



PROVINCIAL TREASURY

Ref No: 12/1/6/4

Enq: Maduka N.D

Date: 7 January 2011

Municipal Finance Circular No.1 of 2011: Mid-year Performance Assessment Report and Adjustment Budget 2010/11

To: The Municipal Manager: Capricorn District Municipality.
The Municipal Manager: Blouberg Local Municipality
The Municipal Manager: Aganang Local Municipality.
The Municipal Manager: Molemole Local Municipality
The Municipal Manager: Polokwane Local Municipality
The Municipal Manager: Lepelle – Nkumpi Local Municipality.
The Municipal Manager: Sekhukhune District Municipality
The Municipal Manager: Makhuduthamaga Local Municipality
The Municipal Manager: Fetakgomo Local Municipality.
The Municipal Manager: Ephraim Mogale Local Municipality.
The Municipal Manager: Elias Motsoaledi Local Municipality.
The Municipal Manager: Greater Tubatse Local Municipality
The Municipal Manager: Mopani District Municipality.
The Municipal Manager: Greater Giyani Local Municipality.
The Municipal Manager: Greater Letaba Local Municipality.
The Municipal Manager: Greater Tzaneen Local Municipality
The Municipal Manager: Ba-Phalaborwa Local Municipality.
The Municipal Manager: Maruleng local Municipality.
The Municipal Manager: Waterberg District Municipality.

The Municipal Manager: Thabazimbi Local Municipality.
The Municipal Manager: Lephalale Local Municipality.
The Municipal Manager: Mookgopong Local Municipality.
The Municipal Manager: Modimolle Local Municipality
The Municipal Manager: Bela-Bela Local Municipality.
The Municipal Manager: Mogalakwena Local Municipality
The Municipal Manager: Vhembe District Municipality.
The Municipal Manager: Musina Local Municipality
The Municipal Manager: Mutale Local Municipality.
The Municipal Manager: Thulamela Local Municipality.
The Municipal Manager: Makhado Local Municipality.

Cc. The Chief Financial Officer: Capricorn District Municipality.
The Chief Financial Officer: Blouberg Local Municipality.
The Chief Financial Officer: Aganang Local Municipality.
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Dear Sir / Madam

TABLING AND SUBMISSION OF THE MID-YEAR BUDGET & PERFORMANCE ASSESSMENT REPORT AND ADJUSTMENT BUDGET 2010/11

1. This circular serves to remind you that in terms of the MFMA S72 (1) (a) (b) and the Municipal Budget & Reporting Regulations (MBRR) r 35, the accounting officer of a municipality must by **25th January** of each year assess the

- performance of the municipality during the first half of the financial year; and submit a report on such assessment in both printed and electronic form to the mayor of a municipality, the national treasury and the relevant provincial treasury.
2. In terms of the MBRR r33, the mid-year report of a municipality must be in the format specified in **Schedule C** and include all the required tables, charts, explanatory information, and the quality certificate, taking into account any guidelines issued by the Minister in terms of section 168(1) of the Act.
 3. Again, you are reminded that the MBRR r23 states that an adjustment budget referred to in section 28(2) (b) (d) and (f) of the MFMA may be tabled in the municipal council at any time **after** the mid-year budget and performance assessment report has been tabled in the municipal council, but not later than **28 February** of the current year.
 4. The MBRR r21 requires that an adjustments budget and supporting documentation of a municipality must be in the format specified in **Schedule B** and include all required tables, charts and explanatory information, taking in account any guideline issued by the Minister in terms of section 168(1) of the Act.
 5. Furthermore, MBRR r24 states that the municipal manager must comply with section 28(7) of the Act, read together with 22(b) (i) of the Act, within ten working days after the mayor has tabled an adjustments budget in the municipal council.
 6. All electronic and hard copies of both the mid-year report and the adjustment budget may be sent to iymreports@treasury.limpopo.gov.za and/or 56-58 Paul Kruger Street Polokwane for attention Mr. Maduka ND.
 7. Yours in public finance management.



Head of Department
Ramdharie N