	R 100 000,00	R 0,00	Institutional	None	1 IDP Rep Forum	Collective (with all 10 wards) IDP roadshows and Rep Forum were conducted on 15 Dec 2021	Target Achieved	N/A	N/A	Infrastructure Planning	None	
KPI 44			Develop summarized IDP Booklets (English and IsiZulu)		Date the summarized IDP Booklets (English and IsiZulu) be developed	Date	Summarized IDP Booklets (English and IsiZulu) be developed by 30 June 2022	EQS	R 100 000,00	R 0,00	Institutional	None	Project Execution	Not planned for Quarter 2		N/A	N/A	Infrastructure Planning	None	
KPI 45			Conduct induction for new appointed Ward Committee Members		Date the new appointed Ward Committee Members be conducted	Date	Appointed Ward Committee members be inducted by 30 June 2022	OWN FUNDING	R 250 000,00	R 0,00	All Wards	None	N/A	Not planned for Quarter 2		N/A	N/A	Corporate and Community Services	None	
KPI 46		Implementation of Operation Sukuma Sakhe	Ensure functionality of war rooms	4,1,2,3	Number of War room meetings to be conducted	Number	4 quarterly War room meetings be conducted by 30 June 2022	None	R 0,00	R 0,00	Institutional	None	1 war room meeting by 31 Dec 2021	War rooms were not held in Quarter 2	Target not Achieved	War rooms were not held due to Local Government election preparations by Political representatives	A new schedule and dates for sitting of war rooms has been developed and will be implemented	Corporate and Community Services	None	
KPI 47		Youth / Sports Development	Participate in Mayoral Games	3,1,2,3	Date to participate in Mayoral games	Date	Participated in Mayoral games by 31 December 2021	EQS	R 645 420,00	R 0,00	Institutional	None	Report for participation in Mayoral games	Not planned for Quarter 1	Target not Achieved	Games could not be conducted due to Covid-19 regulations	N/A	N/A	Corporate and Community Services	None
KPI 48			Conduct Special Programmes	3,1,2,4	Date the Community Special Programme (Amahhashi) will be conducted	Date	Amahhashi Special Programmes be conducted by 31 December 2021	OWN FUNDING	R 832 800,00	R 0,00	Institutional	None	Amahhashi special programme conducted by 31 December 2021	Horse riding event was held on the 8th October 2021	Target Achieved	N/A	N/A	Corporate and Community Services	Horse riding report	
KPI 49			Conduct Art & Culture Programmes		Date the Community Art & Culture Programme (Ingoma) will be conducted	Date	Ingoma Art & Culture Programmes be conducted by 31 December 2021	OWN FUNDING	R 312 300,00	R 0,00	Institutional	None	Ingoma Art & Culture programme conducted by 31 December 2021	Art & Culture programme (Cothoza) was held in December 2021	Target Achieved	N/A	N/A	Corporate and Community Services	Cothoza event report	
KPI 50			Participate in HIV/AIDS Programmes		Date to participate in HIV/AIDS Programmes	Date	Participated in HIV/AIDS Programmes by 31 March 2022	EQS	R 56 180,00	R 0,00	Institutional	None	N/A	Not planned for Quarter 2		N/A	N/A	Corporate and Community Services	None	

KPI 51	Facilitating the functioning of Council and Council Committees	Facilitate sitting of Council meetings	4,1,1,6	Number of Council meetings to be convened	Number	04 quarterly Council meetings be convened by 30 June 2022	None	R 0,00	R 0,00	Institutional	None	1 Council Meeting by 31 Dec 2021	Five Council meetings held in Q2	Target Achieved	N/A	N/A	Corporate and Community Services	Notice, agenda and attendance register	
KPI 52		Facilitate sitting of Executive Committee meetings		Number of Executive Committee meetings to be convened	Number	04 quarterly Executive Committees meetings be convened by 30 June 2022	None	R 0,00	R 0,00	Institutional	None	1 Executive Committee Meeting by 31 Dec 2021	EXCO meetings was held in October 2021	Target Achieved	N/A	N/A	Corporate and Community Services	Notice, agenda and attendance register	
KPI 53		Facilitate sitting of Finance Portfolio committee meetings		Number of Finance Portfolio committee meetings to be convened	Number	4 Finance portfolio committee meetings be convened by 30 June 2022	None	R 0,00	R 0,00	Institutional	None	1 Finance Portfolio Meeting by 31 Dec 2021	Finance Portfolio meeting was not conducted in Quarter 2	Target not Achieved	Meetings were not held accordingly due to election preparations by Political Leadership	Meetings will be conducted once new Committees are established	Corporate and Community Services	None	
KPI 54		Facilitate sitting of Infrastructure and Planning Portfolio Committee meetings		Number of Infrastructure and Planning Portfolio Committee to be convened	Number	4 Infrastructure and Planning Portfolio Committee meetings be convened by 30 June 2022	None	R 0,00	R 0,00	Institutional	None	1 Infrastructure and Planning Portfolio Meeting by 31 Dec 2021	Infrastructure and Planning meeting was not conducted in Quarter 2	Target not Achieved	Meetings were not held accordingly due to election preparations by Political Leadership	Meetings will be conducted once new Committees are established	Corporate and Community Services	None	
KPI 55		Facilitate sittings of Community and Corporate Services Portfolio Committee meeting		Number of Community and Corporate Services Portfolio Committee meetings to be convened	Number	4 Community and Corporate Services Portfolio Committee meetings be convened by 30 June 2022	None	R 0,00	R 0,00	Institutional	None	1 Community & Corporate Services Portfolio Meetings 31 Dec 2021	Community and Corporate Services Portfolio was not conducted in Quarter 2	Target not Achieved	Meetings were not held accordingly due to election preparations by Political Leadership	Meetings will be conducted once new Committees are established	Corporate and Community Services	None	
KPI 56		Facilitate sittings of Municipal Public Accounts Committee (MPAC) meeting		Number of Municipal Public Accounts Committee (MPAC) to be convened	Number	04 Municipal Public Accounts Committee (MPAC) meetings be convened by 30 June 2022	None	R 0,00	R 0,00	Institutional	None	1 MPAC Meeting by 31 Dec 2021	MPAC meeting was not conducted in Quarter 2	Target not Achieved	Meetings were not held accordingly due to election preparations by Political Leadership	Meetings will be conducted once new Committees are established	Corporate and Community Services	None	
KPI 57		Facilitate sittings of Audit Committee		Number of Audit Committee Meetings to be convened	Number	04 Audit Committee Meetings be convened by 30 June 2022	EQS	R 300 000,00			Institutional	None	1 Audit Committee Meetings by 31 Dec 2021	Audit Committee did not meet in Quarter 2	Target not Achieved	Meeting was planned for 15th December and had to be postponed due to election and Council induction roadshows	AC meeting was then held in January to cover Quarter 1 reports	Corporate and Community Services	None
KPI 58	To improve municipal financial viability and sound financial management	To improve municipal audit opinion,council oversight and accountability	Approve Risk-based Internal audit plan	4,1,1,1	Date the 2021/2022 Risk-based internal audit plan compiled and approved	Date	2021/2022 Risk-based internal audit plan compiled and approved by 30 September 2021	None	R 0,00	R 0,00	Institutional	None	N/A	Risk based Internal Audit plan was approved on the 05th of October 2021	Target Achieved	N/A	N/A	Executive	Risk Based Internal Audit Plan
KPI 59		Functionality of Audit Committee		Number Audit Committee reports submitted to Council	Number	4 quarterly Audit Committee reports submitted to Council by 30 June 2022	None	R 0,00	R 0,00	Institutional	None	1 Audit Committee Report	Audit Committee report was tabled to Council in October 2021	Target Achieved	N/A	N/A	Executive	Council Resolution	
KPI 60		Functionalise Risk Management Committee		Number of Risk Steering Committee Meetings convened	Number	4 quarterly Risk Steering Committee Meetings convened by 30 June 2022	None	R 0,00	R 0,00	Institutional	None	1 Risk Steering Committee Meeting by 31 Dec 2021	Risk Committee was not conducted in Quarter 1	Target not Achieved	Meeting was convened but could quorate due to elections and Council induction road shows	Risk Unit will convene meeting to look at previous quarter's risk issues	Executive	None	
KPA 5: MUNICIPAL FINANCIAL VIABILITY & MANAGEMENT																			
KPI 61	To improve municipal financial viability and sound financial management	Payment to creditors to be made within 30 days in terms of section 65 of MFMA	Ensure payment of creditors within 30 days	4,1,1,5	Percentage of monthly Creditors paid within 30 days	Percentage	100% of Creditors paid within 30 days on monthly basis till 30 June 2022	EQS	As per invoices	As per invoices	Institutional	None	100% paid Creditors / Creditors Age Analysis (October - December 2021)	Few Creditors are still not paid within 30 days, those accumulated from previous years i.e. SALGA, Isibaya Asphaltng	Target not Achieved	Financial constraints	N/A	Finance	Creditors Age Analysis

KPI 62	Ensuring financial reporting and compliance	Submit in-year Financial Reports in line with legislation	5,1,1,1	Number of Section 71 compiled and submitted to Treasury within 10 working days by	Number	12 monthly Section 71 reports compiled and submitted to Treasury by 30 June 2022	None	R 0,00	R 0,00	Institutional	None	Confirmation of submission by Treasury (Oct - Dec 2021)	Quarter 2 Section 71 reports were submitted within the stipulated timeframe	Target Achieved	N/A	N/A	Finance	Oct - December 2021 confirmation of submission reports
KPI 63	Revenue Management	Maintenance of Property Valuation Roll	5,1,1,3	Date the supplementary valuation roll be finalised	Date	Supplementary roll be finalised by 30 June 2022	Property Rates	R 832 800,00	R 0,00	All wards	None	Limelight Stone Report	Supplementary Valuation was finalised in 2020/2021 financial year	Target Achieved	N/A	N/A	Finance	Summary of Supplementary Valuation Roll
KPI 64	Capital Expenditure Management	Formulate a plan for Capital Budget expenditure	5,1,1,4	Percentage of expenditure on Capital Budget	Percentage	100% expenditure spent on Capital Budget by 30 June 2022	Grants	R 0,00	R 54 664 285,87	Institutional	None	60% Expenditure (Grant register report for all implemented) Capital projects (Oct - Dec 2021)	Expenditure on all Capital grants were above 60% by end Quarter 2	Target Achieved	N/A	N/A	Finance	Grant Register as at Dec 2021
KPI 65	Expenditure Management	Submission of UIFW expenditure reports to MPAC		Number of UIFW expenditure reports submitted to MPAC	Number	04 quarterly UIFW expenditure reports submitted to MPAC by 30 June 2022	None	R 0,00	R 0,00	Institutional	None	1 UIFW expenditure report submitted to MPAC	Attached UITW register was submitted to MPAC	Target Achieved	N/A	N/A	Finance	Q2 UIFW expenditure report submitted to MPAC
KPI 66	Budget & Treasury Policies and Procedures	Review and approve all budget related policies	5,1,1,1	Date the budget related policies reviewed and adopted	Date	Budget related policies be reviewed and adopted by 30 June 2022	None	R 0,00		Institutional	None	N/A	Budget related policies were reviewed and adopted by Council on the 11 June 2021	Target Achieved	N/A	N/A	Finance	Council Resolution
KPI 67	Assets Management	Perform 4 asset count per year to update the Asset Register	5,1,1,8	Number of Asset verifications on movable assets performed	Number	04 quarterly Assets verifications on movable assets performed by 30 June 2022	None	R 800 000,00		Institutional	None	Quarterly Assets Reconciliation with count sheets	Assets verifications and reconciliations were not performed in Quarter 2	Target not Achieved	Verifications were not performed due to capacity constraints	Service provider was appointed to perform verifications and skills transfer	Finance	None
KPA 6 : CROSS CUTTING INTERVENTIONS (SPATIAL DEVELOPMENT, ENVIRONMENT PLANNING & DISASTER MANAGEMENT)																		
KPI 68	To ensure efficient and sound Strategic and Spatial municipal planning	Facilitate the formulation of the Credible IDP	6,1,1,1	Date the IDP process plan be adopted	Date	IDP process plan be adopted by 30 September 2021	None	R 0,00	R 0,00	Institutional	None	N/A	Final IDP was approved on the 30th September 2021	Target Achieved	N/A	N/A	Infrastructure Planning	Council Resolution
KPI 69		Formulate and adopt a credible IDP		Date the IDP be adopted	Date	Adopted IDP by 30 June 2022	None	R 0,00	R 0,00	Institutional	None	N/A	Not planned for Quarter 2		N/A	N/A	Infrastructure Planning	None

