

ZULULAND DISTRICT MUNICIPALITY  
DRAFT SERVICE DELIVERY & BUDGET  
IMPLEMENTATION PLAN

2010/11 FINANCIAL YEAR

INDUBEKELA PHAMBILI

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## **Background to the SDBIP**

In terms of Section 69 (3) (a) of the Municipal Finance Management Act, the Municipal Manager must submit the SDBIP to the Mayor within 14 after the approval of the Budget. The Mayor must subsequently approve the SDBIP within 28 days after the approval of the Budget in terms of Section 53 (1) (c) (ii) of the Municipal Finance Management Act. The Tabled Budget for the 2009/10 financial year was approved by Council on 31 March 2010, following an extensive public participation process to compile the Integrated Development Plan.

## **Purpose of the SDBIP**

The purpose of the SDBIP can be summarized as follows:

1. It is a vital link between the Mayor and the administration of the municipality;
2. It facilitates the process for holding management accountable for its performance;
3. It is a tool for implementation, management and monitoring; and
4. It further serves as the basis for the performance measurement in service delivery against the year-end targets and the implementation of the budget.

## **Importance of the SDBIP**

A properly formulated SDBIP will ensure that appropriate information is circulated internally and externally for purposes of monitoring the execution of the budget, and it:

- *Enables the Mayor to monitor the performance of the Municipal Manager,*
- *Municipal Manager to monitor the performance of the senior managers; and*
- *The community to monitor the performance of the municipality.*

It is the excellent mechanism that produces quarterly targets that are reported to ensure implementation of the IDP. The SDBIP will also empower all councilors specifically facilitating engagement at ward level and allow them to undertake the appropriate oversight and monitoring of programs. The SDBIP will also measure in-year progress in the implementation of the budget; under spending of budget will be dealt with at early stages because it is reviewed quarterly.

## **The Role of Council with regards to the SDBIP**

It is vitally important for Council to note that the components of the SDBIP are primary indicators of the municipality's performance on the annual Budget. In this regard, Councilors are encouraged to scrutinize the various components of the SDBIP and to pose questions where it is deemed necessary. This form of in-year reporting should uncover major problems and is aimed at ensuring that the Mayor and the Municipal Manager take the corrective steps when any unanticipated problems arise.

## **Role of the Accounting Officer in respect of the SDBIP**

The Accounting Officer must:

1. Implement the Budget;
2. Ensure that spending is in accordance with the Budget and ensure that the expenditure is reduced when revenue is anticipated to be less than projected in the Budget or the SDBIP;
3. Ensure that revenue and expenditure is properly monitored;
4. Prepare an adjustments Budget when necessary; and
5. Submit the draft SDBIP and draft annual performance agreements for the Municipal Manager and all senior managers.

## **The key components of the 2010/11SDBIP**

In terms of Circular No. 13 of the MFMA No. 56 of 2003, the SDBIP must contain:

- Monthly projections of revenue to be collected for each source;
- Monthly projections of expenditure by source;
- Monthly projections of expenditure (operating and capital) and revenue for each vote;
- Quarterly projections of service delivery targets and performance indicators of each vote;
- Detailed capital works plan broken down by ward over three years (Capital Plan – MIG);.

These components of the SDBIP are discussed below.

## **MONTHLY PROJECTIONS OF REVENUE PER SOURCE**

In terms of Section 15 of the MFMA, a municipality may, except where otherwise provided in this Act,

- incur expenditure only in terms of the approved Budget; and
- within the limits of the amounts appropriated for the different votes in the approved Budget.

One of the most important and basic priorities of a municipality is to collect all its revenue as budgeted for, failure to collect the revenue will undermine the municipality's ability to deliver services. The SDBIP contains the monthly projections of revenue to be collected per source for the 2010/11 financial year. The reason for the inclusion of this component of the SDBIP is to ensure that the municipality monitors revenue collected during the quarter as all expenditure to be incurred in terms of the approved Budget must be financed from realistically anticipated revenues to be collected.

The Accounting Officer must monitor the actual revenues received against those projected in the SDBIP and submit explanations of any remedial action to be taken to ensure that projected revenue and expenditure remain within the municipality's approved Budget. This type of information requires the municipality to take urgent remedial steps to ensure it improves on its revenue-collection capacity if it wants to maintain its levels of service delivery and expenditure.

The revenue for the 2010/11 is indicated below as follows:

### **Chart 1: Monthly projections of total Revenue per Source**

The municipality must ensure that it has instituted measures to achieve monthly revenue targets for each revenue source. In order to ensure realistic revenue projections and ultimately balanced budgets, the Zululand District Municipality has to have comprehensive, coherent revenue policies that take into account appropriate service delivery levels, standards, ability to pay and collection efforts. As shown in this chart more revenue is received from National grants and Provincial grants and slightly on services rendered by the municipality, this is because Zululand is dominated by rural areas and low income groups households.

**Monthly projections of revenue by source  
for Zutuland District Municipality for the year 2010/11**

**Monthly Projections of Revenue by Source**

Revenue by Source	BUDGET	July		August		September	
	TOTAL BUDGET	Target	Actual	Target	Actual	Target	Actual
Service Charges: Sale of Water	16,108,369	1,258,781	1,258,781	-	-	1,258,781	1,258,781
Service Charges: Sewerage Fees	4,763,367	396,949	396,949	-	-	396,949	396,949
Service Charges: Other	-	-	-	-	-	-	-
Rental of facilities and equipment	-	-	-	-	-	-	-
Interest on Investments	9,270,000	772,500	772,500	-	-	772,500	772,500
Government Grants and Subsidies	439,382,000	107,595,500	-	-	-	-	-
Other Income	-	-	-	-	-	-	-
Accumulated Surplus	71,495,540	5,957,128	5,957,128	-	-	5,957,128	5,957,128
<b>TOTALS</b>	<b>631,008,296</b>	<b>116,880,869</b>	<b>-</b>	<b>8,386,398</b>	<b>-</b>	<b>8,386,398</b>	<b>-</b>

Monthly projections of revenue by source  
for Zutland District Municipality for the year 2010/11

**Monthly Projections of Revenue by Source**

Revenue by Source	October		November		December	
	Target	Actual	Target	Actual	Target	Actual
Service Charges: Sale of Water	1,258,781	-	1,258,781	-	1,258,781	-
Service Charges: Sewerage Fees	396,849	-	396,849	-	396,849	-
Service Charges: Other	-	-	-	-	-	-
Rental of facilities and equipment	-	-	-	-	-	-
Interest on Investments	772,500	-	772,500	-	772,500	-
Government Grants and Subsidies	107,565,500	-	-	-	-	-
Other Income	-	-	-	-	-	-
Accumulated Surplus	5,957,128	-	5,957,128	-	5,957,128	-
<b>TOTALS</b>	<b>115,980,638</b>	<b>-</b>	<b>8,385,358</b>	<b>-</b>	<b>8,385,358</b>	<b>-</b>

**Monthly projections of revenue by source  
for Zuidland District Municipality for the year 2010/11**

**Monthly Projections of Revenue by Source**

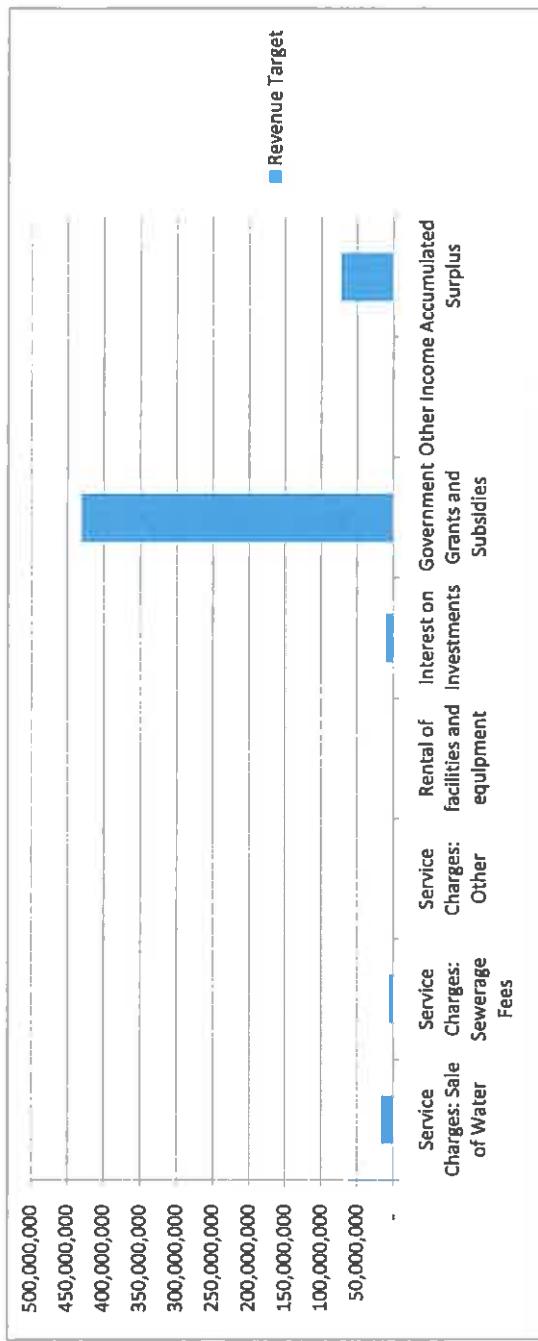
Revenue by Source	January		February		March	
	Target	Actual	Target	Actual	Target	Actual
Service Charges: Sale of Water	1,258,781	-	1,258,781	-	1,258,781	-
Service Charges: Sewerage Fees	396,949	-	396,949	-	396,949	-
Service Charges: Other	-	-	-	-	-	-
Rental of facilities and equipment	772,500	-	772,500	-	772,500	-
Interest on Investments	107,595,500	-	-	-	-	-
Government Grants and Subsidies	-	-	-	-	-	-
Other Income	5,957,128	-	5,957,128	-	5,957,128	-
Accumulated Surplus	115,980,658	-	6,385,398	-	6,385,398	-
<b>TOTALS</b>						

**Monthly projections of revenue by source  
for Zuluiland District Municipality for the year 2010/11**

**Monthly Projections of Revenue by Source**

Revenue by Source	April		May		June		Totals	
	Target	Actual	Target	Actual	Target	Actual	Target	Actual
Service Charges: Sale of Water	1,258,781	1,258,781	1,258,781	1,258,781	1,258,781	1,258,781	18,105,369	18,105,369
Service Charges: Sewerage Fees	396,949	-	396,949	-	396,949	-	4,763,397	4,763,397
Service Charges: Other	-	-	-	-	-	-	-	-
Rental of facilities and equipment	-	-	-	-	-	-	-	-
Interest on Investments	772,500	-	772,500	-	772,500	-	9,270,000	9,270,000
Government Grants and Subsidies	107,595,500	-	-	-	-	-	430,382,000	430,382,000
Other Income	-	-	-	-	-	-	-	-
Accumulated Surplus	5,957,128	-	5,957,128	-	5,957,128	-	71,485,840	71,485,840
<b>TOTALS</b>	<b>115,980,868</b>	<b>-</b>	<b>8,386,368</b>	<b>-</b>	<b>8,386,368</b>	<b>-</b>	<b>631,008,298</b>	<b>-</b>

## Chart Revenue by Source



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## **MONTHLY PROJECTIONS OF EXPENDITURE PER SOURCE**

The monthly projections of expenditure per source is not included in terms of circular No 13 of the MFMA, but we as Zululand District Municipality have decided to add this component in order to see the movement of expenditure per source on monthly basis to be able to respond promptly and to initiate any remedial steps when necessary

## **PROJECTIONS OF REVENUE & EXPENDITURE PER VOTE**

It is important to view expenditure in relation to the revenue used to finance it. In this context, it is easy to see when expenditure exceeds Revenue and the necessary remedial steps can then be taken to correct this situation. Failure to monitor expenditure in relation to Revenue will seriously hamper the municipality's ability to achieve its strategic goals for the year.

### **Chart 2: Monthly Projections of Expenditure and Revenue per Vote**

Compares the planned revenue and expenditure for the 2010/11 financial year. It is clear that Zululand District Municipality will spend a lot in the provision of water to the community that it serves.

## **QUARTERLY PROJECTIONS OF SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS OF EACH VOTE**

In terms of the SDBIP, Zululand District Municipality is required to provide non-financial measurable performance objectives in the form of service delivery targets and other performance indicators. Service delivery targets relate to the level and standards of service being provided to the community, and include targets for the reductions in backlogs of basic services.

The goals and objectives set by Council as quantifiable outcomes that should be implemented by the administration over the next financial year are indicated on the sheet below.

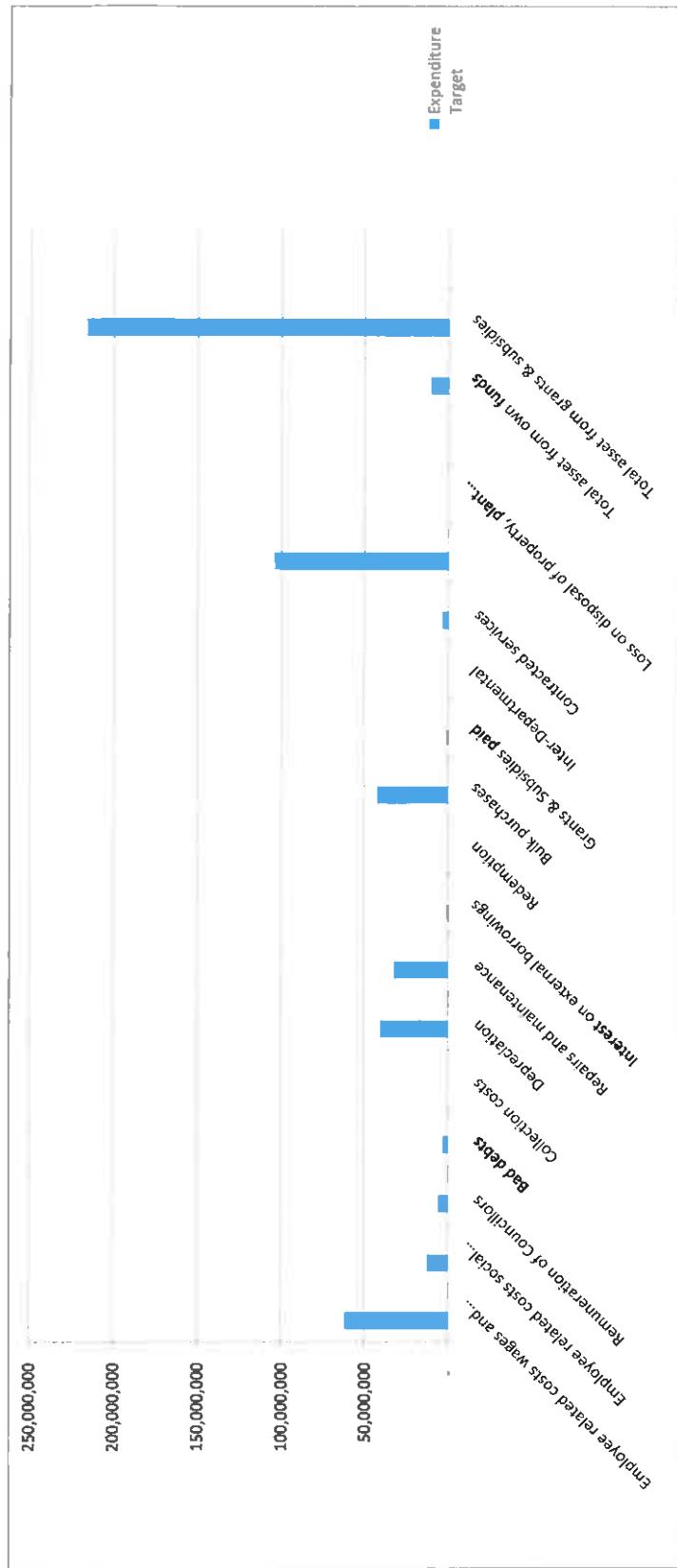
**Monthly projections of expenditure by source  
of Zululand District Municipality for the year 2010/11**

Massachusetts Examinations of Physicians This Year

Statement of Expenditure by Source										November	
BUDGET					July		August			September	
TOTAL BUDGET		Target	Actual	Target	Target	Actual	Target	Actual	Target	Actual	Target
<b>Operating Expenditure</b>											
Employee related costs wages and salaries	61,571,375	5,130,948	5,130,948	5,130,948	5,130,948		5,130,948		5,130,948		5,130,948
Employee related costs social contribution	12,104,852	1,008,748	1,008,748	1,008,748	1,008,748		1,008,748		1,008,748		1,008,748
Ramification of Councilman	5,619,417	469,285	469,285	469,285	469,285		469,285		469,285		469,285
Capitalisation costs	2,815,244	242,837	242,837	242,837	242,837		242,837		242,837		242,837
Depreciation	201,294	19,272	19,272	19,272	19,272		19,272		19,272		19,272
Repairs and maintenance	40,000,000	3,333,333	3,333,333	3,333,333	3,333,333		3,333,333		3,333,333		3,333,333
Interest on external borrowings	31,687,032	2,658,086	2,658,086	2,658,086	2,658,086		2,658,086		2,658,086		2,658,086
Rodemption	484,013	40,334	40,334	40,334	40,334		40,334		40,334		40,334
Bur. Distributions	41,012,756	3,492,750	3,492,750	3,492,750	3,492,750		3,492,750		3,492,750		3,492,750
Gains & Subsidies paid	949,684	79,141	79,141	79,141	79,141		79,141		79,141		79,141
Intra-Departmental	-	-	-	-	-		-		-		-
Contracted Services	3,362,785	280,730	280,730	280,730	280,730		280,730		280,730		280,730
General expenses - other (including photocopying expenses)	103,916,513	8,638,959	8,638,959	8,638,959	8,638,959		8,638,959		8,638,959		8,638,959
Less on disposal of Property, plant and equipment	304,068,028	26,414,002	26,414,002	26,414,002	26,414,002		26,414,002		26,414,002		26,414,002
<b>Capital Expenditure</b>											
Total asset from own funds	10,214,272	891,189	891,189	891,189	891,189		891,189		891,189		891,189
Total asset from grants & subsidies	215,824,000	17,985,323	17,985,323	17,985,323	17,985,323		17,985,323		17,985,323		17,985,323
Net Capital Expenditure	226,038,272	19,878,623	19,878,623	19,878,623	19,878,623		19,878,623		19,878,623		19,878,623
<b>TOTAL EXPENDITURE</b>	631,098,297	44,280,825	44,280,825	44,280,825	44,280,825		44,280,825		44,280,825		44,280,825



## Chart Expenditure by Source



Monthly Projections of Expenditure & Revenue by Vote  
for Zululand District Municipality for the year 2010/11

APPROVED BUDGET							July		
Department	Operating Exp	Capital Exp	Revenue	Operating Exp	Actual OpeX	Capital Exp	Actual	Revenue	Actual
Executive and Council	73 858 852	-	6 163 321	-	-	-	-	-	-
Finance	14 674 746	2 060 000	280 925 540	1 222 895	170 633	-	-	56 252 128	-
Corporate Services	21 120 047	842 272	-	1 780 004	70 188	-	-	-	-
Community Development	40 214 121	179 000	-	3 349 000	3 351 177	14 887	-	-	-
Planning & MSA	21 889 518	3 231 000	12 224 000	1 822 377	-	209 290	-	3 056 000	-
Water	125 215 513	219 739 000	238 573 862	10 494 820	16 311 583	-	-	1 619 580	-
Waste Water Management	7 815 228	-	435 784	658 602	-	-	-	35 148	-
Total	304 848 028	226 038 772	531 008 298	25 414 002	-	16 436 623	-	62 983 658	-

Monthly Projections of Expenditure & Revenue by Vote  
for Zululand District Municipality for the year 2010/11

Department	August						September					
	Operating Exp	Capital Exp	Actual	Revenue	Actual	Operating Exp	Capital Exp	Actual	Revenue	Actual	Revenue	Actual
Executive and Council	8,163,321	-	-	5,937,128	-	8,183,321	-	-	170,823	-	5,957,128	-
Finance	1,222,885	170,823	-	-	-	1,222,885	-	-	-	-	-	-
Corporate Services	1,760,004	70,189	-	-	-	1,790,004	-	-	70,189	-	-	-
Community Development	3,351,177	-	-	14,887	-	3,351,177	-	-	14,907	-	-	-
Planning & MSA	1,822,377	-	-	269,250	-	1,822,377	-	-	269,250	-	-	-
Water	10,434,828	18,311,983	-	1,619,580	-	10,434,828	18,311,983	-	1,619,580	-	55,604,330	-
Waste Water Management	655,802	-	-	36,149	-	659,802	-	-	36,149	-	36,149	-
Total	26,414,902	-	16,536,523	-	7,612,857	-	25,444,002	-	16,536,523	-	81,657,607	-

Monthly Projections of Expenditure & Revenue by Vote  
for Zululand District Municipality for the year 2010/11

Department	Monthly Projections for expenditure and revenue by vote						November					
	Operating Exp	Actual Oper	Capital Exp	Actual	Revenue	Actual	Operating Exp	Actual	Capital Exp	Actual	Revenue	Actual
Executive and Council	8,163,321	-	-	-	-	-	8,163,321	-	-	-	-	-
Finance	1,222,895	170,833	-	58,072,132	-	-	1,222,895	-	170,833	-	-	5,927,128
Corporate Services	1,780,004	70,159	-	-	-	-	1,780,004	-	70,159	-	-	-
Community Development	3,351,177	-	14,687	-	-	-	3,351,177	-	14,687	-	-	-
Planning &WSA	1,622,377	-	269,250	-	3,056,000	-	1,622,377	-	269,250	-	-	-
Water	10,434,828	18,311,533	-	1,619,580	-	-	10,434,828	-	1,619,583	-	-	55,804,330
Waste Water Management	658,602	-	-	38,149	-	-	658,602	-	-	-	-	30,149
Total	25,444,002	-	16,836,523	-	62,753,661	-	25,444,002	-	16,836,523	-	-	61,887,607

Monthly Projections of Expenditure & Revenue by Vote  
for Zululand District Municipality for the year 2010/11

Monthly Projections for expenditure and revenue by vote						January						
Department	Operating Exp	Actual	Capital Exp	Actual	Revenue	Actual	Operating Exp	Actual	Capital Exp	Capital Exp	Revenue	Actual
Executive and Council	6,163,321	-	170,633	-	5,927,128	-	6,163,321	-	170,833	-	58,252,128	
Finance	1,222,895	-	70,168	-	-	-	1,222,895	-	-	-	-	
Corporate Services	1,780,004	-	14,667	-	-	-	1,780,004	-	70,169	-	-	
Community Development	3,351,177	-	269,250	-	-	-	3,351,177	-	14,687	-	-	
Planning & WSA	1,622,377	-	16,311,563	-	1,619,560	-	1,622,377	-	269,250	-	3,058,000	
Water	10,434,826	-	-	-	10,334,826	-	-	-	16,311,583	-	1,618,580	
Waste Water Management	656,602	-	-	-	38,148	-	658,602	-	-	-	38,148	
Total	25,414,002	-	16,826,523	-	7,582,857	-	25,414,002	-	16,836,523	-	62,963,657	

Monthly Projections of Expenditure & Revenue by Vote  
for Zilliland District Municipality for the year 2010/11

Department	February			Revenue		
	Operating Exp	Actual Oper	Capital Exp	Actual	Revenue	Actual
<b>Monthly Projections for expenditure and revenue by vote</b>						
Executive and Council	6,183,321	-	-	-	5,857,128	
Finance	1,222,885	170,833	-	-		
Corporate Services	1,780,004	70,188	-	-		
Community Development	3,351,177	14,687	-	-		
Planning & MSA	1,822,377	269,250	-	-		
Water	10,434,828	19,311,583	-	-	1,618,580	
Waste Water Management	856,602	-	-	-	36,149	
Total	26,414,002	-	18,838,523	-	7,612,557	-

**Monthly Projections of Expenditure & Revenue by Vote  
for Zululand District Municipality for the year 2010/11**

Department	Monthly Projections for expenditure and revenue by vote			March		
	Operating Exp	Actual Exp	Capital Exp	Revenue	Actual	
Executive and Council	6,185,321	-	-	5,957,128		
Finance	1,222,895	170,833	70,189			
Corporate Services	1,780,004					
Community Development	3,351,177	14,697				
Planning & MSA	1,822,377	289,250				
Water	10,434,928	18,311,583	55,804,330			
Waste Water Management	855,002	-		36,149		
Total	25,414,902	-	18,838,523	-	61,897,907	-

Monthly Projections of Expenditure & Revenue by Veda  
for Zululand District Municipality for the year 2010/11

Monthly Projections for expenditure and revenue by veda		April		Revenue		Actual	
Department		Operating Exp	Actual Opex	Capital Exp	Actual		
Executive and Council		0,163,321	-	-	-	-	-
Finance		1,222,885	170,833	-	59,252,128	-	-
Corporate Services		1,780,004	70,199	-	-	-	-
Community Development		3,351,177	-	14,697	-	1,348,000	-
Planning & WMA		1,822,377	-	289,250	-	3,050,000	-
Water		10,434,828	18,311,583	-	1,619,586	-	-
Waste Water Management		855,802	-	-	36,149	-	-
Total		25,414,002	-	18,838,523	-	64,312,657	-

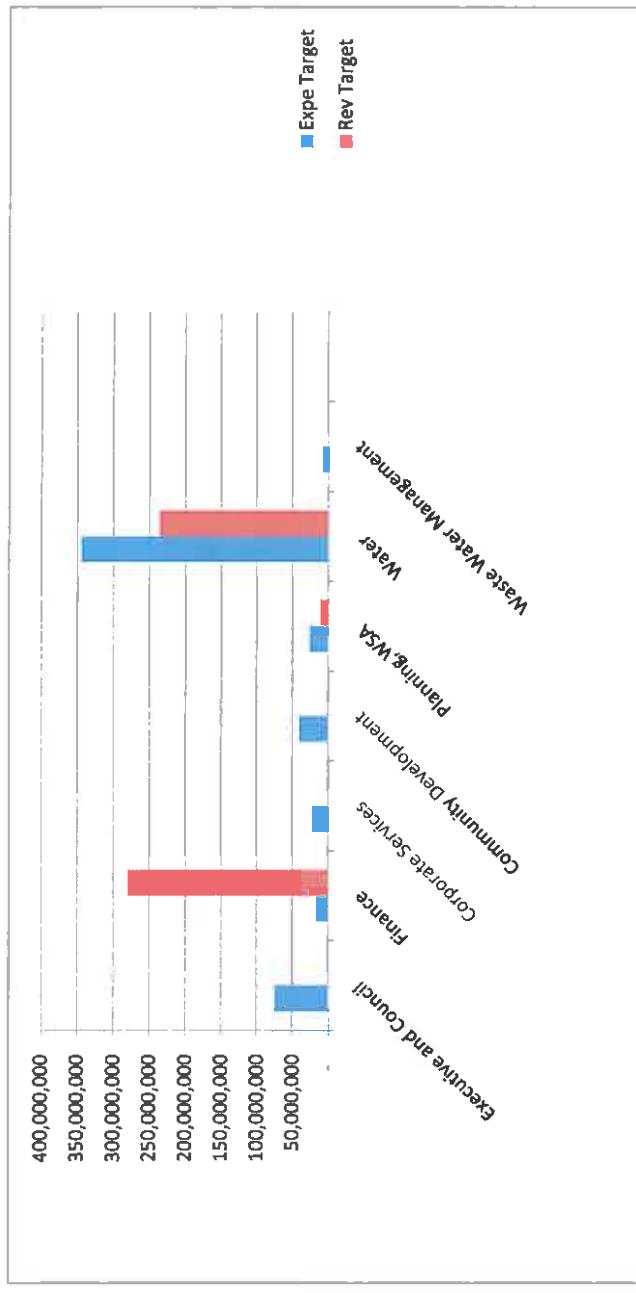
Monthly Projections of Expenditure & Revenue by Vote  
for Zululand District Municipality for the year 2010/11

Department	May					
	Operating Exp	Actual Operx	Capital Exp	Actual	Revenue	Actual
Executive and Council	8,183,321	-	-	-	-	-
Finance	1,222,895	170,833	-	-	5,857,128	-
Corporate Services	1,780,004	70,189	-	-	-	-
Community Development	3,351,177	-	14,687	-	-	-
Planning &WSA	1,822,377	-	269,250	-	-	-
Water	10,434,028	18,311,583	-	-	1,819,580	-
Waste Water Management	856,802	-	36,149	-	-	-
Total	25,414,002	-	18,838,523	-	7,612,657	-

Monthly Projections of Expenditure & Revenue by Vote  
for Zululand District Municipality for the year 2010/11

Department	Monthly Projections for expenditure and revenue by vote			June		
	Operating Exp	Actual Opex	Capital Exp	Actual	Revenue	Actual
Executive and Council	6,163,321	-	-	-	-	-
Finance	1,222,895	170,833	-	-	5,867,128	-
Corporate Services	1,760,004	70,188	-	-	-	-
Community Development	3,351,177	-	14,687	-	-	-
Planning & WSA	1,822,377	-	269,290	-	-	-
Water	10,434,628	18,311,583	-	-	55,804,330	-
Waste Water Management	658,602	-	-	-	38,148	-
Total	25,444,002	-	16,828,523	-	61,867,607	-

## Chart Expenditure by Vote



**Quarterly Projections of Service Delivery Targets and Performance Indicators for the year 2010/11**

2010/11 KPI's Strategic Focus Area	Focus Area or CFS	Objective	Indicator	KPI No	Indicator/KPI measurement Frequency	Standard	Responsibility	Min Agree evidence
1: Service Delivery	1.1 Water & Sanitation	To provide free basic water	Sec 43 (Reg 10 [a]): Percentage of households with access to basic level of water	1	Annual	WSA std 25l per day or 6l per household per month, within 200m, Minimum flow rate of 10/l/minute	HOD:TS	Design report and Engineer's certificate of completion indicating no. Of hh and communities served.
	-	To improve access to free water	Sec 43(Reg 10 [b]): Percentage of households earning less than R1100 pm with access to free water (Note: Rudimentary LOS included)	2	Quarterly	ZDM Rudimentary Water Supply standard minimum of 5 l/person/day within 800 m of the household, Flow rate of 3.3 l/min	HOD:TS	Design report and Engineer's certificate of completion indicating no. Of hh and communities served.
	-	To improve on the quality of water delivered	Percentage of samples that pass laboratory tests	3	Quarterly	SABS Water quality standards for domestic water supply	HOD:TS	Sample test results as certified by the lab, control limits for fluoride, bacteriological testing
	-	To improve water supply reliability	Cumulative water supply interruption time per plant less than specified target	4	Quarterly	-	HOD:TS	Register, signed by the HOD, of interruptions & notices issued.
	-	To review and facilitate the District WSDP	Draft WSDP submitted for consideration by council by target date	5	Quarterly	-	HOD:P	certified council resolution
	-	To provide free basic sanitation services	Sec 43(Reg 10 [a]): Percentage of households with access to basic level of sanitation	6	Quarterly	toilet which is safe, reliable, environmentally sound, easy to keep clean, provides privacy and protection	HOD:TS	Design report, interim report and/or Engineer's certificate of completion indicating no. Of hh and communities served.
	-	To improve access to free sanitization	Sec 43(Reg 10 [b]): Percentage of households earning less than R1100 pm with access to free sanitation	6.2	Quarterly	-	HOD:TS	Design report and Engineer's certificate indicating no. Of hh and communities served.
	-	To ensure that legislated water policies are reviewed and updated	Draft 2011/2012 Water Policies and bylaws revisions submitted for consideration by council by target date	7	Annually	-	MM	certified council resolution
	-	To effectively monitor WSP's	Number of reports considered by WSA	8	quarterly	-	HOD:P	

-	-	To implement effective Customer Care	Average time of notification to community prior to planned Interruptions	9	Quarterly	-	HOD:TS	Register, signed by the HOD, of interruptions & notices issued.
-	-	To effectively utilise MIG allocation	MIG grant funds spent on approved projects by the prescribed date	10	Quarterly	-	HOD:TS	Ledger expenditure certified by the CFO.
-	-	To maximise the implementation of IDP Identified projects	Sec 43 [Reg 10 (c)]: Percentage of capital budget actually spent on projects identified in IDP	11	Quarterly	-	HOD:TS	Ledger expenditure certified by the CFO.
-	-	To create awareness of hazards and disasters	Number of planned awareness campaigns held	12	Quarterly	-	HOD:CS	planned campaigns, artefacts supporting the occurrence of the campaign
-	1.2 Disaster Management	To review and facilitate the district Disaster Management plan	Updated plan that complies with sections 52, 53 or the Disaster management act 57 of 2002, submitted to council by a specified date	12.1	Annually	Disaster Management Act 2002	HOD:CS	Acknowledgement of receipt by MM of the actual Disaster management plan
-	-	To implement activities in airport implementation plan	Percentage progress of Airport Implementation plan	12.2	Annually	-	HOD:CS	progress report detailing project plan activities and progress submitted and approved by MM
-	1.3 Municipal Airport	To improve revenue collection	Sec 43 (Reg 10 (g)(i)): Outstanding Service Debtors to Revenue	13	Quarterly	-	CFO	Ratio calculated from AFS figures signed by the CFO, outstanding service debtors and annual revenue actually received
2. Financial management	2.1 Sound Financial Management	To produce accurate statements	Number of adjustments effected in relation to the number of accounts issued	14	Quarterly	-	CFO	Venue report on accounts issued, and listing of accounts where adjustments were authorised
-	-	To process payments in time	Average processing time for invoices or approved work/services	15	Quarterly	-	CFO	Dated sample cheque register, Report listing duration of invoice per processing stage
-	-	To complete and submit accurate annual financial statements within the specified time period	Date Financial Statements submitted to office of AG	16	Annually	-	CFO	Signed receipt of statements by AG
-	-	To complete and submit accurate annual financial statements within the specified time period	Nature of Audit Opinion	16.1	Annually	-	CFO	AG Audit Report

-	To complete and submit accurate annual financial statements within the specified time period	Number of matters of concern Reported	16.2	Annually	-	CFO	AG Audit Report
-	To complete a budget within the specified time period	Date of approval of Tabled Budget	17	Annually	-	CFO	Council resolution
-	To complete a budget within the specified time period	Date of approval of Final Budget	17.1	-	-	CFO	Council resolution
-	To have an effective Auditing Function	Percentage of Planned Audit Meetings held	18	Quarterly	-	CFO	Signed receipt of reports by MM, planned number of audit meetings
-	To have an effective Auditing Function	Percentage of Audit queries cleared within the next financial year	18.1	Annually	-	CFO	Internal Audit report
-	To develop a Financial Plan [(i.e. Budget Process and Time Table)]	Date for approval of Financial Plan	19	Annually	-	CFO	Certified Council resolution
-	To increase the cost coverage ratio	Sec 43 (Reg 10 (g)(iii)): Cost Coverage	20	Quarterly	-	CFO	Ratio calculated from AFS figures signed by the CFO
-	To increase the debt coverage ratio	Sec 43 (Reg 10 (g)(iv)): Debt Coverage Ratio	20.1	Quarterly	-	CFO	Ratio calculated from AFS figures signed by the CFO, report listing operating revenue, operating grants and service payments
-	To provide sufficient cash resources	DTLGA: % operating budget funded from cash	21	Quarterly	-	CFO	Investments and monthly operating expenditure
-	To keep a minimum cash balance to cover average monthly expenditure	Number of days with excessive funds in current account in relation to the strategy	22	Quarterly	-	CFO	1. Strategy as approved by MM 2. Cashbook balance at month end, Investment Policy, Investment Report
-	To report timely and accurately	Date of approval of Annual Report	23	Annually	-	CFO	Certified Council Minutes

-	-	To report timely and accurately	Date of receipt of SDBIP by Mayor	23.1	quarterly	-	CFO	SDBIP signed and dated by Mayor
-	-	To report timely and accurately	Number of SDBIP reports considered	23.2	quarterly	-	CFO	Certified EXCO minutes on report submitted
-	-	To report timely and accurately	To submit SDBIP reports to CFO	23	monthly	-	HOD's	Acknowledgement of receipt of cash flow projections by CEO
-	-	To align Capital Programme and IDP	% of capital projects budgeted for in accordance with the IDP	24	Annually	-	CFO	Budget & IDP
3: Economic Development	3.1 District Tourism	To create promotional material	Number of tourism packages created for prioritised areas by specified date	25	Quarterly	-	HOD:CD	Number of packages that are approved by Tourism portfolio committee
		To create an effective electronic interface that promotes tourism	Compilation of Tourism statistics by specified data	26	Quarterly	-	HOD:CD	Minutes confirming statistical reports tabled to PFC
-	-	To provide support and capacity building to local tour officials	% of planned tourism liaison meetings held	26.1	Quarterly	-	HOD:CD	Planned tourism liaison meetings, agenda, Signed Minutes
3.2 Local Economic Development	To effect participation in LED Capital programme	Sec 43 (Reg 10 (d)): Number of jobs created through LED & Capital programme	27	Quarterly	-	HOD:CD	IMPI report on jobs created	
		To create LED awareness in the District	Number of LED awareness events held	28	Quarterly	-	HOD:CD	Minutes confirming reports tabled to PFC
-	-	To apply for funding for LED	Number of LED business plans that are submitted by specified date	29	Quarterly	-	HOD:CD	Confirmation of receipt by funders
-	-	To effectively contribute to LED in the District	LED Plan reviewed and approved (including Tourism, Business & Agricultural Plans) by target date	30	Quarterly	-	HOD:CD	Certified Council resolution

-	-	To effectively co-ordinate LEP in the District	Number of LED Forums/Sub-Forums meetings held	30.1	Quarterly	-	HOD:CD	Signed minutes of LED meetings, agenda of meetings
4: Social Development	4.1 HIV/AIDS	To create HIV/AIDS awareness and education	Number of planned awareness campaigns held	31	quarterly	-	HOD:CD	planned campaign, artefacts supporting the occurrence of the campaign
		To plan and implement institutional measures that would reduce the impact of HIV/AIDs	HIV/AIDS Strategy reviewed and submitted to MM by planned date	32	quarterly	-	HOD:CD	Acknowledgement of receipt by MM
4: Social Development	4.2 Youth & Gender	To provide access to and awareness of Council's Youth & Gender programmes	Number of approved programmes held	33	quarterly	-	HOD:CD	Approval = Number of Programmes that are budgeted for, artefacts that prove the occurrence of the event. If programmes are funded from external sources, include those details
	-	To access sufficient resources	Number of Youth & Gender related Business Plans submitted for funding	34	quarterly	-	HOD:CD	Confirmation of submission and receipt by funders
	-	To strategically plan development and empowerment initiatives for youth and gender	Youth & Gender Strategy reviewed and submitted to MM by specified date	35	quarterly	-	HOD:CD	Acknowledgement of receipt by MM, Signed strategy revisions approved by MM
	-	To create a platform for input and comments	Number of District Youth & Gender Council Meetings held	36	quarterly	-	HOD:CD	Signed minutes
4: Social Development	4.3 Community Development	To reduce poverty by Implementing Community Development Projects	Number of people participating In ZDM Capacity Building Programmes	37	quarterly	-	HOD:CD	Monthly reports by facilitators signed by DD
	-	To increase available resources for poverty reduction programmes	Number of Capacity Building related Business Plans submitted	38	quarterly	-	HOD:CD	Confirmation of submission
5: Good Governance & Public Participation	5.1 Compliance, Clean and Sound Administration	Policies & Bylaws	Revision of Policies & Bylaws by specified date	39	annually	-	HOD:CS	Acknowledge of receipt by the MM, (Certified Council resolution - MM's evidence)
	-	Policies & bylaws	Date of submission for Bylaws for Promulgation	39.1	annually	-	HOD:CS	artefacts supporting submission ( Proof of Email, Registered Postal mail ) or Signed receipt by department

-	-	Policies & bylaws	Date of submission of reviewed Employee Assistance Programme	39.2	quarterly	-	HOD:CS	EAP document submitted and signed for MM
-	-	To communicate in a structured manner	Communication Strategy reviewed by specified data	40	quarterly	-	HOD:CS	Acknowledgement of receipt by NM
-	-	To spend grant funding	Percentage of department allocated grant funds received (prior to approval of adjustment budget) spent	41	Quarterly	-	HOD's	Ledger expenditure certified by the CFO.
-	-	To build capacity	Sec 43 (Reg 10 (1)): % of Municipal Budget actually spent on Skills Development Plan	42	quarterly	-	HOD:CS	Monthly report from Venus
-	-	5.2 Integrated & Co-ordinated Development	To encourage participation In IDP process, ensure alignment with [Local] Municipalities	43	Quarterly	-	HOD:P	Signed minutes and certification of public meetings by CFO, planned number of meetings as per framework plan
-	-		To ensure timely completion of IDP Process plan	Date of adoption of 2011/2012 Process Plan	44	Quarterly	-	HOD:P
-	-		To ensure timely completion of Framework plan	Date of adoption of 2011/2012 Framework Plan	44.1	Quarterly	-	HOD:P

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## **DETAILED CAPITAL WORKS PLAN**

**MIG P` GET ALLOCATIONS PER REGIONAL SCHEME**

Regional Scheme	Consultant	% Split	% Split	Totals (8years)	MIG 2010/11
<b>Budget Allocation</b>				R 1,018,949,000	R 108,824,000
<b>PMU</b>		1,030%	1,03%		R 1,944,887
<b>Emondlo Sport field</b>		5,450%	2,60%		R 944,120
<b>Hlobane Sport field</b>				R 4,720,000	
<b>Mona Sport Field</b>				R 4,826,168	
<b>Sanitation (N)</b>	Ubhukhost Projects	20,000%	6,20%	R 78,117,088	R 11,707,088
<b>Sanitation (S)</b>	ZAI		13,80%	R 125,677,712	R 26,057,712
				R 203,794,800	R 37,764,800
<b>Rudimentary Scheme (N)</b>					
- Drilling bh's, testing, springs, hp's	DLV/Engiecon	1,000%	1,00%	R 6,529,240	R 1,088,240
- Rudimentary schemes	DLV/Engiecon	2,600%	2,60%	R 36,115,424	R 4,909,424
<b>Rudimentary Scheme (S)</b>					R 6,797,654
- Drilling bh's, testing, springs, hp's	ECA/BMA	1,000%	1,00%	R 11,850,240	R 1,886,240
- Rudimentary schemes	ECA/BMA	6,250%	5,25%	R 59,723,280	R 9,913,280
	DLV/ZAI			R 11,801,500	
<b>Nkonjeni RWSS PH 2</b>			12,00%	R 93,868,880	R 22,050,880
<b>Nkonjeni RWSS PH 3 Central</b>					
<b>Usuthu RWSS</b>	KV3/RAWS		16,10%	R 142,850,000	R 28,512,424
Usuthu RWSS Mq 1	KV3/RAWS				
Usuthu RWSS Mq 2	KV3/RAWS				
Usuthu RWSS Mq 3	KV3/RAWS				
Usuthu RWSS Mq 4	KV3/RAWS				
Usuthu RWSS Mq 5	KV3/RAWS	64,700%	12,40%	R 116,144,178	R 23,414,178
Mandlakhazi RWSS PH 3	Bigen Africa		4,60%	R 29,893,080	R 8,497,080
Gumbi Emergency (Mthuze/Candover)	KV3		2,50%	R 33,260,800	R 4,720,800
Simdi East	KV3		10,00%	R 47,412,400	R 18,882,400
Simdi Central	ECA		2,00%	R 32,308,480	R 3,776,480
Khambil	ECA		2,00%	R 32,308,480	R 3,776,480
Coronation (Enyathli)	KV3/ECA		2,20%	R 32,684,128	R 4,164,128
Emondlo	ECA		2,00%	R 38,437,480	R 3,776,480
				R 765,383,456	R 159,367,456
<b>Total Budget Required</b>		100,000%	100,00%	#REF!	R 207,423,184

Additional Funds Required

-R 18,599,164

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## **APPROVAL OF THE ZULULAND DISTRICT MUNICIPALITY'S REVIEWED SDBIP FOR THE QUARTER ENDED 15 April 2010.**

The Zululand District Municipality's Draft SDBIP for the year 2010/11 has been approved by the Honorable Mayor: Cllr. V Z Magwaza-Msibi.

**Date received:** 12/04/2010

**Date Approved:** 12/04/2010

**Signature:**

V. Magwaza