JOE MOROLONG
LOCAL MUNICIPALITY

"NC 451"

In-Year Report of the Municipality

Prepared in terms of Local Government: Municipal Finance Management

Municipal Budget and Reporting Regulations

Mid-Year Budget & Performance Assessment for the period

01 July 2019 to 31 December 2019

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PART 1: In Year Report

1. Glossary

Adjustments Budget – Prescribed in section 28 of the MFMA. The formal means by which a municipality may revise its annual budget during the year.

Allocations – Money received from Provincial or National Government or other municipalities

AFS- Annual Financial Statements

Budget – The financial plan of the Municipality

Budget Related Policy – Policy of a municipality affecting or affected by the budget, examples include tariff policy, rates policy and credit control and debt collection policy

Capital Expenditure - Spending on assets such as land, buildings and machinery. Any capital expenditure must be reflected as an asset on the Municipality's Statement of Financial Performance

Cash Flow Statement – A statement showing when actual cash will be received and spent by the Municipality. Cash payments do not always coincide with budgeted expenditure timings. For example, when an invoice is received by the Municipality it is shown as expenditure in the month it is received, even though it may not be paid in the same period

CFO - Chief Financial Officer

DORA – Division of Revenue Act. Annual legislation that shows the total allocations made by national to provincial and local government

Equitable Share – A general grant paid to municipalities. It is predominantly targeted to help with free basic services

Fruitless and wasteful expenditure – Expenditure that was made in vain and would have been avoided had reasonable care been exercised

GFS – Government Finance Statistics. An internationally recognised classification system that facilitates like for like comparison between municipalities

GRAP – Generally Recognised Accounting Practice. The new standard for municipal accounting and basis upon which AFS are prepared.

IDP – Integrated Development Plan. The main strategic planning document of the Municipality

KPI's – Key Performance Indicators. Measures of service output and/or outcome

MFMA – The Municipal Finance Management Act – No. 53 of 2003. The principle piece of legislation relating to municipal financial management.

MTREF – Medium Term Revenue and Expenditure Framework. A medium term financial plan, usually 3 years, based on a fixed first year and indicative further two years budget allocations. Also includes details of the previous three years and current years' financial position

NT – National Treasury

Operating Expenditure – Spending on the day to day expenses of the Municipality such as salaries and wages

Rates – Local Government tax based on the assessed value of a property. To determine the rates payable, the assessed rateable value is multiplied by the rate in the rand

R&M – Repairs and maintenance on property, plant and equipment

SCM – Supply Chain Management

SDBIP – Service Delivery and Budget Implementation Plan. A detailed plan comprising quarterly performance targets and monthly budget estimates.

Unauthorised expenditure – Generally, spending without, or in excess of, an approved budget

Vote means one of the main segment into which a budget of a municipality is divided for the appropriation of money for the different departments or functional areas of the municipality; and which specifies the total amount that is appropriated for the purpose of the department or functional area concerned.

Zero Based Budgeting means as opposed to incremental budgeting, zero-based budgeting means that each year's budget is drawn up independently from that if the previous year. This means that items are not included simply because they were in the previous budget. Each item has to be justified and motivated for and the purpose of each item is considered. All items in the capital are treated on a "zero-basis"

2. MAYOR'S REPORT

Purpose

To report Council of progress that the municipality's budget is being implemented in accordance with Services Delivery and Budget Implementation Plan and the performance outcomes in respect of the first six months of the 2019/20 financial year, and to recommend an adjustments budget.

Background

The Municipal Finance Management Act requires that the Mayor of a municipality must within 30 days after the end of each quarter, submit a report to Council on the implementation of the budget and the financial state of the municipality.

Whilst section 72 of the Municipal Finance Management Act requires that the Accounting of a municipality must by 25 January each year, assess the performance of the municipality during the first half of the financial year and submit a report on such an assessment to the Mayor, National Treasury and Provincial Treasury.

The mid-term report and supporting tables of the municipality is prepared in accordance with the Municipal Budget and Reporting Regulations as per annexures to this report.

ANNUAL REPORT -

The Draft Annual Report of the 2018/19 financial year is covered in separate report to Council and will be tabled before 31 January 2020. The Draft Annual Report includes the audited financial statements for 2018/19, the report of the Auditor-General, information on the financial health of the Municipality and information on the financial performance of the Municipality. Any problems and/or corrective actions identified in the oversight report by Council will be monitored and actioned for correction in the current financial year.

3. Allocation and Grant Receipts and Expenditure

a) **Municipal Infrastructure Grant (MIG)**

The total MIG funding on the gazette for 2019/20 financial year period is R57 023 750.00. As at 31 December 2018, an amount of R33 333 600.14 (58%) had been transferred to the municipality and R 42 710 000.00 (78%) of the grant had been reported spent.

Various projects were embarked on using the MIG funds such as the Water projects, Dry sanitation projects and internal roads projects.

It will then be necessary to review the MIG projects' implementation plan when considering the mid-year report, this will assist in ensuring that the municipality does not forfeit its MIG due to underspending.

b) Water Services infrastructure Grant (WSIG)

The total WSIG funding gazetted for 2019/20 financial year period is R50 000 000.00. As at 31 December 2018, an amount of R35 000 000.00 (70%) had been transferred to the municipality and R15 734 782.18 (44%) of the grant had been reported spent.

The municipality uses the WSIG to fund the Water Project in various villages.

c) Expanded Public Works Programme (EPWP) Incentive Grant

During the 2019/20 financial year an amount of R1 319 000.00 was on the gazette. Only R1342 000.00 (26%) was spent on the EPWP.

The slow expenditure was due to procurement of material by service provider.

As soon the service provider deliver the project will resume and the end March the project will be completed

The municipality is currently reporting on one job creation projects under this grant which is fencing of cemeteries in various villages.

d) Financial Management Grant (FMG)

During the 2019/20 financial year an amount of R2 680 000.00. Only R473 023.00 (18%) was spent on the FMG. We did not encounter any challenge regarding the expenditure for FMG.

The municipality will be able to spend the FMG during this financial year.

- we are intending on procuring the software for internal audit,
- Appointment of new interns as the previous group they contract ended 31 December 2018 and.
- Capacity the finance official and newly appointed interns this include Minimum competency level.
- Assist in terms of Mscoa, FCMM and assets.

To promote and support reforms in financial management by building capacity in municipalities to implement the Municipal Finance Management Act (MFMA)

e) Library Grant

During the 2019/20 financial year an amount of 1 290 000 was on the gazette. Only R455 181.00 (35%) was spent on the library Grant.

PART 2: Supporting Documentation

HIGH LEVEL ASSESSMENT OF MFMA S71 FINANCIAL REPORTS FOR THE PAST 6 MONTHS

Against annual budget (original approved)

Overall Performance Information

SUMMARY OF FINANCIAL INFORMATION

DESCRIPTION	ORIGINAL BUDGET R'(000)	YTD BUDGET R'(000)	YTD ACTUALS R'(000)	YTD ACTUALS VS YTD BUDGET %	ACTUALS VS ORIGINAL BUDGET %
TOTAL REVENUE	330,473	165,236	214,629	129%	64.95%
TOTAL OPERATING EXPENDITURE	209,916	104,957	93,270	88.86%	44.43%
TOTAL CAPITAL EXPENDITURE	120,351	60,175	52,573	87.37%	43.68%
SURPLUS/(DEFICIT)	13,533	6,767	44,342		

➢ Revenue

The municipality's approved total budget for the current financial year amounts to R 330, 473,000.00 which comprises of

a) R 223,449,000.00 Operating Budget
b) R 107,024,000.00 for the Capital Budget.

The figures represented in this section are the accrued amounts and not actual cash receipts; in other words the amounts billed for property rates; service charges and interest as it become due.

The revenue performance in terms of year-to-date actuals is 62%. The revenue that is not performing well is property rates, water and agency services which is below 99%.
The reduction in property rate income and electricity, sanitation service charges revenue will be effected in the Adjustments Budget to be tabled by the end of February 2020.

In this financial year we did not receive grants that was not budgeted for. Municipality did receive all the grants as per payment schedule.

Municipality applied for roll-over of R 6.3 million for Municipal Infrastructure Grant (MIG) and the application was rejected. The Municipality must pay to National Treasury.

PROJECT	ALLOCATION	PROFESSIONAL FEES	EXPENDITURE	BALANCE
GAMAKGATLE ROAD(MIG)	R 6 480 183.89		R 2 644 152.26	R3 836 031.63
MAHUKUBUNG(MIG)	R 6 915 580.22	R 1 530 654.89	R 7 442 863.62	R2 472 045.36
				R6 308 076.99

➢ Operating Expenditure

Current expenditure is almost at 44% of the year-to-date budget, which means the municipality is below the year-to-date budget. This expenditure item will be continuously monitored in order to maintain the pattern of spending. The outcomes of budget performance for the period are well within the targets. It is clear from the outcomes that adjustment to accommodate other matters will be necessary.

Northern Cape: Joe Morolong(NC451) - Table C1 Monthly Budget Summary for period ending (M06) 31 December 2019

Description	2018/19	Budget year 2019/20														
R thousands	Audited Outcome	Original Budget	Adjusted Budget	M01 July Actual	M02 Aug Actual	M03 Sept Actual	Q1 Sept Actual	M04 Oct Actual	M05 Nov Actual	M06 Dec Actual	Q2 Dec Actual	YTD Actual	YTD Budget	YTD Variance	YTD variance %	Full Year Forecast
Financial Performance																
Property rates	669	37 308	37 308	-	-	-	-	127	-	-	127	127	18 654	(18 527)	(99,32)	37 308
Service charges	3 602	21 508	21 508	-	-	-	-	7 666	4 114	1 618	13 398	13 398	10 754	2 644	24,59	21 508
Investment revenue	16	500	500	-	-	-	-	270	49	22	341	341	250	91	36,47	500
Transfers and subsidies	334	151 082	151 082	-	-	-	-	63 385	-	42 647	106 032	106 032	75 541	30 491	40,36	151 082
Other own revenue	2 960	13 050	13 050	-	-	-	-	9 879	6 595	1 240	17 714	17 714	6 525	11 189	171,47	13 050
Total Revenue (excluding capital transfers and contributions)	7 581	223 449	223 449	-	-	-	-	81 327	10 758	45 527	137 612	137 612	111 724	25 888	23,17	223 449
Employee costs	-	82 577	82 577	-	-	-	-	20 563	8 519	5 372	34 455	34 455	41 288	(6 834)	(16,55)	82 577
Remuneration of councillors	-	11 881	11 881	-	-	-	-	3 924	1 031	1 105	6 060	6 060	5 941	119	2,00	11 881
Depreciation & asset impairment	-	13 833	13 833	-	-	-	-	-	-	-	-	-	6 917	(6 917)	(100,00)	13 833
Finance charges	19	196	196	-	-	-	-	124	-	4	128	128	98	30	30,72	196
Materials and bulk purchases	224	21 297	21 297	-	-	-	-	4 583	2 010	1 137	7 730	7 730	10 648	(2 919)	(27,41)	21 297
Transfers and subsidies	-	200	200	-	-	-	-	-	-	-	-	-	100	(100)	(100,00)	200
Other expenditure	4 730	79 931	79 931	-	-	-	-	20 348	16 649	7 901	44 898	44 898	39 965	4 933	12,34	79 931
Total Expenditure	4 973	209 916	209 916	-	-	-	-	49 541	28 209	15 520	93 270	93 270	104 957	(11 687)	(11,14)	209 916

➢ Capital Expenditure

Current expenditure is 44% of the year to date, which means the municipality is 51% below the year-to-date budget.

Capital expenditure & funds sources																
Capital expenditure	639	120 351	120 351	-	-	-	-	25 221	9 479	17 873	52 573	52 573	60 175	(7 602)	(12,63)	120 351
Transfers recognised - capital	639	107 024	107 024	-	-	-	-	23 269	9 479	17 749	50 497	50 497	53 512	(3 015)	(5,63)	107 024
Borrowing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Internally generated funds	-	13 327	13 327	-	-	-	-	1 952	-	124	2 076	2 076	6 664	(4 587)	(68,84)	13 327
Total sources of capital funds	639	120 351	120 351	-	-	-	-	25 221	9 479	17 873	52 573	52 573	60 175	(7 602)	(12,63)	120 351

➢ Cash flows

The municipality started the year with a positive cash & cash equivalents had an opening balance of R 1.8 million and the closing balance of R93 million.

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Financial Performance																
Property rates	669	37 308	37 308	-	-	-	-	127	-	-	127	127	18 654	(18 527)	(99,32)	37 308
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Other own revenue	2 960	13 050	13 050	-	-	-	-	9 879	6 595	1 240	17 714	17 714	6 525	11 189	171,47	13 050
Total Revenue (excluding capital transfers and contributions)	7 581	223 449	223 449	-	-	-	-	81 327	10 758	45 527	137 612	137 612	111 724	25 888	23,17	223 449
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Remuneration of councillors	-	11 881	11 881	-	-	-	-	3 924	1 031	1 105	6 060	6 060	5 941	119	2,00	11 881
Depreciation & asset impairment	-	13 833	13 833	-	-	-	-	-	-	-	-	-	6 917	(6 917)	(100,00)	13 833
Finance charges	19	196	196	-	-	-	-	124	-	4	128	128	98	30	30,72	196
Materials and bulk purchases	224	21 297	21 297	-	-	-	-	4 583	2 010	1 137	7 730	7 730	10 648	(2 919)	(27,41)	21 297
Transfers and subsidies	-	200	200	-	-	-	-	-	-	-	-	-	100	(100)	(100,00)	200
Other expenditure	4 730	79 931	79 931	-	-	-	-	20 348	16 649	7 901	44 898	44 898	39 965	4 933	12,34	79 931
Total Expenditure	4 973	209 916	209 916	-	-	-	-	49 541	28 209	15 520	93 270	93 270	104 957	(11 687)	(11,14)	209 916
Surplus/(Deficit)	2 609	13 533	13 533	-	-	-	-	31 786	(17 451)	30 007	44 342	44 342	6 767	37 575	555,24	13 533
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)	-	107 024	107 024	-	-	-	-	28 007	25 000	24 010	77 017	77 017	53 512	23 505	43,93	107 024
Contributions recognised - capital and contributed assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions	2 609	120 557	120 557	-	-	-	-	59 793	7 549	54 017	121 359	121 359	60 279	61 080	101,33	120 557
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) for the year	2 609	120 557	120 557	-	-	-	-	59 793	7 549	54 017	121 359	121 359	60 279	61 080	101,33	120 557
Capital expenditure & funds sources																
Capital expenditure	639	120 351	120 351	-	-	-	-	25 221	9 479	17 873	52 573	52 573	60 175	(7 602)	(12,63)	120 351
Transfers recognised - capital	639	107 024	107 024	-	-	-	-	23 269	9 479	17 749	50 497	50 497	53 512	(3 015)	(5,63)	107 024
Borrowing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Internally generated funds	-	13 327	13 327	-	-	-	-	1 952	-	124	2 076	2 076	6 664	(4 587)	(68,84)	13 327
Total sources of capital funds	639	120 351	120 351	-	-	-	-	25 221	9 479	17 873	52 573	52 573	60 175	(7 602)	(12,63)	120 351
Financial position																
Total current assets	3 956	35	35	-	-	-	-	46 750	(4 714)	32 072	74 108	74 108	17	74 091	433 430,22	35
Total non current assets	640	120 351	120 351	-	-	-	-	25 221	9 479	17 873	52 573	52 573	60 175	(7 602)	(12,63)	120 351
Total current liabilities	1 987	1	1	-	-	-	-	(16 840)	(2 784)	(4 073)	(23 797)	(23 797)	(1)	(23 796)	2 120 634,58	1
Total non current liabilities	-	0	0	-	-	-	-	-	-	-	-	-	(0)	0	(100,00)	0
Community wealth/Equity	-	317 896	317 896	-	-	-	-	29 119	-	-	29 119	29 119	158 948	(129 829)	(81,68)	317 896
Cash flows																
Net cash from (used) operating	(1 799)	148 795	148 795	-	-	-	-	(49 541)	(28 209)	(15 520)	(93 270)	(93 270)	74 398	(167 668)	(225,37)	148 795
Net cash from (used) investing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Net cash from (used) financing	7	(7)	-	-	-	-	-	-	-	-	-	-	(4)	4	(100,00)	-
Cash/cash equivalents at the year end	(1 791)	148 787	148 795	-	-	-	-	(49 541)	(77 750)	(93 270)	(93 270)	(93 270)	74 395	(167 665)	(225,37)	148 795
Collection Rate	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Property rates	-	100,00	100,00	-	-	-	-	-	-	-	-	-	100,00	-	-	100,00
Service charges	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Service charges - electricity revenue	-	100,00	100,00	-	-	-	-	-	-	-	-	-	100,00	-	-	100,00
Service charges - water revenue	-	100,00	100,00	-	-	-	-	-	-	-	-	-	100,00	-	-	100,00
Service charges - sanitation revenue	-	100,00	100,00	-	-	-	-	-	-	-	-	-	100,00	-	-	100,00
Service charges - refuse revenue	-	100,00	100,00	-	-	-	-	-	-	-	-	-	100,00	-	-	100,00
Interest earned - outstanding debtors	-	3,97	3,97	-	-	-	-	-	-	-	-	-	3,97	-	-	3,97

Part 3: Service Delivery Performance

SDBIP Implementation

The municipality adopted the 2019/20 Service Delivery and Budget Implementation Plan (SDBIP) by the end of the 2018/19 Financial Year. The SDBIP is an Operational Plan of the Integrated Development Plan (IDP) which was tabled in council as council's strategic document. The SDBIP cascades the IDP Priorities, Objectives, and Targets into a one year plan through which council will hold the administration accountable.

The SDBIP therefore serves as a "contract" between the administration, council and community expressing the goals and objectives set by the council as quantifiable outcomes that can be implemented by the administration over the next twelve months. This provides the basis for measuring performance in service delivery against quarterly, mid-term and year end performance targets.

In terms of Section 53 (1) (c) (ii) of the Local Government: Municipal Finance Management Act (MFMA), the SDBIP is defined as a detailed plan approved by the mayor of a municipality for implementing the municipality's delivery of municipal services and its annual budget, and which must indicate the projections for each month of –revenue to be collected, by source and operational and capital expenditure. It must also include service delivery targets and performance indicators for each quarter.

The circular No 13 issued by national Treasury, on Service delivery and Budget Implementation Plan (SDBIP) prescribe;

- The IDP and budget must be aligned
- The budget must address the strategic priorities
- The SDBIP should indicate what the municipality is going to do during next 12 months and
- The SDBIP should form the basis for measuring the performance against goals set during the budget / IDP processes

And also Top Layer SDBIP must consist amongst other of the following main sections:

- Monthly projections of revenue to be collected for each source
- Monthly projections of expenditure (operating and capital) and revenue for each vote
- Quarterly projections of service delivery targets and performance indicators for each vote

NB. Once more we are going to use the approved SDBIP to develop the mid-term report taking into consideration the Section 71 Reports (Budget Statements) and the second quarter report.

The report will be discussed under the following headings:

(a) Financial management review

(b) Mid-Term performance review

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS		PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
									Q1	Q2			
Promote good governance	To obtain qualified report	Expenditure Management	Number of Audit report compiled by December 2019	1 qualified report by June 2020	**Mr T Tlhoaele**	**Mrs B.D Motlhaping**	**N/A**	**N/A**	Submission of Information to assist with timeous compilation of the Annual financial statement and Annual Performance reports by 31 August 2019	Responding to all departmental audit findings by 15 November 2019	**Q1 & Q2** Not Achieved	**Q1** **Reasons for Deviation:** The report was delayed due to the system jamming **Remedial Action:** All reports will be submitted on the third quarter **Q2** **Reason for Deviation** -Supporting documents not in place. Information missing from registry office and other department -Filling system not in place **Remedial Action:** Management will ensure that all audit files are responded to -An Action plan will be in place	N/A
Municipal Transformation and Institutional Development	To review system of delegation	Human Resource Management	Number of system of delegation reviewed by September 2019	1 report on system of delegations reviewed by June 2020	**Mr T Tlhoaele**	**Mr T Tlhoaele**	**N/A**	**N/A**	1 reviewed system of delegation by September 2019		Not Achieved	**Reason for Deviation:** Council referred matter back requesting workshop for Councillors on system of delegations **Remedial Action:** Councillors workshop to be held during Q3	Copy of the reviewed system of delegation

Good governance and community participation	To develop IDP process plan	Integrated Development al Planning (IDP)	Number of IDP process plan developed and activities implemented	1 IDP process plan developed and adopted by Council by 31 August 2019 and implemen tation of the plan	**Mr K.V Phiri**	**Miss D Mecwi**	**N/A**	**N/A**	Process plan adopted in 31 August 2019	Implementa tion of the process plan	Achieved 1 IDP process plan developed and implemente d	**Q1** N/A	**Q1** 1.Copy of IDP Process plan 2.Resolutio n number **Q2** Report of implement ation plan
Good governance and community participation	To convene 2 community consultation meetings on IDP/ Budget	Integrated Development al Planning (IDP)	Number of IDP/ Budget community consultation meetings	2 meetings on IDP/ Budget communit y consultati on in all wards by June 2020	**Mr K.V Phiri**	**Miss D Mecwi**	**N/A**	**N/A**	Prepare community consultation schedule by September 2019	Prepare presentatio n and advertise the schedule for the IDP consultation meetings in the local newspaper by October 2019 1 IDP consultation meetings held by December 2019	**Q1** Achieved 1 schedule for Reviewed IDP community consultation meetings **Q2** Achieved Advert was done and consultation meetings were held	**Q1 & Q2** N/A	**Q1** Copy of the schedule of meetings **Q2** Copy of the advert Attendanc e Registers
Good governance and community	To compile IDP & Budget	Integrated Development al Planning (IDP)/	Number of IDP & Budget compiled	1 IDP & Budget for 2020/21 FY	**Mr K.V Phiri**	**Miss D Mecwi**	**N/A**	**N/A**		Consolidate needs analysis for the Draft	Achieved Needs analysis for the Draft	N/A	- Attendanc e registers

participation		Revenue enhancement		submitted and adopted by Council on May 2020						IDP by December 2019	IDP was consolidated		-Report of community Consultation on Meetings
Municipal Transformation and Institutional Development	To hold management meetings and departmental meetings	Human Resource Management	Number of management meetings held	12 management meetings by June 2020	Mr T Tlhoaele	Mr B.E Khokhong	N/A	N/A	3 management meetings by September 2019	3 management meetings by December 2019	Q1 & Q2 Achieved 6 management meetings held	Q1 & Q2 N/A	3 Minutes and 3 attendance registers
Municipal Transformation and Institutional Development	To hold extended management meetings	Human Resource Management	Number of extended management meetings held	4 extended management meetings by June 2020	Mr T Tlhoaele	Mr B.E Khokhong	N/A	N/A	1 extended management meeting by September 2019	1 extended management meeting by December 2019	Q1 & Q2 Not achieved	Q1 & Q2 **Reason for Deviations:** Busy schedule of Managers. **Remedial Action:** Targets to be performed during Q3	1 Minutes and 1 attendance registers
Municipal Transformation and Institutional Development	To hold departmental meetings	Human Resource Management	Number of departmental meetings held	12 departmental meetings each department by June 2020	Mr T Tlhoaele	Mr T.J Gopetse Mr K.V Phiri Mr M.G Malola Mrs B.D Motlhaping Mrs M.C Melokwe	N/A	N/A	3 departmental meeting each department by September 2019	3 departmental meeting each department by December 2019			
									MM's Office	MM's Office	Q1 Not Achieved 2departmental meetings held Q2 Not	Q1 & Q2 **Reason for Deviation:** Leave taken by majority of staff members for festive season. **Remedial Action:** Meetings to be held during Q3	Q1 & Q2 - Attendance registers -4 Signed copies of departmental

											Achieved 2 departmental meetings held instead of 6.		meetings minutes
									Planning development	Planning development	Q1 & Q2 Achieved 3 departmental meetings held	N/A	Q1 & Q2 - Attendance registers -3 Signed copies of departmental meetings minutes
									Corporate Services	Corporate Services	Q1 & Q2 Not Achieved 2 departmental meetings held **Q2** Not Achieved 1 departmental meeting held	**Q1 & Q2 Reasons for Deviation:** Director attending classes **Remedial Action:** Meetings to be held on next quarter	Q1 & Q2 -2 Attendance registers -Signed copies of departmental meetings minutes
									Technical Services	Technical Services	Q1 & Q2 Not achieved No meeting	Q1 **Reasons for Deviation:** Director appointed as of 01 October 2019	Q1 & Q2 N/A

											held, only staff engagement took place due skeleton staff **Q2** No meeting held, only Units engagement took place due backlog of outstanding issues	**Remedial Action:** Regular meeting will be held going forward as there are manager s in place to account **Q2** **Reason for Deviation:** Director appointed as 01 October 2019, already with huge backlog or critical matter that needed urgent attention. **Remedial Action:** Regular meeting will be held going forward	

									Finance Department	Finance Department	Q1 & Q2 Not achieved No departmental meetings held	Q1 **Reason for Deviation:** Busy with audit **Remedial Actions:** Meetings to be held on next quarter Q2 **Reasons for Deviation:** There was a backlog of financial system and capturing of payments **Remedial Action:** Meetings to be held on third next quarter	Q1 & Q2 N/A
									Community Services	Community Services	Q1 Not Achieved 1 departmental meeting held Q2 Not Achieved 2 departmental meeting held	Q1 & Q2 **Reason for Deviation:** Unavailability of staff members **Remedial Action:** Meetings to be held on next quarter	Q1 -1 Attendance register -1 Signed copy of departmental meetings minutes Q2 -2 Attendance registers

													-2 Signed copies of departmental meetings minutes
Municipal Transformation and Institutional Development	To hold 4 staff meetings	Human Resource Management	Number of staff meetings held	4 staff meeting held by June 2020	**Mr T Tlhoaele**	**Mr TJ Gopetse**	**N/A**	**N/A**	1 staff meeting held by September 2019	1 staff meeting held by November 2019	**Q1** Not Achieved **Q2** Achieved 1 staff meeting was held	**Q1** **Reason for Deviation:** Busy schedule of Managers **Remedial Action:** Target to be performed during Q2 **Q2**	**Q1** N/A **Q2** Attendance registers 2 Signed copies of staff meetings minutes
Good governance and public participation	To develop SDBIP and performance agreements for senior managers	Performance management	Number SDBIP and performance agreements developed and signed	1 SDBIP developed and performance agreements for senior managers signed by September 2019	**Mr K.V Phiri**	**Miss D Mecwi**	**N/A**	**N/A**	SDBIP developed & performance contracts signed by all senior managers and the accounting officer		Achieved Copies of SDBIP developed & performance contracts signed by all senior managers and the accounting officer	N/A	Copies of SDBIP developed & performance contracts signed by all senior managers and the accounting officer
Good governance and public participation	To compile performance reports on top layer SDBIP	Performance management	Number of performance reports on top layer SDBIP submitted	4 performance reports on top layer SDBIP	**Mr K.V Phiri**	**Miss D Mecwi**	**N/A**	**N/A**	1 municipal performance report on Top layer SDBIP for last quarter for	1 municipal performance report on Top layer SDBIP for the 1st	**Q1** Achieved Fourth Quarter Municipal performanc	**Q1 & Q2** N/A	**Q1 & Q2** 2 Copies of municipal performance report

				submitted and adopted by Council on June 2020					the previous financial year 2018/19 submitted and adopted by Council by September 2019	quarter submitted and adopted by Council by December 2019	e report 2018/19 Financial Year **Q2** Achieved First Quarter Municipal performanc e report 2019/20 Financial Year		
Good governance and public participation	To compile Draft Annual Report	Performance management	Number of Draft Annual Reports submitted to council for noting by August 2019	1 Draft Annual Report submitted to council for noting by August 2019 and submitted to COGHSTA, Provincial Legislatur e, Provincial and National Treasury by June 2020	**Mr K.V Phiri**	**Miss D Mecwi**	**N/A**	**N/A**	Draft Annual Report adopted by council for noting and submitted to COGHSTA, Provincial Legislature, Provincial and National Treasury by August 2019		Achieved Draft Annual Report was adopted by council for noting and submitted to COGHSTA, Provincial Legislature, Provincial and National Treasury	N/A	Copy of Draft Annual Report Council resolution number Acknowled gement letters from COGHSTA, provincial legislature, provincial and national treasury

Good governance and public participation	To compile Annual Performance Report	Performance management	Number of Annual Performance Report submitted to council for approval by August 2019	1 Annual Performance Report adopted by council and submitted to COGHSTA, Provincial Legislature, Provincial and National Treasury by June 2020	**Mr K.V Phiri**	**Miss D Mecwi**	**N/A**	**N/A**	Annual Performance Report adopted by council and submitted to COGHSTA, Provincial Legislature, Provincial and National Treasury by August 2019		Achieved Annual Performance Report was adopted by council and submitted to COGHSTA, Provincial Legislature, Provincial and National Treasury	N/A	Copy of Draft Annual Performance Report Council resolution number Acknowledgement letters from COGHSTA, provincial legislature, provincial and national treasury
Good governance and public participation	To develop Internal publications	Communications	Number of internal publications developed	2 internal publications developed by June 2020	**Mr T Tlhoaele**	**Mr B.E Khokhong**	**R350 000.00**	**R0**	1st internal publication by September 2019		Not Achieved	**Q1 & Q2** **Reason for Deviations:** Communication officer post vacant **Remedial Actions:** Target to be performed during Q3	Copy of internal publication
Good governance and public participation	To compile external newsletters/ brochures developed	Communications	Number of external newsletters/brochures developed	2 external publications developed by June 2020	**Mr T Tlhoaele**	**Mr B.E Khokhong**	**R350 000.00**	**R0**		1st Publication by December 2019	Not Achieved	**Reason for Deviation:** Communication officer post vacant **Remedial Action:** Target to be performed during Q3	Copy of external publication

Good governance and public participation	To report on publicized municipal activities/events on social media and municipal website	Communications	Number of publicized municipal activities/events on social media and municipal website by June 2020	Publicized municipal activities/ events on social media and municipal website by June 2020	**Mr T Tlhoaele**	**Mr B.E Khokhong**	N/A	N/A	Report on publicized municipal activities/events on social media and municipal website by September 2019	Report on publicized municipal activities/events on social media and municipal website by December 2019	Q1 & Q2 Not Achieved	Q1 & Q2 **Reason for Deviations:** Communications position vacant and website not functional. **Remedial Action:** Target to be performed during next quarter	Q1 & Q2 Copy of the report
Municipal Transformation and Institutional Development	To conduct policy workshops	Human Resource Management	Number of workshops on Policies by June 2020	4 workshops on policies by June 2020	**Mr T.J Gopetse**	**Mr M.A Segami**	N/A	N/A	1 workshop on policies by September 2019	1 workshop on policies by December 2019	Q1 & Q2 Achieved 2 workshops on policies were held	Q1 & Q2 N/A	Q1 & Q2 Attendance register
Good governance and public participation	To develop Updated Council resolution register	Policies and By-Laws	Number of updated quarterly council resolution register developed and submitted by June 2020	4 quarterly updated council resolution registers developed and submitted to council by June 2020	**Mr T.J Gopetse**	**Mr M Matsididi**	N/A	N/A	1 quarterly updated council resolution register of the previous financial year 2018/19 adopted September 2019	1 quarterly updated council resolution register developed and submitted to council by December 2019	Q1 & Q2 Achieved 1 quarterly updated council resolution registers of the previous financial year 2018/19 was adopted and 1 quarterly updated council	Q1 & Q2 N/A	Q1 & Q2 Updated council resolution registers

											resolution register was developed and submitted to council		
Good governance and public participation	To develop Council and council committee itinerary	Governance	Number of regulated council committee meetings and council meetings by June 2020	4 council committe e meetings and 4 council meetings to be held by June 2020	**Mr T.J Gopetse**	**Mr M Matsididi**	**N/A**	**N/A**	1 council committee meetings and 1 council meeting to be held by September 2019	1 council committee meetings and 1 council meeting to be held by December 2019	**Q1 & Q2** Achieved 1 council committee meetings and 1 council meeting were held	**Q1 & Q2** N/A	**Q1 & Q2** Attendanc e registers
Municipal Transformatio n and Institutional Development	To develop reports on misconduct cases	Human Resource Management	Number of Reports on misconduct cases (labour related) noted by council	4 Reports on miscondu ct cases submitted to Council by June 2020	**Mr T Tlhoaele**	**Mr B.E Khokhong**	**N/A**	**N/A**	1 Report on misconduct cases submitted to Council by September 2019	1 Report on misconduct cases submitted to Council by December 2019	**Q1 & Q2** Achieved 2 Reports on misconduct cases were compiled and submitted	**Q1 & Q2** N/A	**Q1 & Q2** 2 Reports on misconduc t cases
Good governance and public participation	To update contract register	Municipal operating costs	Number of updated contract register	Updated contract register by June 2020	**Mrs B.D Motlhapin g**	**Mr Molaolwe**	**N/A**	**N/A**	Update contract register by September 2019	Update contract register by December 2019	**Q1 & Q2** Achieved 2 contracts registers were Updated	**Q1 & Q2** N/A	**Q1 & Q2** 2 Updated contract registers
Good governance and public participation	To manage litigation against the municipality	Municipal operating costs	Number of Managing litigation against the	Manage litigation against the	**Mr T Tlhoaele**	**Mr B.E Khokhong**	**N/A**	**N/A**	Liaising with HODs to ensure regulatory	Fast track the progress of old and new cases	**Q1 & Q2** Achieved Legal opinion	**Q1 & Q2** N/A	**Q1 & Q2** Litigation reports

			Municipality	Municipality by June 2020					frame for referring cases to Legal Unit that have potential litigation by September 2019	by December 2019	sought from appointed Attorneys regarding Ho Tla Ba Thata matter and submitted to Council. On Ramzo Diesel dispute matter letter of intention to terminate agreement send to the service provider.		
Good governance and public participation	To review and advice on SLA, MOU and MOA	Municipal operating costs	Number of Service level agreement, MOU and MOA complying with legal requirements	All agreements entered into by Municipality to comply with legal requirements by June 2020	**Mr T Tlhoaele**	**Mr B.E Khokhong**	**N/A**	**N/A**	Review and advise on SLA, MOU and MOA by September 2019	Review and advise on SLA, MOU and MOA by December 2019	**Q1 & Q2** Achieved - 9 SLA, 3 MOU and 0 MOA reviewed to ensure compliance with essential elements of contracts law.	N/A	Copies of reviewed SLA, MOU and MOA
Good governance and public	To develop policies and By-Laws	Policies and By-Laws	Number of policies and By-Laws	Policies and By-laws to be	**Mr T Tlhoaele**	**Mr B.E Khokhong**	**N/A**	**N/A**		1 Policies and 1 By-Laws	Not Achieved 2 policies	**Reason for Deviation:** No need for development of By-	Copies of policies and By-

participation			developed	developed by June 2020						developed by December 2019	reviewed and proposals to be submitted to Council during Q3, however no By-Law was developed.	Law aroused. **Remedial Action:** Target to be performed during Q3	Laws
Municipal Transformation and Organizational development	To develop Employment Equity Plan	Human Resource Management	Number of reviewed Employment Equity Plan by December 2019	1 reviewed Employment Equity Plan by December 2019	**Mr T.J Gopetse**	**Mr M.A Segami**	**N/A**	**N/A**	Actual review of the Employment Equity Plan through relevant structure (LLF) by September 2019	Submission of Employment Equity Plan to council by Oct 2019 and Submission to department of Labour by January 2020	**Q1** Achieved 1 employment equity plan reviewed **Q2** Achieved It was submitted to council and the Department of Labour	**Q1 & Q2** N/A	**Q1** Copy of reviewed employment equity plan **Q2** Council resolution and acknowledgement letter from the department labour
Good governance and public participation	To compile annual and quarterly performance assessment reports	Performance Management	Number of annual and quarterly performance assessment reports compiled by June 2020	1 Annual performance assessment report for 2018/19 FY submitted	**Mr T.J Gopetse**	**Mr M.A Segami**	**N/A**	**N/A**	1 Annual performance assessment report for the 2018/19 FY by September 2019	1 quarterly performance assessment report for the 1st quarter submitted and	**Q1 & Q2** Not Achieved	**Q1 & Q2** **Reasons for Deviation:** Assessment committee not been appointed yet **Remedial Actions:** Assessment committee will	**Q1 & Q2** 2 Copies of the assessment reports

				and adopted by Council by Septembe r 2019 3 quarterly reports on assessme nt of the municipal manager and managers reporting directly to the municipal manager by June 2020						adopted by Council by December 2019		appointed in the next quarter	
Municipal Transformatio n and Organizational development	To ensure functionality of municipal website	Improve ICT	Number of functional website	1 functional municipal website by Septembe r 2019	**Mr T.J Gopetse**	**Mr T Molelekwa**	**N/A**	**N/A**	1 functional municipal website by September 2019	None	Not Achieved	**Reasons for Deviation:** The delay of the service provider **Remedial Action:** Meeting will be arrange with the service provider	Report on the functionali ty of the website
Municipal Transformatio n and Organizational development	To maintain telephones and cameras	Improve ICT	Number of reports on maintenance telephone and cameras	4 quarterly reports on maintena nce of telephone and	**Mr T.J Gopetse**	**Mr T Molelekwa**	**N/A**	**N/A**	1 quarterly report on maintenance of telephones and cameras	1 quarterly report on maintenanc e of telephones and cameras	**Q1 & Q2** Achieved 2 Reports on maintenanc e of telephones	**Q1 & Q2** N/A	**Q1 & Q2** 2 Reports on maintenan ce of telephones and

				cameras							and cameras		cameras
Municipal Transformation and Organizational development	To compile report on development of Job description for new positions	Human Resource Management	Number of job descriptions developed by June 2020	2 reports on job description developed by June 2019	**Mr T.J Gopetse**	**Mr M.A Segami**	**N/A**	**N/A**		1 report on job description developed by December 2019	Not achieved	**Reason for Deviation:** Dispute by trade union on organogram at the bargaining Council **Remedial Action:** Busy with Consultation with trade union	Copy of job description
Municipal Transformation and Organizational development	To compile report on development of reports on filing of vacant budgeted positions	Human Resource Management	Number of reports on filing of vacant budgeted position by June 2020	3 reports on filing of vacant budgeted position by June 2020	**Mr T.J Gopetse**	**Mr M.A Segami**	**N/A**	**N/A**		1 quarterly report on filing of vacant budgeted positions by December 2019	Not achieved	**Reason for Deviation:** Dispute by trade union on organogram at the bargaining Council **Remedial Action:** Busy with Consultation with trade union	Copy of the report on filing of vacant budgeted positions
Municipal Transformation and Organizational development	To compile training reports	Human Resource Management	Number of training reports submitted to Council by June 2020	4 training reports submitted to Council by June 2020	**Mr T.J Gopetse**	**Mr M.A Segami**	**N/A**	**N/A**	1 quarterly Training report submitted to Council by September 2019	1 quarterly Training report submitted to Council by December 2019	**Q1 & Q2** Achieved 2 Training report	**Q1 & Q2** N/A	**Q1 &Q2** Attendance Registers
Municipal Transformation and Organizational development	To compile report on Work Skills Plan(WSP)	Human Resource Management	Number of developed and submitted WSP to LGSETA by June 2020	1 WSP develop & submitted to LGSETA by April 2020	**Mr T.J Gopetse**	**Mr M.A Segami**	**R600.00.00**			1 report on Consolidation of inputs from various departments by December	Achieved 1 report on Consolidation of inputs from various department was done	N/A	Copy of the report on consolidated inputs

										2019			

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTER TARGETS		PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
									Q1	Q2			
Basic Service Delivery and Infrastructure Development	To coordinate Provision of Electricity	Electricity	Number of Reports on electricity queries received and attended to in Hotazel and Vanzylsrus by June 2020	4 Quarterly Reports on electricity queries received and attended to in Hotazel and Vanzylsrus by June 2020	**Mr M.G Malola**	**Mr T Mosegeleng**	**N/A**	**N/A**	1 Quarterly Report submitted to council on electricity queries received and attended to in Hotazel and Vanzylsrus by September 2019	1 Quarterly Report submitted to council on electricity queries received and attended to in Hotazel and Vanzylsrus by December 2019	**Q1 & Q2** Achieved 2 Reports submitted to council on electricity queries received and attended to in Hotazel and Vanzylsrus	**Q1 & Q2** N/A	**Q1 & Q2** Annexure E: Signed Electrical (ESKOM) Queries Reports
Basic Service Delivery and Infrastructure Development	To coordinate electricity queries received and attend by Eskom	Electricity	Number of reports on Electricity Queries received and attend to by Eskom by June 2020	4 Quarterly reports on Electricity Queries received and attend to by Eskom Submitted to council by June 2020	**Mr M.G Malola**	**Mr T Mosegeleng**	**N/A**	**N/A**	1 Quarterly Report submitted to council on electricity Queries received and attend to by Eskom by September 2019	1 Quarterly Report submitted to council on electricity Queries received and attend to by Eskom by December 2019	**Q1 & Q2** Achieved 2 Reports submitted to council on Queries received and attend to	**Q1 & Q2** N/A	**Q1 & Q2** Annexure F: Signed Electrical (ESKOM) Queries Reports

Basic Service Delivery and Infrastructure Development	To coordinate and monitor reports in all the villages prioritized for electrification and Infills	Rural Electrification Programme	Number of monitoring reports in all the villages prioritized for electrification and Infills by June 2020	4 Quarterly monitoring Reports Submitted to council in all villages prioritized for electrification and infills by June 2020	**Mr M.G Malola**	**Mr T Mosegeleng**	**N/A**	**N/A**	1 Quarterly monitoring reports Submitted to council in all villages prioritized for electrification and infills by September 2019	1 Quarterly monitoring reports submitted to council in all villages prioritized for electrification and infills by December 2019	**Q1 & Q2** Achieved 2 Quarterly monitoring reports submitted to council in all villages prioritized for electrification and infills	**Q1 & Q2** N/A	**Q1 & Q2** Annexure G: Signed Quarterly Report on Electrification and Infills
Basic Service Delivery and Infrastructure Development	To provide roads	Rural Roads Programme	Number of Roads Upgraded by June 2020	4 Roads Upgraded by June 2020	**Mr M.G Malola**	**Mr T Keetile**	**CP001 R 14 905 952.24**	**R 0.00 (for MIG projects)**	Gadiboe- and Bothithong Road projects Handed over to the Contractor by September 2019	Logobate- and Diking Road projects Handed over to the Contractor by December 2019	**Q1** Achieved Report of Gadiboe- and Bothithong Road projects Handed over to the Contractor **Q2** Not Achieved	**Q1** N/A **Q2** Business Plans not approved yet	**Q1** Annexure H: Hand-over Minutes: Gadiboe- and Bothithong Road projects **Q2** Annexure H: Correspondence between JMLM and COGHSTA MIG Office
Basic Service Delivery and Infrastructure	To maintain internal roads	Rural Roads Programme	Distance of Roads Maintained by	2 000 km of internal roads	**Mr M.G Malola**	**Mr T Keetile**	**N/A**	**N/A**	500 km of internal roads maintained in	500 km of internal roads maintained in	**Q1 & Q2** Not Achieved	**Q1 & Q2** **Reasons for Deviation:**	Q1 & Q2 Annexure I:

Development			June 2020	maintained in all 15 wards by June 2020					15 wards by September 2019	15 wards by December 2019	0km of internal roads maintained in 15 wards	We failed to reach our first and second quarter target due to the following reasons: -Grader mechanical breakdowns -Expired license disc -Expired operator certificate -Vacant posts **Remedial Action:** -Engage Corporate Service on appointment of grader operators -Engage the fleet unit to speed up repairs of non-functional graders, to renew vehicle	2 Signed Quarterly Reports on Roads & Storm water (Grader Report) 2019-20 FY

												license disc and expired operator certificate	
Basic Service Delivery and Infrastructure Development	To report on Villages prioritized for access to New Water Infrastructure	Rural Water Programme	Number of Water Infrastructure Projects Implemented by June 2020	10 Villages prioritized for access to New Water Infrastructure completed by the end of June 2019	**Mr M.G Malola**	**Mr F Meyers**	**CP003 R 63 776 965.71**	**R 31 706 973,64**	6 Water Infrastructure Projects Handed Over to the Contractor by September 2019 and all projects to start 14 days after handing over.	4 Water Infrastructure Projects Handed Over to the Contractor before by December 2019 and all projects to start 14 days after handing over	**Q1 & Q2** Not Achieved	**Q1** **Reason for Deviation:** 4 of 6 Projects were handed over **Remedial Action:** The rest will be handed over in 2nd quarter **Q2** Two projects were handed over; Ditlharapeng and Baily Brits. The remaining projects will be handed over in the 3rd quarter	**Q1** Annexure J: Hand-over Minutes: Bailey Brits, Kokfontein Phase 2, Makhubung Phase 2 and Mammebe Phase 2 **Q2** Annexure J: Hand Over minutes for Baily Brits and Ditlharapeng.
Basic Service Delivery and	To report on prioritized	Rural Water Programme	Number of Villages	5 Villages prioritized	**Mr M.G Malola**	**Mr F Meyers**	**R 8 340 832.05**	**R 957 565,58**	Cassel, Majemantsho,	1 Progress report	**Q1** Not	**Q1** **Reason for**	**Q1** Annexure K:

Infrastructure Development	boreholes refurbishment		prioritized for boreholes refurbishment	for boreholes refurbishment completed by June 2020					Penryn, Rustfontein Wyk 8 and Klipham handed over to the Contractor by September 2019	submitted to council by December 2019	Achieved **Q2** Achieved Progress Report	**Deviation:** 1 of 5 projects handed-over (Wyk 8 was handed over) **Remedial Action:** The rest will be handed over in second quarter **Q2** N/A	Handover Minutes Wyk 8 **Q2** Annexure K: 1 Progress Report
Basic Service Delivery and Infrastructure Development	To report on water Operations and Maintenance Plan Implemented	Rural Water Programme	Water Operations and Maintenance Plan Implemented	4 Quarterly Reports on the Implementation of Operation & Maintenance Plan to be submitted to council by June 2020	**Mr M.G Malola**	**Mr F Meyers**	**N/A**	**N/A**	1 Report on Implementation of Operation & Maintenance Plan to be submitted to council by September 2019	1 Report on Implementation of Operation & Maintenance Plan to be submitted to council by December 2019	**Q1 & Q2** Achieved 2 Reports on Implementation of Operation & Maintenance Plan was submitted to council	**Q1 & Q2** N/A	**Q1 & Q2** Annexure L: 2 Quarterly Reports for Operation and maintenance
Basic Service Delivery and Infrastructure Development	To report on the Implementation of Water	Rural Water Programme	Water Services Development Plan (WSDP) Implemented	4 Quarterly Reports on the Implemen	**Mr M.G Malola**	**Mr F Meyers**	**N/A**	**N/A**	1 Report on the Implementation of WSDP submitted to	1 Report on the Implementation of WSDP submitted to	**Q1 & Q2** Not Achieved No reports in place	**Q1 & Q2** DWS initiated a web based WSDP	**Q1 & Q2** Annexure M: (WSDP to be

	Services Development Plan WSDP			tation of WSDP submitted to council by June 2020					council by September 2019	council by December 2019		system and currently conducting workshops on the new WSDP system. DWS IT department personnel are populating the system	review) Letters from DWS
Basic Service Delivery and Infrastructure Development	To report on the Implementation of Regulatory Information System (IRIS)	Reporting	Integrated Regulatory Information System (IRIS) Implemented	4 Quarterly Reports on the Implementation of IRIS submitted to council by June 2020	**Mr M.G Malola**	**Mr F Meyers**	**N/A**	**N/A**	1 Report on the Implementation of IRIS submitted to council by September 2019	1 Report on the Implementation of IRIS submitted to council by December 2019	**Q1** Not Achieved 1 Report on the Implementation of IRIS submitted to council **Q2** Achieved 1 Report on the Implementation of IRIS submitted to council	**Q1** **Reason for Deviation:** Report in place but not uploaded in the system **Remedial Action:** Training arranged for Q3 **& Q2** N/A	**Q1 & Q2** Annexure N: 2 Quarterly Reports for IRIS in place
Basic Service Delivery and Infrastructure Development	To report on regulatory Performance Measureme	Reporting	Regulatory Performance Measurement System (RPMS)	4 Quarterly Reports on the Implemen	**Mr M.G Malola**	**Mr F Meyers**	**N/A**	**N/A**	1 Report on the Implementation of RPMS submitted to	1 Report on the Implementation of RPMS submitted to	**Q1 & Q2** Achieved 2 Reports on the Implementa	**Q1& Q2** N/A	**Q1 & Q2** Annexure O: 2 Quarterly Reports for

	nt System (RPMS)		Implemented	tation of RPMS submitted to council by June 2020					council by September 2019	council by December 2019	tion of RPMS submitted to council		RPMS in place
Basic Service Delivery and Infrastructure Development	To report on dry Sanitation erected	Rural Sanitation Programme	Number of Dry Pit Sanitation Projects Implemented by June 2020	4 Dry Pit Sanitation Projects complete d by June 2020	**Mr M.G Malola**	**Miss M Khokhong**	**CP004 R 20 000 000.00**	**R 16 072 937,66**	Kanana, Garapoana, Dithakong and Kokfontein handed over to the Contractor by September 2019	1 Progress report on sanitation units erected in 4 villages by December 2019	**Q1** Not achieved **Q2** Achieved Progress report on sanitation units erected	**Q1** **Reason for Deviation:** No project handover took place - Business Plans not registered **Remedial Action:** COGSTA and DWS were engaged to fast track registration. Still wait for approval before handover can take place **Q2** N/A	**Q1** Annexure P: Handover Minutes: Not in place Only Letter from DWS **Q2** Annexure P: 1 Progress Report

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS Q1	QUARTERLY TARGETS Q2	PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
Basic Service Delivery and Infrastructure Development	To develop wall to wall Land Use Managemen t Scheme	Land Use Managemen t	Number of Developed Land Use Management Scheme by June 2020	1 developed Land Use Managemen t Land Use Scheme by June 2020	Mr K.V Phiri	Mrs L Molaudzi	R500 000. 00	R72 450.00	Phase 2 and 3 reports approved by the Project Steering Committee by September 2019	Phase 4 report approved by the Project Steering Committee by December 2019	**Q1** Not achieved Phase 2 and 3 reports still a Draft **Q2** Not Achieved The report was done but not submitted to the Steering Committee	**Q1** **Reason for Deviation:** The consultant was delayed by land use survey because the villages which were supposed to be covered on phase 2 and phase 3 were not yet done due to the vastness of the municipality **Remedial Action:** Phase 2 and Phase 3 will be finalized before the end of October	**Q1** Approved Phase 2 and Phase 3 **Q2** Approved Phase 4 report

												Q2 **Reason for Deviation** There was a delay on Land Use Survey **Remedial Action:** The report will be approved by the Committee during the third quarter	
Basic Service Delivery and Infrastructure Development	To report on Implementation of SPLUMA and Functionality of Tribunal	Land Use Management	Number of reports on the implementation of SPLUMA and Functionality of the Tribunal by June 2020	4 Quarterly Reports on the Implementation of SPLUMA and Functionality of Tribunal by June 2020	**Mr K.V Phiri**	**Mrs L Molaudzi**	**R75.000.00**	**R75 000.00**	1 Quarterly report on implementation of SPLUMA and Functionality of Tribunal September 2019	1 Quarterly report on implementation of SPLUMA and Functionality of Tribunal by December 2019	**Q1 & Q2** Achieved 2 Quarterly reports on implementation of SPLUMA and Functionality of Tribunal were done	**Q1 & Q2** N/A	**Q1 & Q2** Council Resolutions and Reports

Basic Service Delivery and Infrastructure Development	To receive and Process Land Development application as and when there are new applications.	Land Use Management	Number of received and Processed applications as and when there are new applications by June 2020	4 Quarterly Reports on New Received and Processed Applications by June 2020	**Mr K.V Phiri**	**Mrs L Molaudzi**	**N/A**	**N/A**	1 Quarterly Report on received and Processed Applications by September 2019	1 Quarterly Report on received and Processed Applications by December 2019	**Q1 & Q2** Achieved 2 Quarterly Reports on received and Processed Applications were done	**Q1 & Q2** N/A	**Q1** Council Resolutions and Reports
Basic Service Delivery and Infrastructure Development	To facilitate housing programme	Human Settlements	Number of housing campaigns held by June 2020	4 housing campaigns held by June 2020	**Mrs M.C Melokwe**	**Miss T.C Moncho**	**N/A**	**N/A**	1 housing consumer education in 7 wards by September 2019	1 housing consumer education in 8 wards by December 2019	**Q1** Not Achieved Only 2 housing consumer education were done **Q2** Not Achieved Only 2 wards housing consumer education were done	**Q1** **Reason for Deviation:** Unavailability of community members **Remedial Action:** Will be done in the second quarter **Q2** **Reason for Deviation:** Filling of housing application forms for Magobing and	**Q1 & Q2** Attendance registers

												Lotlhakajaneng **Remedial Action:** Housing consumer education will be done in the 3rd quarter	
Basic Service Delivery and Infrastructure Development	To facilitate housing programme	Human Settlements	Number of housing data collected for the National Housing Needs Data Register	Report on housing data collected in 15 wards	**Mrs M.C Melokwe**	**Miss T.C Moncho**	**N/A**	**N/A**	Housing data collected in 3 wards September 2019	Housing data collected in 4 wards December 2019	**Q1** Achieved Housing data was collected **Q2** Not Achieved Data was collected in two wards ward 4 (Magobing West) & 11 (Lotlhakajaneng	**Q1** N/A **Q2** **Reason for Deviation:** The District official responsible for capturing data were busy with other local municipalities **Remedial Action:** To train our employees to be able to access the system	**Q1 & Q2** Reports of housing data collected

	To coordinate the construction of low cost housing	Human Settlements	Number of reports on coordination of low cost houses constructed by June 2020	4 quarterly reports on coordination of 89 low cost houses constructed at Magobing-West by June 2020	**Mrs M.C Melokwe**	**Miss T.C Moncho**	**N/A**	**N/A**	Appointment of service provider by COGHSTA by September 2019	Construction of 40 houses at Magobing-West by December 2019	**Q1** Achieved Appointment of service provider was done	**Q1** N/A **Q2** **Reason for Deviation:** There has been delay from Department to appoint a service provider	**Q1** Appointment letter **Q2** Copy of closed up report
					Mrs M.C Melokwe	**Miss T.C Moncho**			Introduction of the service provider and community consultation		**Q2** Not Achieved	**Remedial Action:** The Department has successfully appointed and introduced the service provider to the tribal and community of Magobing	
Basic Service Delivery and Infrastructure Development	To facilitate construction of low cost houses	Human Settlements	Number of reports on coordination of low cost houses constructed	4 quarterly reports on coordination of 89 low cost houses constructed	**Mrs M.C Melokwe**	**Miss T.C Moncho**	**N/A**	**N/A**	Appointment of service provider by COGHSTA by September 2019	Construction of 25 houses at Lotlhakajaneng by December	**Q1 & Q2** Not Achieved	**Q1 & Q2** **Reason for Deviation:** Awaiting COGHSTA to appoint the	**Q1** Appointment letter **Q2** Copy of progress

			by June 2020	at Lotlhakajaneng by June 2020						2019		service provider **Remedial Action:**	report
					Mrs M.C Melokwe	**Miss T.C Moncho**			Introduction of the service provider and community consultation		**Q1** Not Achieved	Communicate with COGHSTA to expedite the process	**Q1** Attendance register
Basic Service Delivery and infrastructure Development	To promote safe and clean environment	Environmental programme	Number of awareness campaigns conducted on safe and clean environment	4 awareness campaigns on safe and clean environment by June 2020	**Mrs M.C Melokwe**	**Mrs S.I Letselebe**	N/A	N/A	1 awareness campaign on safe and clean environment in 7 wards by September 2019	1 awareness campaign on safe and clean environment in 8 wards by December 2019	**Q1 & Q2** Achieved 2 awareness campaign on safe and clean environment in 2 wards	**Q1 & Q2** N/A	**Q1 & Q2** Attendance registers
Basic Service Delivery and infrastructure Development	To promote safe and clean environment	Environmental programme	Number of households provided with refuse removal services in Hotazel and Vanzylsrus	1144 households provided with refuse removal services in Hotazel and Vanzylsrus by June 2019	**Mrs M.C Melokwe**	**Mrs S.I Letselebe**	N/A	N/A	1144 households provided with refuse removal services in Hotazel and Vanzylsrus by September 2019	1144 households provided with refuse removal services in Hotazel and Vanzylsrus by December 2019	**Q1 & Q2** Achieved 1144 households were provided with services in Hotazel and Vanzylsrus	**Q1 & Q2** N/A	**Q1 & Q2** Collection schedules
Basic Service Delivery and infrastructure Development	To promote safe and clean environment	Environmental programme	Number of reports on coordination of Working on Fire	4 quarterly reports on veld fire suppression by June 2020	**Mrs M.C Melokwe**	**Mrs S.I Letselebe**	N/A	N/A	1 report on veld fire suppression by September 2019	1 report on veld fire suppression by by December 2019	**Q1 & Q2** Achieved 2 report on veld fire was compiled	**Q1 & Q2** N/A	**Q1 & Q2** Reports on veld fire suppression

Basic Service Delivery and infrastructure Development	To report on construction of community halls	Community Facilities Programme	Number of community halls constructed by June 2020	2 community hall constructed at Cardington and Washington by June 2020	**Mrs M.C Melokwe**	**Mr T Matobo**	**R3,000 00 0.00**	**R0**	Appointment of a contractors by September 2019	1 progress report on construction of 3 community halls by December 2019	**Q1 & Q2** Not Achieved	**Q1** **Reason for Deviation:** SCM committees have not sat yet **Remedial Action:** SCM committees to be convened in the 3rdquarter	**Q1** Appointment letter **Q2** Progress report
Basic Service Delivery and infrastructure Development	To provide recreational facilities	Recreational Facilities Programme	Number of recreational facilities cleaned by June 2020	Cleaning of 25 recreational facilities by June 2020	**Mrs M.C Melokwe**	**Mr T Matobo**	N/A	N/A	Cleaning of 25 municipal recreational facilities by September 2019	Cleaning of 25 municipal recreational facilities by December 2019	**Q1 & Q2** Achieved 25 municipal recreational facilities were cleaned	**Q1 & Q2** N/A	**Q1 & Q2** Reports of cleaning of municipal recreational facilities
Basic Service Delivery and infrastructure Development	To report on maintenance of sports field	Recreational Facilities Programme	Number of reports on sports field maintained by June 2020	2 Sports fields maintained at Dithakong and Ncwelengwe by June 2020	**Mrs M.C Melokwe**	**Mrs K.G Ortel**	**R100 000.00**	**R0**	Appointment of a contractors by September 2019	1 report on the maintenance of 2 sport fields at Dithakong and Ncwelengwe by December 2019	**Q1 & Q2** Not Achieved	**Q1** **Reason for Deviation:** Still at SCM stage **Remedial Action:** Service provider will be	**Q1 & Q2** Appointment letter **Q2** Maintenance report

												appointed by the 2nd quarter **Q2** **Reason for Deviation:** Service provider only appointed during the second quarter **Remedial Action:** Maintenance of the Sportsfield to commence during the 3rd quarter	
Basic Service Delivery and infrastructure Development	To report on renovation of community halls	Community Facilities Programme	Number of community halls renovated by June 2020	4 community halls renovated at Vanzylsrus, Tsineng, Mecwetsaneng and Gadiboe by June 2020	**Mrs M.C Melokwe**	**Mr T Matobo**	**R130 000. 00**	**R0**	Appointment of service provider by September 2019	Renovations of 4 community halls by December 2019	**Q1 & Q2** Not Achieved	**Q1** **Reason for Deviation:** Still at SCM stage **Remedial Action:** Service provider will be appointed	**Q1** Appointment letter **Q2** Progress report

												by the 2nd quarter **Q2 Reason for Deviation:** Still at SCM stage **Remedial Action:** Service provider will be appointed in the 3rd quarter	

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS		PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
									Q1	Q2			
Good governance and public participation	To empower designated groups	Special programmes	Number of empowered Youth, women, children, elderly persons and people with disabilities by June 2020	4 designated groups empowered by June 2020	Mr T Tlhoaele	Mr B.E Khokhong	R310 00 0.00		1 designated group empowered by September 2019	1 designated group empowered by December 2019	Q1 & Q2 Achieved 8 activities meant to empower youth, women, children, elderly persons and people with disabilities held	Q1 & Q2 N/A	2 reports on empowerment of designated groups
Good governance and public participation	To empower designated groups	Special programmes	Number of reports on the functionality of the Local AIDS Council (LAC)	4 reports on the functionality of the LAC by June 2020	Mr T Tlhoaele	Mr B.E Khokhong	R15 000.00	R0	1 report on the functionality of the LAC by September 2019	1 report on the functionality of the LAC by December 2019	Q1 & Q2 Achieved 2 report on the functionality of the LAC	Q1 & Q2 N/A	2 reports of functionality of LAC
Basic Service Delivery and infrastructure Development	To provide library services	Library Services Programme	Number of reports on coordination of library services by June 2020	4 reports on coordination of library services by June 2020	Mrs M.C Melokwe	Miss Elreta	N/A	N/A	1 report on coordination of library services by September 2019	1 report on coordination of library services by December 2019	Q1 Not Achieved Q2 Achieved 1 report on coordination of library services	Q1 **Reason for Deviation:** Service provider for the installation of the other deliverables isn't yet appointed **Remedial Action:** Assessment will be done in the	2 reports on coordination of library services

												2nd quarter Q2 N/A	
Basic Service Delivery and infrastructure Development	To upgrade cemeteries	Expanded Public Works Programme(EPWP)	Number of cemeteries upgrading by June 2020	09 cemeteries upgraded by June 2020	**Mr K.V Phiri**	**Mr P Loeto**	**R1 829 8 00.00**	**R342 060.00**	Appointmen t of service providers by September 2019	Progress report on cemeteries upgraded by December 2019	**Q1** Achieved Appointment of service providers was done **Q2** Achieved Progress report on cemeteries upgraded was done	**Q1** N/A **Q2** N/A	**Q1** Appointment letter **Q2** Copy of progress report on cemeteries upgraded
Basic Service Delivery and infrastructure Development	To report on maintenanc e of traffic office	Maintenanc e or traffic offices	Number of offices maintained by June 2020	Maintain 1 traffic office by June 2020	**Mrs M.C Melokw e**	**Miss P.G Gaobusiw e**	**R50 000. 00**	**R0**	Assess functionality of the traffic office conducted by the department of Transport, Safety and Liaison by September 2019	Maintenanc e of the traffic office	**Q1 & Q2** Not Achieved	**Q1** **Reason for Deviation:** Service provider for the installation of the other deliverables isn't yet appointed **Remedial Action:** Assessment will be done in the 2nd quarter **Q2** Not achieved **Reason for**	**Q1** Assessment report **Q2** Maintenance schedule

												Deviation: Still at SCM stage **Q2 Remedial Action:** Service provider to be appointed in the 3rd quarter	

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS		PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
									Q1	Q2			
Good governance and public participation	To conduct ward committees	Community Participation Programme	Number of meetings and activities of ward committees to ensure their functionality by June 2020	12 ward committee meetings and other activities	**Mr T Tlhoaele**	**Mr B.E Khokhong**	**R1 800 000.00**		15 ward committee meeting and other ward activities by September 2019	15 ward committee meeting and other ward activities by December 2019	**Q1 & Q2** Achieved 90 ward committee meetings and other ward activities were held	**Q1 & Q2** N/A	**Q1 & Q2** 2 Reports of functionality of ward committee Attendance registers
Good governance and public participation	To conduct Speaker's Forum meeting	Community Participation Programme	Number speakers forum meetings held by June 2020	4 speakers forum meetings held by June 2020	**Mr T Tlhoaele**	**Mr B.E Khokhong**	**N/A**	**N/A**	1 speaker's forum meeting by September 2019	1 speaker's forum meeting by December 2019	**Q1 & Q2** Not Achieved	**Q1 & Q2** **Reasons for deviation:** Busy schedule of the Speaker **Remedial Actions:** Target to be performed during Q3	**Q1 & Q2** Attendance registers
Good governance and public participation	To report on transportation of ward committees	Community Participation Programme	Number of reports on transportation of ward committees	4 reports on transportation of ward committees in all 15 wards by June 2020	**Mr T Tlhoaele**	**Mr B.E Khokhong**	**N/A**	**N/A**	1 report on transportation of ward committees by September 2019	1 report on transportation of ward committees by December 2019	**Q1 & Q2** Not Achieved	**Q1 & Q2** **Reasons for Deviations:** Ward committees are paid R1000 from July 2019 which includes transport costs **Remedial Actions:**	**Q1 & Q2** 2 Reports of payments of ward committee transports

												Target to be submitted to Council for cancellation.	

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS		PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
									Q1	Q2			
Municipal Financial Management and Viability	To maintain a strong, sustainable municipal financial position	Financial managemen t	Number of monthly cashbook and bank reconciliation reports by June 2020	12 monthly cashbook and bank reconciliatio n reports by June 2020	**Mrs B.D Motlhap ing**	**Mrs M Bele**	**N/A**	**N/A**	3 monthly cashbook and bank reconciliatio n reports by September 2019	3 monthly reports on timeous billing and submission of accounts by end of December 2019	Q1 & Q2 Not achieved	Q1 **Reason for deviation:** July achieved with recon from the system **Remedial Action:** 2 monthly reports will be submitted next quarter Q2 **Reason for Deviation:** The bank/Cash reconciliations for 2nd quarter not complete **Remedial Action:** The report to be compiled and presented to Council in the next council meeting for 2nd quarter	Q1 3 copies of monthly cashbook and bank reconciliation reports Q2 3 monthly reports on timeous billing and submission of accounts

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS		PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
									Q1	Q2			
Municipal Financial Management and Viability	To maintain a strong, sustainable municipal financial position	Financial managemen t	Number of audit action plan implemented by June 2020	12 monthly reports on implementa tion of audit action plan	**Mrs B.D Motlhap ing**	**Mrs K Choche**	**N/A**	**N/A**	1 monthly report on implementa tion of audit action plan	1 monthly report on implementa tion of audit action plan	**Q1** Not achieved **Q2** Achieved Report on implementation of audit action plan was done	**Q1** **Reason for Deviation:** Meetings couldn't not be conducted to address findings **Remedial Action:** Management will ensure that meetings are held and findings are resolved **Q2** N/A	**Q1** Report on implementati on of audit action plan **Q2** Report on implementati on of audit action plan
Municipal Financial Management and Viability	To increase revenue collection to 100%	Financial managemen t	Number of monthly reports on timeous and accurate billing by June 2020	12 monthly reports on timeous billing and mailing of accounts to customers by June 2020	**Mrs B.D Motlhap ing**	**Mr T Mdluli**	**N/A**	**N/A**	3 monthly reports on timeous billing and mailing of accounts to customers by end of September 2019	3 monthly reports on timeous billing and mailing of accounts to customers by end of December 2019	**Q1 & Q2** Not Achieved	**Q1** **Reason for deviation**: The printing machines has not been working for over 12 months. **Remedial Action:** Currently statements of accounts are sent to the mines.	**Q1** 3 monthly reports on timeous billing and mailing of accounts to customers s **Q2** 3 monthly reports on timeous billing and mailing of accounts to customers

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS		PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
									Q1	Q2			
												Reason for Deviation: Backlogs with FMS legder calculations. **Remedial Action:** Billing for 2nd quarter to be completed before 24Th January 2020	
Municipal Financial Management and Viability	To report on revenue collection	Financial managemen t	Number of reports on Collection rate.	50% average actual collect ion rate	**Mrs B.D Motlhap ing**	**Mr T Mdluli**	**N/A**	**N/A**	Data cleansing	12.5% average actual collection rate for the 2nd QRT	**Q1** Not Achieved **Q2** Achieved	**Q1** **Reason for Deviation:** The assessment of Debt collection will be performed to verify Bad debts **Remedial Action:** Reconstructions of accounts and reconciliations will be performed to ensure collection is maximized. **Q2**	**Q1** Report on data cleansing **Q2** Report on collection rate

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS		PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
									Q1	Q2			
												N/A	
Municipal Financial Management and Viability	To report on data cleansing	Financial management	Number of reports on bad debts written off	1 bad debts written off by June 2020	**Mrs B.D Motlhaping**	**Mr T Mdluli**	**N/A**	**N/A**	Compilation of the report on data cleansing and identifying potential rate and services payers by September 2019	Submit Draft report on data cleansing to Council by December 2019	**Q1 & Q2** Not Achieved	**Q1** **Reason for Deviation:** The assessment of Debt collection will be performed to verify Bad debts. **Remedial Action:** The Report to be compiled and submitted to council in 2nd quarter **Q2** **Reason for Deviation:** The assessment of Debt collection will be performed to verify Bad debts. **Remedial Action:** The Report to be compiled and submitted to next council	**Q1** Report on data cleansing **Q2** Report on Bad debts waiting presentation to Council

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS		PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
									Q1	Q2			
												meeting	
Municipal Financial Management and Viability	To maintain a strong, sustainable municipal financial position	Financial management	Number of reports on debtors' reconciliation performed by June 2020	12 debtors reconciliation reports performed by June 2020	**Mrs B.D Motlhaping**	**Mr T Mdluli**	**N/A**	**N/A**	3 debtors reconciliation reports by September 2019	3 debtors reconciliation reports by December 2019	**Q1 & Q2** Not Achieved	**Q1** **Reason for deviation:** Debtors reconciliations will be done to correct the historic errors **Remedial Action:** The Report to be compiled and submitted to council 2nd quarter. **Q2** **Reason for Deviation:** Debtors reconciliations will be done to correct the historic errors **Remedial action:** The Report to be compiled and submitted to council 3rd quarter.	**Q1** 3 reports on debtors reconciliation **Q2** 3 reports on debtors reconciliation

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS		PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
									Q1	Q2			
Municipal Financial Management and Viability	To maintain a strong, sustainable municipal financial position	Financial managemen t	Number of interim property rates reports on supplementar y valuation rolls completed and submitted by June 2020	3 interim and 1 consolidate d property rates report on the supplement ary valuation roll completed submitted by June 2020	Mrs B.D Motlhap ing	Mr T Mdluli	R41 904 171.13		1 report on Interim property rates run by September 2019	1 report on Interim property rates run by December 2019	Q1 & Q2 Not Achieved	Q1 **Reason for Deviation:** Supplementary valuation was done, however, was not loaded on the FMS **Remedial Action:** Supplementary valuations will be validated and loaded on the FMS in order to perform a reconciliation Q2 **Reason for Deviation:** Reconciliation of the system valuation roll and approved valuation roll still in process. The process will be completed by 24th January 2020 **Remedial**	Q1 Report on Interim property rates Q2 Report on Interim property rates

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS Q1	QUARTERLY TARGETS Q2	PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
												Action: Billing will be performed by 30th January 2020	
Municipal Financial Management and Viability	To compile credible and funded budget	Financial management	Number of reports submitted to Council on monitoring of the budget	4 quarterly reports on monitoring of the budget	**Mrs B.D Motlhaping**	**Mr S Sethibe**	**N/A**	**N/A**	1 quarterly report on monitoring of the budget	1 quarterly report on monitoring of the budget	**Q1 & Q2** Not Achieved	**Reason for Deviation:** The billings and expenditure were not captured because of the financial management system **Remedial Action:** The report to be compiled and presented to Council in 2nd quarter **Q2 Reason for Deviation:** Bank/ Cash Reconciliation still in process. **Remedial Action:**	**Q1** Report on monitoring of the budget **Q2** Report on monitoring of the budget

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS		PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
									Q1	Q2			
												Reports to be compiled and submitted to the next Council meeting	
Municipal Financial Management and Viability	To compile number of section 71, Monthly budget statement and salaries reports	Financial managemen t	Number of section 71, Monthly budget statement and salaries reports submitted by June 2020	12 reports of section 71 submitted to the Mayor, Council and National and Provincial Treasury by June 2020	**Mrs B.D Motlhap ing**	**Mr S Sethibe**	**N/A**	**N/A**	3 reports of section 71, submitted to Mayor, Council National and Provincial Treasury by September 2019	3 reports of section 71, submitted to Mayor, Council and National and Provincial Treasury December 2019	**Q1 & Q2** Not Achieved	**Q1** **Reason for Deviation:** The billings and expenditure were not captured because of the financial management system **Remedial Action:** The report to be compiled and presented to Council in 2nd quarter **Q2** **Reason for Deviation:** The bank/Cash reconciliations for 2nd quarter not complete. management	**Q1** 3 reports of section 71 Council resolution Acknowledge ment letter from national and provincial treasury **Q2** 3 reports of section 71 Council resolution Acknowledge ment letter from national and provincial treasury

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS		PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
									Q1	Q2			
												system **Remedial Action:** The report to be compiled and presented to Council in the next council meeting for 2nd quarter	
Municipal Financial Management and Viability	To compile MFMA quarterly reports	Financial management	Number of MFMA quarterly reports compiled and submitted to Council and National and Provincial Treasury (ME, BM, LTC, MFM implementation plan)	4 reports each (ME, BM, LTC, MFM implementation plan)submitted to Council and National and Provincial Treasury by June 2020	**Mrs B.D Motlhaping**	**Mr S Sethibe**	**N/A**	**N/A**	1 report each (ME, BM, LTC, MFM implementation plan)submitted to Council and National and Provincial Treasury by September 2019	1 report each (ME, BM, LTC, MFM implementation plan)submitted to Council and National and Provincial Treasury by December	**Q1 & Q2** Not Achieved	**Reason for deviation:** The billings and expenditure were not captured because of the financial management system. **Remedial Action:** The report to be compiled and presented to Council in 2nd quarter **Q2** **Reason for**	**Q1** Copy of the reports **Q2** Copy of the reports

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS		PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
									Q1	Q2			
												Deviation: The bank/Cash reconciliations for 2nd quarter not complete management system **Remedial Action:** The report to be compiled and presented to Council in the next council meeting for 2nd quarter	
Municipal Financial Management and Viability	To compile MFMA quarterly reports	Financial management	Number of sec 52 reports on the implementation of the budget and financial affairs of the municipality submitted to council	4 quarterly reports on sec 52 reports on the implementation of the budget and financial affairs of the municipality submitted to Council by June 2020	**Mrs B.D Motlhaping**	**Mr S Sethibe**	**N/A**	**N/A**	1 quarterly report on sec 52 report on the implementation of the budget and financial affairs of the municipality submitted to Council by September 2019	1 quarterly report on sec 52 report on the implementation of the budget and financial affairs of the municipality submitted to Council by December 2019	**Q1 & Q2** Not Achieved	**Q1** **Reason for deviation:** The billings and expenditure were not captured because of the financial management system **Remedial Action:** The report to be compiled and presented to	**Q1** Copy of the report Council resolution **Q2** Copy of the report Council resolution

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS		PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
									Q1	Q2			
												Council in 2nd quarter Q2 **Reason for Deviation:** The bank/Cash reconciliations for 2nd quarter not complete management system **Remedial Action:** The report to be compiled and presented to Council in the next council meeting for 2nd quarter	
Municipal Financial Management and Viability	To compile number of system of delegations developed and reviewed.	Financial managemen t	Number of system of delegations developed and reviewed by June 2020	1 report of system of delegations reviewed by September 2020	**Mr T. Tlhoaele**	**Mr TJ Gopetse**	**N/A**	**N/A**	1 report of system of delegations reviewed by September 2019		Not achieved	**Reasons for Deviation:** Delay in Council meetings **Remedial Action:** Delegations will be submitted to the next Council meeting	Q1 Copy of the reviewed system of delegation

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS		PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
									Q1	Q2			
Municipal Financial Management and Viability	To ensure that all creditors are paid within 30 days	Municipal operating costs	Number of creditors owed and paid within 30 days by June 2020.	All creditors paid within 30 days by June 2020	**Mrs B.D Motlhaping**	**Mrs M Bele**	N/A	N/A	All creditors owed and paid within 30 days by September 2019	All creditors owed and paid within 30 days by December 2019	**Q1 & Q2** Not Achieved	**Q1** **Reason for Deviation:** -Cash-flow problems -Invoices submitted late. **Remedial Action:** -Increase revenue collection by making follow ups on the Debtors -Ensure that duties of Logistical Officer is assigned to 1 official from SCM to request invoices on time after goods are delivered **Q2** **Reason for Deviation:** Financial system errors and cashflow **Remedial Action:**	**Q1** Copies of payments **Q2** Copies of payments

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS		PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
									Q1	Q2			
												All creditor invoices to be captured timeously on the system for processing	
Municipal Financial Management and Viability	To compile MFMA quarterly reports	Financial managemen t	Number of reports on withdrawals submitted to Council, NT, PT and AG by June 2020	4 reports on withdrawals submitted to Council, National and Provincial Treasury by June 2020	**Mrs B.D Motlhap ing**	**Mr S Sethibe**	**N/A**	**N/A**	1 report on withdrawals submitted to Council, National and Provincial Treasury by September 2019	1 report on withdrawals submitted to Council, National and Provincial Treasury by December 2019	**Q1** Not Achieved **Q2** Achieved Report on withdrawals was submitted to Council, National and Provincial Treasury	**Q1** The report to be compiled and presented to Council in 2nd quarter **Q2** N/A	**Q1** Copy of the report Council resolution Acknowledge ment letter from national and provincial treasury **Q2** Copy of the report Council resolution Acknowledge ment letter from national and provincial treasury
Municipal Financial	To compile MFMA	Financial managemen	Number of reports on	4 quarterly reports on	**Mrs B.D Motlhap**	**Mrs M Bele**	**N/A**	**N/A**	1 quarterly report on	1 quarterly report on	**Q1** Not Achieved	**Q1** The report to be	**Q1** Copy of the

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS		PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
									Q1	Q2			
Management and Viability	quarterly reports on investments	t	investment made and submitted to Council by June 2020.	investments made and submitted to council by June 2020	ing				investments made and submitted to council by September 2019	investments made and submitted to council by December 2019	1 quarterly report on investments made was done and submitted to council **Q2** Achieved 1 quarterly report on investments made was done and submitted to council	compiled and presented to Council in 2nd quarter **Q2** N/A	report Council resolution **Q2** 6 months report for Q1 and 2 reports
Municipal Financial Management and Viability	To report on all contracts awarded	Financial managemen t	Number of contracts awarded reported to council by June 2020.	Report to council on all contracts awarded by June 2020	Mrs B.D Motlhap ing	Mr Molaolwe	N/A	N/A	Report on all contracts awarded submitted to council by September 2019	Report on all contracts awarded submitted to council by December 2019	**Q1** Achieved Report on all contracts awarded was submitted to council **Q2** Report on all contracts awarded was submitted to council	Q1 & Q2 N/A	Q1 Copy of the report Q2 Copy of the report
Municipal Financial Management and Viability	To update suppliers database	Financial managemen t	Number of updated suppliers database by June 2020	4 updated suppliers database by June 2020	Mrs B.D Motlhap ing	Mr Molaolwe	N/A	N/A	1 updated suppliers database by September 2019	1 updated suppliers database by December 2019	**Q1** Achieved 1 supplier database was upgraded	Q1 & Q2 N/A	Q1 Copy of updated supplier database

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS		PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
									Q1	Q2			
											Q2 1 supplier database was upgraded		**Q2** Copy of updated supplier database
Municipal Financial Management and Viability	To publicize all contracts awarded on the municipal website	Financial managemen t	Number of published contracts awarded on the municipal website by June 2020.	4 publications contracts awarded on the municipal website by June 2020	**Mrs B.D Motlhap ing**	**Mr Molaolwe**	**N/A**	**N/A**	Publication of contracts awarded on the municipal website by September 2019	Publication of contracts awarded on the municipal website by December 2019	**Q1 & Q2** Not Achieved	**Q1 & Q2** **Reasons for Deviation**: Website is not working **Remedial Actions:** -Service Provider to be engaged on the functioning of the website -Information will be place on during the Next Quarter	**Q1** Copy of publications **Q 2** Copy of publications
Municipal Financial Management and Viability	To compile a GRAP compliant Asset register for Council	Financial managemen t	Number of updated GRAP compliant asset register	4 updated GRAP compliant asset register completed and submitted to council	**Mrs B.D Motlhap ing**	**Mr Molaolwe**	**N/A**	**N/A**	1 updated GRAP compliant asset register completed and submitted to Council	1 updated GRAP compliant asset register completed and submitted to Council	**Q1 & Q2** Achieved 2 updated GRAP compliant asset register were completed and submitted to Council	**Q1 & Q2** N/A	**Q1** Copy of the register Council resolution **Q2** Copy of the register

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS		PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
									Q1	Q2			
													Council resolution
Municipal Financial Management and Viability	To perform monthly inventory stock counts.	Financial managemen t	Number of inventory stock counts by June 2020	12 monthly reports on inventory stock count performed by June 2020	**Mrs B.D Motlhap ing**	**Mr Molaolwe**	**N/A**	**N/A**	3 Monthly reports on inventory stock counts performed by September 2019	3 Monthly reports on inventory stock counts performed by December 2019	**Q1 & Q2** Achieved 6 Monthly reports on inventory stock counts were performed	**Q1 & Q2** N/A	**Q1** 3 copies of monthly reports **Q2** 3 copies of monthly reports

KEY PERFORMANCE AREAS (KPA)	STRATEGIC OBJECTIVE	PROGRAMME	KEY PERFORMANCE INDICATORS (KPI)	ANNUAL TARGET	RESPONSIBLE PERSON	CUSTODIAN	BUDGET	EXPENDITURE	QUARTERLY TARGETS		PROGRESS REPORTS	REASONS FOR DEVIATION AND REMEDIAL ACTION	PORTFOLIO OF EVIDENCE
									Q1	Q2			
Local Economic Development	To promote Economic Development and Tourism	Job Creation Programme	Number of Jobs created through Expanded Public Works Programme (EPWP) by June 2020	240 jobs created through EPWP by June 2020	**Mr K.V Phiri**	**Mr B. Loeto**	**N/A**	**N/A**	60 jobs created through EPWP by September 2019	60 jobs created through EPWP by December 2019	**Q1 & Q2** Achieved 120 jobs created through EPWP	**Q1 & Q2** N/A	**Q1 & Q2** Attendance registers
Local Economic Development	To promote Economic Development and Tourism	Enterprise Development Program	Number of SMME supported by June 2020	20 SMME supported by June 2020	**Mr K.V Phiri**	**Mr B. Loeto**	**N/A**	**N/A**	5 SMME supported by September 2019	5 SMME supported by December 2019	**Q1 & Q2** **Achieved** 31 SMMEs supported (subcontractor)	**Q1 & Q2** N/A	**Q1 & Q2** List of SMMEs
Local Economic Development	To promote Economic Development and Tourism	Enterprise Development Program	Number of Local Economic Development Projects coordinated and supported by June 2020	24 Local Economic Development Projects coordinated and supported by June 2020	**Mr K.V Phiri**	**Mr B. Loeto**	**N/A**	**N/A**	6 Local Economic Development Projects coordinated and supported by September 2019	6 Local Economic Development Projects coordinated and supported by December 2019	**Q1 & Q2** Achieved 12 Local Economic Development Projects coordinated	**Q1 & Q2** N/A	**Q1 & Q2** List of projects
Local Economic Development	To promote Economic Development and Tourism	Enterprise Development Program	Number of LED Strategy reviewed by June 2020	1 LED Strategy reviewed by June 2020	**Mr K.V Phiri**	**Mr B. Loeto**	**R500 00 0.00**	**R245 000.00**	Appointment of service provider	Progress report on the reviewed strategy	**Q1** Achieved Appointment of service provider **Q2** Achieved Report on the	**Q1 & Q2** N/A	**Q1** Appointment letter **Q2** Report on the reviewed strategy

											reviewed strategy		
Local Economic Development	To` promote Economic Development and Tourism	Enterprise Development Program	Number of LED summit held by December 2019	1 LED summit to be held by November 2019	**Mr K.V Phiri**	**Mr B. Loeto**	**R150 000.00**	**R139 000.00**		Hold an LED summit by December 2019	Achieved LED summit held	N/A	Attendance registers
Local Economic Development	To promote Economic Development and Tourism	Enterprise Development Program	Number of Tourism exhibitions conducted by June 2020	4 Tourism exhibitions conducted by June 2020	**Mr K.V Phiri**	**Mr B. Loeto**	**R120 000.00**	**R0**	1 Tourism exhibition conducted by September2019	1 Tourism exhibition conducted by December 2019	**Q1 & Q2** Not achieved	**Q1 & Q2** **Reasons for Deviation:** Limited capacity due to the resignation of the tourism officer **Remedial Action:** Exhibition will be done in the next quarter	**Q1 & Q2** Attendance registers
Local Economic Development	To promote Economic Development and Tourism	Enterprise Development Program	Number of Tourism Cultural Centres established by June 2020	Phase 1 of Tourism Cultural Centre established by June 2020	**Mr K.V Phiri**	**Mr B. Loeto**	**R13 million**	**R0**	Appointment of service provider by September 2019	Phase 1 construction starts by December 2019	**Q1 & Q2** Not Achieved	**Q1 & Q2** **Reasons for Deviation:** Budget not yet been made available by the mines. This is an SLP project. **Remedial Action:** The municipality had a meeting with DMR to	**Q1** Appointment letter **Q2** Progress report on phase 1

												facilitate the speeding up of SLPs for implementation	

Municipal Manager's Quality Certificate

JOE MOROLONG LOCAL MUNICIPALITY

JOE MOROLONG
LOCAL MUNICIPALITY

NC 451

QUALITY CERTIFICATE

I, Tebogo Tlhoaele, Municipal Manager of JOE MOROLONG LOCAL MUNICIPALITY, hereby certify that the Mid-Year Budget and Performance Assessment Reports have been prepared In accordance with the Municipal Finance Management Act;(Act 56 of 2003) and regulations made under the act are consistent with the Annual Budget and the Integrated Development Plan of the municipality.

PRINT NAME: Tebogo Tlhoaele

Municipal Manager of JOE MOROLONG LOCAL MUNICIPALITY (NC 451)

Signature: ....

Date : 05/02/2020