



# Sundays River Valley Municipality

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@sundaysrivervalley

www.srvm.gov.za

23 Middle Street, Kirkwood, 6120

P.O. Box 47, Kirkwood, 6120



## MIDTERM PERFORMANCE REPORT:

1<sup>ST</sup> JULY 2023 - DECEMBER 2023

2023/2024 FINANCIAL YEAR



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## 1. BACKGROUND AND ASSESSMENT PROCESS

The purpose of the report is to inform the Council about the midterm performance based on the targets set in the approved SDBIP 2023/2024. The Mayor approved the SDBIP 2023 /2024 after the Council adopted the Annual Budget for 2023/2024 financial year as stipulated in s53 of the MFMA.

Section 28 (1) of the municipal performance regulations read in conjunction with *section 40 and 41(1)(i) and 41 (2) of the Municipal Systems Act, 2 of 2000*, prescribes the following schedule of performance reviews for the section 56 managers (municipal manager and managers directly accountable to the municipal manager) in relation to the signed performance agreement in view of monitoring of organisational performance:

- First quarter – July – September (*informal*)
- Second quarter – October – December
- Third quarter – January – March (*informal*)
- Fourth quarter – April – June

The municipality did not conduct any performance reviews for the Midterm, they are still to be conducted in second week of February 2024. Departmental reports and performance evidence files were reviewed by the PMS and Internal Audit Officials.

**The following departments were assessed.**

	Department	Person Responsible	Comment
1.	Office of the Municipal Manager	T Klaas: Municipal Manager	Reviewed



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2.	Financial Services	H Krapohl: Chief Financial Officer	Reviewed
3.	Corporate Services	P Kondile: Director Corporate Services	Reviewed
4.	Technical Services	X Mntonintshi: Director Technical Services	Reviewed
5.	Community Services	A Mbongwe: Director Community Services	Reviewed

## 2. ORGANISATIONAL PERFORMANCE ASSESSMENT REPORT

- Detailed performance for Midterm is attached.

## 3. OVERALL ORGANISATION PERFORMANCE FOR MIDTERM 2023/2024

Departments	Total Targets – Q1	Total Achieved	Not Achieved	% progress	Total Targets – Q2	Total Achieved	Not Achieved	% progress
Corporate Services	6	5	1	83%	6	3	3	50%
Technical Services	15	5	10	33.3%	15	7	8	46.6%
Community Services	4	3	1	75%	4	2	2	50%
Financial Services	15	12	3	80%	15	11	4	73.3%
Office of the Municipal Manager	3	1	2	33%	3	2	1	66.6%
<b>Overall municipal performance as per Q1</b>	<b>43</b>	<b>26</b>	<b>17</b>	<b>60.4%</b>	<b>43</b>	<b>25</b>	<b>18</b>	<b>58.1%</b>



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#### 4. COMMENTS BY MUNICIPAL MANAGER.

For the midterm performance, the municipality is at 59,3%. The challenges during the period under review included but not limited to the following:

- Late submission of departmental performance report from (Q1, Q2) in Finance department.
- The is lack of accountability from the officials who did not submit the reports on time.
- The issues raised during first quarter for reviews of quarter one, were not addressed on the second quarter. E.g. reasons for not achievement are not stated on the report.

#### COMMENTS BY PMS OFFICE

1. Directors to review the reports and POE submitted to the PMS office.
2. Directors to adhere to timeframes set for submission.
3. Departments to submit the evidence as stipulated in the SDBIP and report the actual performance/implementation (not target met or target not met) as guided by the reporting template.
4. Directors to ensure that the issues which were raised during the review process are addressed when reporting for the next quarter.
5. Directors to provide reasons for deviation and corrective action for non-performance with timelines.
6. Directors to ensure that all submitted minutes and reports are signed.

Prepared by: \_\_\_\_\_

**L C Tambo**

**IDP/PMS PRACTETIONER**

**APPROVED BY:**

\_\_\_\_\_



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**S H RUNE**

**MAYOR/SPEAKER**

**T KLAAS**

**MUNICIPAL MANAGER**