

AMAHLATHI LOCAL MUNICIPALITY



MID YEAR PERFORMANCE REPORT

2019/20

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1. INTRODUCTION

Section 72 of the Municipal Finance Management Act requires that the Accounting Officer of a municipality should by the 25th January each year:-

- (a) Assess the performance of a municipality during the first half of the financial year, taking into account
 - (i) the monthly statements
 - (ii) the municipality service delivery performance during the first half of the financial year and the indicators and targets as per service delivery and budget implementation plan
- (b) Submit a report on such assessment to
 - (i) the Mayor of the municipality
 - (ii) the National Treasury
 - (iii) the relevant Provincial Treasury

The Amahlathi Local Municipality is reporting for the institutional performance relating to 2019/2020 financial year, as required by the Municipal Systems Act No 32 of 2000 and Municipal Finance Management Act No 56 of 2003. In terms of section 72 of the Local Government: Municipal Finance Management Act (ActNo.56 of 2003) the accounting officer of a municipality must, by the 25 January of every year, assess the performance of the municipality during the first half of the financial year. In terms of section 51(1), the mayor must report to the council by the 31st of January of the financial year.

1.1 PERFORMANCE MANAGEMENT IMPLEMENTATION AT AMAHLATHI LOCAL MUNICIPALITY

It must be noted that the first half of the financial year was an audit period, where Auditor General conducted audits on both finance and performance information.

The municipality received a qualified audit opinion which is regression compared to previous year where it received an unqualified opinion with improvement on matters of emphasis. The AG's report on performance management also regressed. A detailed report on the AG's findings is attached as part of Annual report for 2018/2019 financial period.

The second quarter of 2019/2020 is a midterm assessment period for both budget and performance information as per section 72 of the MFMA.

PURPOSE

The purpose of this report is to account to public on the 2019/2020 mid-year institutional performance of Amahlathi Local Municipality. The report contains information entailed in the SDBIP formulated for the financial year 2019/2020. The information of the report concentrates on both the financial and service delivery performance assessment as contained in the municipality's Service delivery and budget Implementation plan. The report was compiled using 1st and 2nd quarter performance information received for the mid-year assessment.

Performance Audit

The municipality received a “qualified opinion” on the performance audit, however material misstatements were corrected during the audit and some will be corrected during 2019/20 mid-term review. The Auditor General also found that not all the planned targets were met during the year under review as indicators and targets were not suitably developed.

CONCLUSION

The municipality received a qualified audit opinion on its financial statements except for the possible effects of the matters described in the basis for qualified opinion section of auditor’s report, the financial statements present fairly, in all material respects, the financial position of the Amahlathi Local Municipality as at 30 June 2019. Basis for qualified opinion includes irregular expenditure, expenditure on bulk services and general expenses (free basic services). This can be improved through improved internal controls and increasing capacity.

2. SERVICE DELIVERY PERFORMANCE ASSESSMENT

The report is based on the analysed and evaluated information through a process whereby information of the key performance area, objectives, key performance indicators, programmes /projects reflect the Integrated Development Plan objectives of the Municipality for 2019/2020 financial year. Institutional and departmental performance of Amahlathi Local Municipality is based on the Service Delivery Budget Implementation Plan (SDBIP) scorecard. The SDBIP of the municipality comprises of five Key Performance Areas which are derived from Local Government’s Strategic Agenda and are aligned to our IDP cluster approach. These are:

- Basic Service Delivery and Infrastructure;
- Local Economic Development;
- Financial Viability and Management;
- Institutional Transformation and Organizational Development; and
- Good Governance and Public Participation

A Service Delivery Budget Implementation Plan (SDBIP), and Departmental Service Delivery and Budget Implementation Plans for each of the departments of the municipality, in line with appropriate guidelines and legislation, must be developed annually. Section 56 Employees are required to sign a Performance Agreement, as prescribed in the Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly Accountable to the Municipal Manager, in line with published regulations and/or amendments

The Midyear assessment is therefore based on the Service Delivery Budget Implementation Plans for the period 01 July 2019 to 31 December 2019.

The Amahlathi Local Municipality will be conducting its strategic planning which will culminate in a review of its Organizational structure and business processes as part of addressing all the challenges relating to under-performance in certain areas of service delivery.

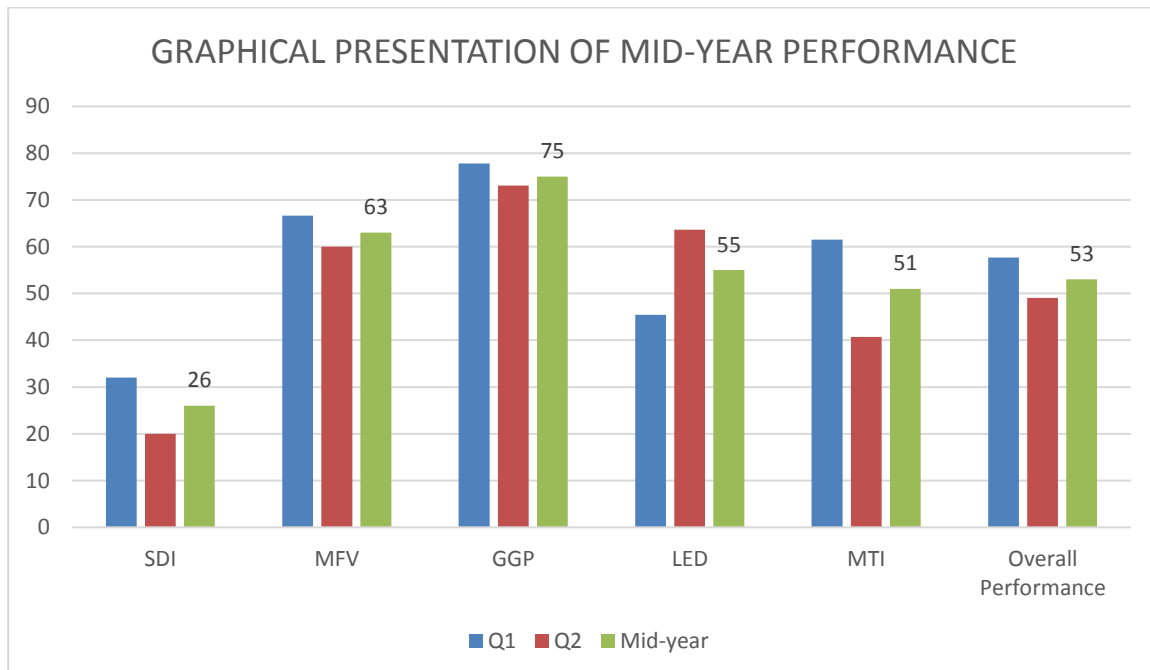
3. MID-YEAR 2019/2020 SDBIP PERFORMANCE

INSTITUTIONAL SDBIP PERFORMANCE OVERALL SUCCESS RATE

The ALM overall performance level stands at **53.36%** for the mid-year assessment reflecting a decrease from the first quarter result of **57.69%** and about **9.85%** increase when compared to 2018/19 mid-year performance which was **43.51%**.

The table below depicts the performance of the municipality per Key Performance Area. A more detailed look into each department is outlined in the next pages.

KEY PERFORMANCE AREA	Q1	Q2	Mid-Year
Overall Performance	57.69%	49.04%	53.36%
Basic Service Delivery and infrastructure	32%	20%	26%
Municipal Financial Viability	66.67%	60%	63%
Good Governance and Public Participation	77.78%	73.08%	75%
Local Economic Development	45.45%	63.64%	55%
Municipal Transformation and Institutional Development	61.54%	40.74%	51%



4. DEPARTMENTAL SDBIP PERFORMANCE

The following tables and graphs reflect a narrative of the mid-year service delivery performance assessment for the period July – December 2019 in line with the municipality's Service Delivery and Budget implementation Plan (SDBIP).

ENGINEERING

KEY PERFORMANCE AREA	Q1	Q2	Mid-Year
Overall Performance	15.79%	5.26%	10.53%
Municipal Transformation and Organizational Development	N/A	N/A	N/A
Good Governance and Public Participation	N/A	N/A	N/A
Municipal Financial Viability and Management	0%	0%	0%
Local Economic Development	0%	100%	50%
Basic Service Delivery and Infrastructure	17.64%	0%	8.82%

OFFICE OF THE STRATEGIC MANAGER

KEY PERFORMANCE AREA	Q1	Q2	Mid-Year
Overall Performance	81.82%	77.78%	79.8%
Municipal Transformation and Organizational Development	50%	66.67%	58.34%
Good Governance and Public Participation	100%	83.33%	91.67%
Municipal Financial Viability and Management	N/A	N/A	N/A
Local Economic Development	N/A	N/A	N/A
Basic Service Delivery and Infrastructure	N/A	N/A	N/A

PLANNING & DEVELOPMENT

KEY PERFORMANCE AREA	Q1	Q2	Mid-Year
Overall Performance	53.85%	50%	51.93%
Municipal Transformation and Organizational Development	50%	0%	25%
Good Governance and Public Participation	N/A	N/A	N/A
Municipal Financial Viability and Management	N/A	N/A	N/A
Local Economic Development	50%	60%	55%
Basic Service Delivery and Infrastructure	100%	100%	100%

BUDGET & TREASURY OFFICE

KEY PERFORMANCE AREA	Q1	Q2	Mid-Year
Overall Performance	66.67%	75%	70.84%
Municipal Transformation and Organizational Development	N/A	N/A	N/A
Good Governance and Public Participation	100%	100%	100%
Municipal Financial Viability and Management	66.67%	77.78%	72.23%
Local Economic Development	0%	0%	0%
Basic Service Delivery and Infrastructure	N/A	N/A	N/A

CORPORATE SERVICES

KEY PERFORMANCE AREA	Q1	Q2	Mid-Year
Overall Performance	66.66%	56.25%	61.46%
Municipal Transformation and Organizational Development	66.66%	56.25%	61.46%
Good Governance and Public Participation	100	0	50
Municipal Financial Viability and Management	N/A	N/A	N/A
Local Economic Development	N/A	N/A	N/A
Basic Service Delivery and Infrastructure	N/A	N/A	N/A

COMMUNITY SERVICES

KEY PERFORMANCE AREA	Q1	Q2	Mid-Year
Overall Performance	64.7%	41.18%	52.94%
Municipal Transformation and Organizational Development	60%	20%	40%
Good Governance and Public Participation	N/A	N/A	N/A
Municipal Financial Viability and Management	80%	40%	60%
Local Economic Development	N/A	N/A	N/A
Basic Service Delivery and Infrastructure	57.14%	57.14%	57.14%

MUNICIPAL MANAGER'S OFFICE

KEY PERFORMANCE AREA	Q1	Q2	Mid-Year
Overall Performance	64.71%	70.59%	67.65%
Municipal Transformation and Organizational Development	N/A	N/A	N/A
Good Governance and Public Participation	N/A	N/A	N/A
Municipal Financial Viability and Management	N/A	N/A	N/A
Local Economic Development	N/A	N/A	N/A
Basic Service Delivery and Infrastructure	N/A	N/A	N/A

5. SUMMARY OF ACHIEVEMENT AND CHALLENGES ON THE SDBIP

Achievement and challenges pertaining to strategic objectives of the institution are narrated below. Targets were achieved in the following Key Performance Indicators per strategic Objective to reach annual targets.

KPA1 : BASIC SERVICE DELIVERY AND INFRASTRUCTURE		
No	OBJECTIVE	ACTUAL PERFORMANCE/CHALLENGES IN TARGETS
SDI	To ensure provision of a sustainable road network within Amahlathi by 2022 and beyond	<p>ACTUAL PERFORMANCE</p> <ul style="list-style-type: none"> A total number of 8.1 km of gravel access and internal roads were bladed during the first half of the 2019/20 financial year. Attached is a signed quarterly report and dated pictures of work done. A total number of 8.165 km of municipal roads were re-gravelled during the first half of the 2019/20 financial year. Attached is a signed quarterly report and dated pictures of work done. 625 potholes patched during the first half of financial year. During the first half of 2019/20 financial year, 2.28km of storm water drains were unblocked by the Engineering Services department.
		<p>CHALLENGES</p> <ul style="list-style-type: none"> Most of machines are not roadworthy, some need major repairs and service. Financial constraints are the reason these machine couldn't be repaired Projects designs were ready by end of October 2019 and that tender documents and adverts were done in the month of November 2019. Currently all these projects are awaiting by the BEC and BAC respectively 0% km constructed during first half for all MIG projects,
SDI	To ensure connection of electricity to all households within the licensed areas by 2022.	<p>ACTUAL PERFORMANCE</p> <ul style="list-style-type: none"> 80% of reported faulty meters were repaired during Q1 OF 2019/2020 financial year
		<p>CHALLENGES</p> <ul style="list-style-type: none"> Financial constraints that led non-renewal of customer care system license.
SDI	To ensure effective, compliant and efficient disaster management services by 2022 and beyond	<p>ACTUAL PERFORMANCE</p> <ul style="list-style-type: none"> 0% construction of fire station

		<p>CHALLENGES</p> <p>Designs were completed by end October 2019 advert was issued in November 2019, currently project awaits award stage Variance report to be provided Designs were completed later in October 2019, adverts were issued in November 2019 and currently project is awaiting award. 0% construction of fire station as at end of second quarter</p>
SDI	To ensure provision of sustainable public facilities by 2022 and beyond	<p>ACTUAL PERFORMANCE</p> <ul style="list-style-type: none"> 53.95% of submitted complying building plans approved during the first half of the financial year.
		<p>CHALLENGES</p> <ul style="list-style-type: none"> Delays in procurement processes for community hall construction as well as demolishing municipal buildings Financial Constraints for renovations of community halls Some buildings plans were not approved due to Rezoning, Consolidations of applications and there were non-complying building plans
SDI	Ensure that solid waste is managed in an Integrated environmental friendly and sustainable manner	<p>ACTUAL PERFORMANCE</p> <ul style="list-style-type: none"> Draft IWMP and proof of submission to standing committee which held on the 14th August 2019, progress report on second draft review was also provided. Average of 6263 households and businesses with access to waste collection Attached Refuse was collected in 8 wards (1, 4, 5, 6, 8, 13, 14 & 15) of Amahlathi Local Municipality during the first quarter of 2019/20 financial year. 3 Waste management awareness campaigns was held as follows: Mlungisi Primary School – 10/09/2019 and Kei Road Combined School – 12/09/2019 Keiskammahoek on the 29th October 2019
		<p>CHALLENGES</p> <p>There were system errors in terms of reporting correctly the total amount of houses and businesses with waste collected.</p>
SDI	"To protect life, property, environment and	<p>ACTUAL PERFORMANCE</p> <ul style="list-style-type: none"> 5 fire or disaster awareness campaigns conducted as follows 23/07/19- Upper Ngqumeya Village, 24/07/2019 - Mgwali village 25/11/2019 - Laangdraai 26/11/2019 - Goshen primary 06/12/2019 - Frankfort
		<p>CHALLENGES</p>

	economy from hazards	
SDI	To promote and ensure safety on municipal and public roads	ACTUAL PERFORMANCE
		<ul style="list-style-type: none"> A total number of 2 road roadblocks were conducted within the clusters of the municipality. The following dates were recorded: 2 Newden N6 25/10/2019, Cathcart main road N6 13/12/2019,
		CHALLENGES
		<ul style="list-style-type: none"> Traffic Officers had no uniform to conduct Road blocks for better part of the reporting period
SDI	To promote the culture of reading and effective use of library resources	ACTUAL PERFORMANCE
		<ul style="list-style-type: none"> 2 library awareness campaign conducted on the 23/08/19 at Kati- kati Community Hall 01/11/2019 - Sivuyile Primary school KKH
SDI	Promotion of Tourism through identification of Tourist areas	ACTUAL PERFORMANCE
		<ul style="list-style-type: none"> 3 signages were erected as follows; 1 in Stutterheim (Gubu dam) 2 in Keiskammahoe (Cata community museum/ Cata chalets)

KPA 2 : MUNICIPA FINANCIAL VAIBILITY		
	OBJECTIVE	ACTUAL PERFORMANCE /CHALLENGES IN TARGETS
MFV	To ensure an equitable, economical, transparent, fair and value - add supply chain management system/function by 2022	ACTUAL PERFORMANCE
		<ul style="list-style-type: none"> 2 quarterly report on performance of service providers, tenders awarded, deviations report and contract management report were all submitted to the Mayor within 15th days after end of the quarter.
	To maintain an accurate and complete fixed asset register that is compliant with GRAP by 2022	ACTUAL PERFORMANCE
		<ul style="list-style-type: none"> A signed updated schedule of additions to the FAR, copy of asset register and a proof of submission were provided during the first half of 2019/20 financial year. Qualified audit opinion has been obtained for audit of 2018/19 AFS

MFV	To ensure 80% expenditure of capital budget by 2022	ACTUAL PERFORMANCE
		<ul style="list-style-type: none"> 4.6% spending on MIG
MFV	Ensure 70% collection of income due from consumer debtors by 2022"	CHALLENGES
		<ul style="list-style-type: none"> Non submission of requested information by the required departments. Delays in procurement processes
MFV	To ensure unqualified audit opinion	ACTUAL PERFORMANCE
		<ul style="list-style-type: none"> 75.53% billed income collected for the first half of 2019/20
MFV	"To prepare a realistic and compliant budget in line with the objectives and strategies in the IDP by 2022	CHALLENGES
		<ul style="list-style-type: none"> Delays in development of revenue enhancement strategy due to cash flow challenges
MFV	To ensure effective, compliant and credible financial planning, management and reporting by 2022 and beyond.	ACTUAL PERFORMANCE
		<ul style="list-style-type: none"> GRAP Compliant AFS were submitted to AG and Treasury (Provincial and National) on the 31/08/19. Developed AFS plan were signed by the CFO and MM. Monthly and section 52D financial reports were submitted to the Mayor and Treasury within 10th working day of each month.
MFV	To ensure effective, compliant and credible financial planning, management and reporting by 2022 and beyond.	ACTUAL PERFORMANCE
		<ul style="list-style-type: none"> A budget process plan was submitted to council support for approval on the 22/08/2019 however was tabled on the 10th September 2019. Correspondence providing guidance for budget process was sent to all HODs on the 02/12/2019
MFV	To ensure effective, compliant and credible financial planning, management and reporting by 2022 and beyond.	ACTUAL PERFORMANCE
		<ul style="list-style-type: none"> 0.61% Cost coverage ration achieved
MFV	To ensure effective, compliant and credible financial planning, management and reporting by 2022 and beyond.	CHALLENGES
		<ul style="list-style-type: none"> Rise in employee cost and operational costs coupled with a decrease in revenue
KPA 3 : GOOD GOVERNANCE AND PUBLIC PARTICIPATION		
GGP		ACTUAL PERFORMANCE

	To deepen democracy through public participation	<ul style="list-style-type: none"> Report on petitions submitted to Council on the 30th of October 2019. Council minutes and registers were provided during the first quarter of 2019/20 financial year. 2 awareness programme conducted on the 17 September 2019 at Rabula village in ward 11 and on the 08th of October 2020 on youth enterprise development Report on functionality of ward committee attached reflecting meetings that were held during the first half.
GGP	Coordination and integration of Stakeholder engagement by 2022	<p><u>ACTUAL PERFORMANCE</u></p> <ul style="list-style-type: none"> 1 broader IGR Forum meeting held as follows; 03 September 2019. 26th November 2019. <p><u>CHALLENGES</u></p> <ul style="list-style-type: none"> Non sitting of IGR clusters
GGP	To develop and implement effective and compliant frameworks to improve planning and performance management by 2022	<p><u>ACTUAL PERFORMANCE</u></p> <ul style="list-style-type: none"> Document has been developed but not submitted to standing committee 2 quarterly reports on implementation of satellite model attached <p><u>CHALLENGES</u></p> <p>Delays in submission of satellite model to standing committees</p>
GGP	To promote effective Communication of Amahlathi business by 2022	<p><u>ACTUAL PERFORMANCE</u></p> <ul style="list-style-type: none"> No war rooms coordinated during the first half of the financial year <p><u>CHALLENGES</u></p> <p>Lack of commitment from community that could be due to the vastness of ward and municipal inability to provide transport and catering for such meetings</p>
GGP	To ensure a clean and accountable governance in Amahlathi by 2022	<p><u>ACTUAL PERFORMANCE</u></p> <ul style="list-style-type: none"> 2 quarterly risk management reports submitted to Risk Committee meetings as follows; 12 September 2019 10 December 2019 100% implementation of Internal audit risk assignments during the first half of the financial year 2 awareness campaigns on fraud awareness conducted as follows; 30 September 2019 12 December 2019 Reports on implementation of audit committee recommendations have been submitted to Audit Committee as follows; 12 September 2019 22nd November 2019 2 reports on implementation of compliance plan were obtained 2 reports on legal matters and their status with financial implications and legal opinion

		<p>CHALLENGES</p> <ul style="list-style-type: none"> • Delays in appointment of Audit Committee which resulted in submission of Annual Financial Statements and Annual Performance report that were not reviewed by the said committee. • The meeting/visits could not take place due to committee not meeting the quorum • The programs were clatching with special Council meetings
GGP	Ensure effective & efficient resolution of legal matters	<p>ACTUAL PERFORMANCE</p> <ul style="list-style-type: none"> • Report on implementation of compliance plan attached • 2 reports on legal matters and their status with financial implications and legal opinion
GGP	To ensure mainstreaming of special programmes into Amahlathi Municipality programmes by 2022	<p>ACTUAL PERFORMANCE</p> <ul style="list-style-type: none"> • 4 SPU programmes were conducted to support Youth at Great Kei Town Hall on the 25/08/2019 (Sport Promotion Programme), (Cleaning Campaign for women 26/07/19), Condom distribution on the 18/12/2019 at ward 13, Fun run held at Kei road in respect of 16 days of activism against women and children abuse on the 30/11/2019, Handing over seedling to disabled on the 03/12/2019 at Ethembeni, Handover ceremony in respect of older persons on the 16th October at Keiskammahoek. <p>CHALLENGES</p> <ul style="list-style-type: none"> • Financial constraints
	To promote effective Communication of Amahlathi's business by 2022	<p>ACTUAL PERFORMANCE</p> <ul style="list-style-type: none"> • 2 awareness campaigns was conducted on 28 August 2019 for Planning and Development Department and for Corporate Services Department on the 11th of November 2019 • 4 radio interviews were conducted 3 by Mayor and 1 by Communication Manager. Signed Report by HoD attached with dated pictures and attendance register; 09 July 2019 22 July 2019 25 July 2019 08 August 2019 • 6 audio visual on Mandela day celebration, Enough is enough gathering, rebuilding amahlathi initiative, Team building, wellness day and commemorating world aids day, Candle light memorial in Cathcart, Keiskammahoek clean-up campaign and business Trading bylaws, • Newsletter was developed <p>CHALLENGES</p> <ul style="list-style-type: none"> • Financial constraints
GGP	Strengthening Amahlathi ICT systems and networks for future generations by 2022	<p>ACTUAL PERFORMANCE</p> <ul style="list-style-type: none"> • 80.9% of information for municipal users back-upped only during first half of the financial year. • 2:68 minutes average working hours' time taken to attend logged faults

		ACTUAL PERFORMANCE
GGP	Ensure effective & efficient resolution of legal matters	<ul style="list-style-type: none"> Report reflecting 100% implementation of the compliance plan is attached for first quarter of 2018/19 financial year. Compliance plan with progress or status and Compliance register attached 1 Report on legal matters and their status with financial implications was submitted to Corporate Services Standing Committee during first quarter Report and proof of submissions attached.
GGP	To ensure compliant, effective and efficient customer management by 2022 and beyond.	<p>ACTUAL PERFORMANCE</p> <ul style="list-style-type: none"> 100% of system related queries resolved during
GGP	To ensure business continuity in the event of a disaster by 2022 and beyond	<p>ACTUAL PERFORMANCE</p> <ul style="list-style-type: none"> Daily backups done on Financial system, Payroll and HR systems

KPA 4 : LOCAL ECONOMIC DEVELOPMENT		
No	OBJECTIVE	ACTUAL PERFORMANCE /CHALLENGES IN TARGETS
LED	To improve implementation of the government intervention programme to eliminate poverty by 2022.	<p>ACTUAL PERFORMANCE</p> <ul style="list-style-type: none"> 61 jobs were created during 2019/2020 financial year.
		<p>CHALLENGES</p> <ul style="list-style-type: none"> Challenges in reporting due system and inability in working hours due to connectivity Conflicts between community and councillors
LED	To stimulate growth of the local economy through robust programmes by 2022.	<p>ACTUAL PERFORMANCE</p> <ul style="list-style-type: none"> 1% of Amahlathi procurement expenditure benefitted SMMEs Contractor Support Process Plan and Updated Contractor data base developed and a Correspondence to National Development Agency (NDA) requesting capacitation of SMMEs received. Meetings were held with Fort Cox and Forestry institute (strategic partners on 4th December 2019) for twinning engagements. Meeting with DEDEAT were convened, Terms of reference are with Bid Specification Committee to mobilise partnerships for Keiskammahoek flagship project
		<p>CHALLENGES</p> <ul style="list-style-type: none"> Delays in procurement processes

KPA 4 : LOCAL ECONOMIC DEVELOPMENT		
No	OBJECTIVE	ACTUAL PERFORMANCE /CHALLENGES IN TARGETS
		<ul style="list-style-type: none"> Municipality does not have projects of R30 million and above which is requirement of subcontracting in terms of PPA. Delays were due to legal procedures to be followed by both Fort Cox College and Forestry Training Institute in signing the MoU.
LED	Promotion of Tourism through the establishment of Local Tourism Organisation and CTOs by 2022	<p>ACTUAL PERFORMANCE</p> <ul style="list-style-type: none"> Signed list of Beneficiaries and courses they will be trained on attached 2 Event attended on (26 June- 08 July 2019- Grahams town National Arts Festival), and exhibition of amahlathi crafters at Stutterheim on the 29/11/2019.
LED	To Stimulate local economy through Agricultural development by 2022	<p>ACTUAL PERFORMANCE</p> <ul style="list-style-type: none"> A request has been sent to DEDEAT to assist with funding to implement the project Signed quarterly report by HOD stating the needs that were analysed attached and the report on screening or selection of farmers attached <p>CHALLENGES</p> <ul style="list-style-type: none"> The municipality does not have funds to appoint a service provider to implement the project Meeting convened with DEDEAT and currently there is no delivery on this project
	<ul style="list-style-type: none"> To ensure value-maximisation of the forestry natural resource in line with local economic development by 2022. 	<ul style="list-style-type: none"> 50% implementation of activities on the forestry Implementation Plan as at end of December.

KPA 5 : MUNICIPAL TRANSFORMATION AND INSTITUTIONAL		
No	OBJECTIVE	ACTUAL PERFORMANCE /CHALLENGES IN TARGETS
MTI	To attract, retain, build capacity and maximise utilisation of Amahlathi Human Capital by 2022 and beyond	<p>ACTUAL PERFORMANCE</p> <ul style="list-style-type: none"> Report reflecting on Institutional Policy workshop that was conducted in October and that gaps were only identified on 3 polices and next session is scheduled for 3rd quarter Recruitment report with recruitments processes undertaken during the quarter attached. 3 EAP programme conducted on Cancer awareness session was held on the 20/08/19, on financial wellness education session on the 04/09/19.on World aids day and team building awareness on the 29th November 2019. Approved Occupational Health and Safety plan attached

		<ul style="list-style-type: none"> 1 bilateral meeting conducted with shop stewards on the 28/08/19 and 26/10/2019. 3 LLF meetings were held on the 11/07/19, 13/08/19 and 22/08/19 2 quarterly reports prepared on compliance with EEP targets
		CHALLENGES
		<ul style="list-style-type: none"> Delays in submission of reviewed organisational structure
MTI	Promotion of Community safety	ACTUAL PERFORMANCE
		<ul style="list-style-type: none"> 2nd Draft Liquor Bylaw developed still to be submitted to Community Safety Forum
MTI	To ensure effective and efficient and economical management of cemeteries	ACTUAL PERFORMANCE
		<ul style="list-style-type: none"> Draft Cemetery Management Policy developed and submitted to standing committee on the 14th August 2019 Situational Analysis report on Public amenities management plan attached
		CHALLENGES
	To ensure that all disaster incidents are attended	<ul style="list-style-type: none"> Delays in approval of reviewed disaster management plan
MTI		
MTI	To ensure effective, efficient and economical management of Fire and that disasters are attended	ACTUAL PERFORMANCE
		<ul style="list-style-type: none"> 1st Draft of Fire Management Plan attached
		ACTUAL PERFORMANCE
MTI	To ensure appropriate capacity building interventions by 2022	<ul style="list-style-type: none"> 2 Trainings occurred on the 15/07/19 (Local Labour Forum Training at Library) 04/09/19 (Training committee at Library)
		CHALLENGES
		<ul style="list-style-type: none"> Financial constraints
MTI	To ensure cost efficient and economical use of council resources commensurate to effective IDP implementation by 2022 and beyond	ACTUAL PERFORMANCE
		<ul style="list-style-type: none"> 2 reports on compliance with file plan attached.
MTI	To ensure cost efficient and economical use of council resources commensurate to effective IDP implementation by 2022 and beyond	ACTUAL PERFORMANCE
		<ul style="list-style-type: none"> 2 Quarterly reports on fleet Monitoring checklist signed by Fleet Officer and User department and tracker report attached 1st draft of fleet fuel monitoring strategy submitted to standing on the 12-11-2019 Standing committee minutes attached

		<p>CHALLENGES</p> <ul style="list-style-type: none"> The system was upgraded hence the challenges encountered in extracting reports
MTI	<p>To develop and implement effective and compliant frameworks to improve planning and performance management by 2022</p>	<p>ACTUAL PERFORMANCE</p> <ul style="list-style-type: none"> The process plan was submitted to Council support on the 22nd August however was adopted on the 10th of September 2019 2019/20 SDBIP was submitted to Treasury on the 08th of August and Cogta on the 25th July. 2 quarterly performance assessment report (Q4 – 2018/19) & (Q1 2019/20) were prepared and submitted to Council Copy of 2017/18 Unaudited Annual Report was prepared and submitted to the Council meeting and Auditor General by the 31st of August 2019. 29 accountability agreements for employees from task grade 12 upwards signed during first quarter
		<p>CHALLENGES</p> <ul style="list-style-type: none"> Non adherence to process plan Non- compliance with applicable legislations
MTI	<p>To promote sustainable Local economic development by 2022</p>	<ul style="list-style-type: none"> Terms of Reference, Process Plan and situation analysis developed for Spatial Development Strategy
		<p>CHALLENGES</p> <ul style="list-style-type: none"> COGTA who was supporting the institution is no longer giving this project a priority Delays in the appointment of service provider
GENERAL CHALLENGES		
<ul style="list-style-type: none"> Financial constraints affected the municipal performance Lack of Office Space Delays in billing due to system errors Delays due to sitting of Bid Committees delayed the appointment of service providers Qualified audit opinion on annual financial statements and performance management Reduction of equitable share due to demarcation High employee costs Limited tools of trade due to the 16th October incident has significant impact on municipal operation and performance Non-compliance with legislations in tabling and approving the strategic documents including the public participation. Lack of document processes and procedures for each function Submitted evidence to support targets claimed to be achieved is sometimes insufficient and not the expected evidence as reflecting in the SDBIP, that is causing delays in preparation of the report Delays on re-engineering of organisational structure that hampers filling of critical positions i.e. Electricity, PMU, Strategic Services Director positions etc. 		

6. GENERAL RECOMMENDATIONS BY THE MUNICIPAL MANAGER

- a. That Directorates re-align the Mid-Year Review to Monthly Projections of expenditure on the Operational and Capital budget based on the Midyear assessed SDBIP's
- b. That Mid –year Assessment be referred to the Oversight Committee for further recommendations for immediate implementation
- c. That monthly monitoring of SDBIP's and Capital Program through the respective Portfolio Committees be effective immediately
- d. That options for the implementation of the capital program be reviewed to ensure the effective and timeous implementation of the projects
- e. That internal project management processes be improved to ensure effective implementation of the capital program,
- f. That the Mid Year Budget and performance assessment report and the recommendations contained therein be noted for preparation of an Adjustment budget for the 2019/20
- g. That the 2019/20 SDBIP be revised considering all the challenges encountered by the Municipality that affected Institutional performance and performance Agreements of section 57 employees be amended accordingly.

**I SIKHULU-NQWENA
(MUNICIPAL MANAGER)**

DATE