

Blue Crane Route Municipality (EC102)



**Service Delivery Budget Implementation Plan
(SDBIP) 2013/2014**

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Acronyms

BCRM- Blue Crane Route Municipality

BCDA- Blue Crane Development Agency

CAPEX- Capital Expenditure

CDM- Cacadu District Municipality

DEDEA- Department of Economic Development and Environmental Affairs

DH- Department of Health

DHS- Department of Human Settlements

DLGTA- Department of Local Government & Traditional Affairs

DLRRD- Department of Land Reform & Rural Development

DSRAC- Department of Sports, Recreation, Arts & Culture

DT- Department of Transport

DWAF- Department of Water Affairs and Forestry

GAMAP-Generally Accepted Municipal Accounting Principles

GRAP-Generally Recognised Accounting Practice

IDP- Integrated Development Plan

MFMA- Municipal Finance Management Act

MIG- Municipal Infrastructure Grant

OPEX- Operational Expenditure

SDBIP- Service Delivery Budget Implementation Plan

SETAS- Skills Education Training Authorities

1. Introduction

The strategic direction of Blue Crane Route Municipality (BCRM) is clearly identified in its Reviewed Integrated Development Plan (IDP) 2013/14. The IDP was prepared for the 2012 - 2017 during the 2011/12 financial year in consultation with various stakeholders as required by section 34 of the Municipal Systems Act and the first review was conducted in the 2012/13 financial year for the 2013/14 year and has since informed operational planning at BCRM.

The development of the Service Delivery and Budget Implementation Plan (SDBIP) is required by section 53. (1) (c) of the Municipal Finance Management Act. The SDBIP gives expression to the developmental and service objectives of the municipality, in quantifiable terms, for the financial period from 1 July 2013 to 30 June 2014. The SDBIP includes key service delivery targets and performance indicators for each quarter. Each target is aligned to a Priority Area identified in the IDP and the responsibility is placed directly to a municipal department and/or senior manager, enhancing accountability and transparency of local government towards effective service delivery. Monitoring of these targets is central to the entrenchment of a performance management system and contributes towards the monitoring of municipal finances.

The SDBIP is an operational tool that enables key stakeholders in local government to monitor municipal performance. The Municipal Manager may use the SDBIP to monitor the performance of senior managers, while the Mayor may use the SDBIP as a basis for monitoring the Municipal Manager. Ultimately, the top layer of the SDBIP should be a published document available to the community to enable broader monitoring of the municipal performance towards service delivery outputs and outcomes identified in the SDBIP.

The annual creation and publication of SDBIPs represent progress towards the realization of Section 152(a) of the Constitution of the Republic of South Africa, increasing democratic and accountable local government. The SDBIP is essentially a “contract” between administration, council and the community expressing the developmental goals and objectives in terms of quarterly output and outcome targets to be met by the municipal administration over the next financial year. It provides the basis for measuring municipal performance and ensuring that municipal budget expenditure is clearly linked to service delivery achievement.

The SDBIP is a layered document, consisting of multiple components and levels. At this time, the BCRM SDBIP is comprised of only Component 3, a portion of the top layer, as priority was given to this vital component dealing with consolidated performance and service delivery targets. In the future, top management is expected to develop the other layers and components of the SDBIP, with the provision of more detail on the range of municipal services and service delivery. Other than the top layer of the SDBIP, much of this

information will not be made public, nor tabled with council, as it will exist primarily to support the realisation of operational targets and assist with the internal monitoring of performance within BCRM.

1.1 Legislative requirements

The Municipal Finance Management Act of 2003 (MFMA) and National Treasury MFMA Circular No. 13 requires municipalities to prepare a SDBIP indicating how the strategic objectives of the IDP and Council will be implemented with the approved budget. The SDBIP does not require Council approval, but should be approved by the Mayor within 28 days of the approval of the annual budget according to Section 53. (1)(c)(ii) of the MFMA. The municipality is then expected to publish the top layer of the SDBIP within 14 days after its approval by the mayor. Performance agreements of the municipal manager, senior managers, and any other category of designated official cascaded from the SDBIP are also expected to be made public within 14 days.

According to National Treasury MFMA Circular No. 13, the top layer of the SDBIP, required for publishing, is expected to include the following five necessary components¹:

- 1 Monthly projects of revenue to be collected for each source
- 2 Monthly projects of expenditure (operating and capital) and revenue for each vote
- 3 Quarterly projections of service delivery targets and performance indicators
- 4 Ward information for expenditure and service delivery
- 5 Detailed capital works plan broken down by ward over three years

The BCRM SDBIP 2013/2014 does not contain Component 4 and the Capital Budget by ward at the time of this writing.

2. BCRM Priority Areas and Objectives

The BCRM IDP identifies five priority areas: Infrastructure; Community Services; Local Economic Development; Financial Management; Governance and Institutional Transformation. These priorities are cascaded down to, and across, four BCRM departments: Technical Services; Community Services; Financial Services; Corporate Services; as well as the Municipal Manager's Office. Operational responsibility for the achievement of service delivery targets under these development objectives falls within these departments with individuals or responsible positions identified clearly in the SDBIP.

BCRM Priority Areas and Objectives are as follows²:

Priority Area 1: Organisational Transformation and Institutional Development

- 1. A safe and secure environment for communities in BCRM**
 - a. To Facilitate the Building of a Fire Services and Disaster Management Centre by 2014.
 - b. To Build Satellite stations for the Fire Services to Cookhouse and Pearston by 2017
 - c. Building of an Ambulance station in Cookhouse by 2014.

- 2. Policy and By-laws Formulation and Reviewal**
 - a. Ensuring the policies and by-laws of BCRM are implementable to achieve the strategic objectives of the municipality.

- 3. Conducive Working Environment for Staff and Access to Councillors**
 - a. Establishment of change rooms for employees in all 3 towns in line with the Occupational Health and Safety Act.
 - b. Creating a welcoming environment to the public in Municipal Offices
 - c. Rollout of disabled friendly access to municipal buildings
 - d. Improve and equip Ward Councillors Offices.
 - e. Develop a plan of resourcing ward councillors' offices.
 - f. Develop a plan to improve utilization of Community Development Workers (CDW) and Ward Committee members.

- 4. Effective Human Resource Management Systems**
 - a. Electronic Filing System
 - b. Development of a comprehensive Personnel File system
 - c. Development of adequate HR policies
 - d. Development of an implementation plan for the Employment Equity Plan
 - e. Development of a proper induction system for new employees.
 - f. Ensure Staff Capacity building and training through effective implementation of Workplace Skills Plan

- 5. Establish an Employee Wellness Unit**
 - a. Development of an implementation plan in line with the Employee Assistance Policy.

- 6. Improved Information Communication Technology (ICT) systems in the Municipality**
 - a. Development of an ICT Strategy to improve effective service delivery with latest technology by 2015.

- 7. Document Management System**
 - a. Develop a standardized filing and archiving system for the municipality.
 - b. Develop an information flow system and procedure manual to regulate the flow and transferring of documents between relevant departments and officials.

- c. Creating standardized formats of Agendas and report formulation in both content and form.
- 8 Administrative Support to Council and Committees**
 - a. Timeous compilation and distribution of agendas
 - b. Compilation and distribution of minutes within stipulated time-frames
 - c. Implementation of Resolutions
 - d. Development of an adequate Resolutions Register that is updated frequently.

Priority Area 2: Basic Service Delivery

- 1. Waste Management**
 - a. Ensure legislative compliance of all Waste Disposal Facilities by 2017.
 - b. Establishment of Waste Management Forums.
- 2. Human Settlement Approach**
 - a. Creating habitable and integrated communities
- 3. Roads Network (Gravel, Surfaced and Paved)**
 - a. Development of a Roads Master Plan to guide the implementation, construction and maintenance of Roads.
- 4. Integrated Waste Management Plan (IWMP)**
 - a. Reviewal of the IWMP
- 5. Disposal Site and Land Availability for Waste Disposal Sites**
 - a. Identify land in all 3 towns for Waste Disposal
- 6. Recycling Programme**
 - a. Awareness Campaigns in the Blue Crane Area to facilitate recycling initiatives.
- 7. Cemetery**
 - a. Development of a New Cemetery in Aeroville
- 8. Environment Management (Tree Felling)**
 - a. Establishment of the Environmental Management Unit to ensure compliance with Environmental Management Regulations.
- 9. Water Services Development Plan (WSDP)**
 - a. Households in urban areas will have access to quality drinking water by 2014.
 - b. Develop reporting mechanisms to ensure legislative compliance and confirming the provision of quality water.
 - c. Improving Sanitation infrastructure to cater for existing demand and future developments
- 10. Transportation Plan**
 - a. Development of a Blue Crane Route integrated Transportation plan that feeds into the Cacadu District Transportation plan.
- 11. Rural Road Maintenance**
 - a. Development of a Roads Master Plan to guide the implementation, construction and maintenance of Roads.

- b. Re-establish the Transport forum to facilitate a working partnership with relevant Government departments and Parastatals.

12. Electricity Master Plan

- a. Reliable electricity will be available to all formal settlement consumers by 2014
- b. Upgrade Rural and Urban Electricity Infrastructure to cope with increasing demand of a developing municipality
- c. Development of an Electricity Demand Side Management Strategy to enable energy conservation in households.

13. Electricity (Alternative Energy)

- a. Develop Renewable Energy Strategy to guide the regulation and effective implementation of programs in the Municipal Area.

Priority Area 3: Local Economic Development (LED)

1. Development of a Service Level Agreement with the Blue Crane Development Agency (BCDA) to undertake the following areas of LED:

- a) Development and continuous reviewal of a LED Strategy;
- b) Development of an Agricultural Strategy;
- c) Reviewal of the Tourism Sector Plan in consultation with BCRM LTO
- d) Development of Marketing Strategy to promote Blue Crane Route Area as an Investment destination.
- e) Development of Economic Development Policy
- f) Establishment of Paving Manufacturing business in Blue Crane Area
- g) Facilitation of Paving of Corridor Routes between Somerset East and Addo; Pearston and Cradock.
- h) Local SMME and Co-operatives development – Small Business Development and Management Resource Centre
- i) Agriculture
- j) Boschberg Development
- k) Airport Strip
- l) School (Maths & Science)
- m) Denel (Artisan Centre)
- n) Alternative Energy (Wind, Turbine, Solar and Hydro)
- o) Wind Turbine Trust
- p) Boschberg – Establishing of a Fish Hatchery (Somerset East)
- q) Boschberg – Infrastructure (Somerset East)
- r) Artisan Training Centre (Somerset East)
- s) Aloe Project
- t) BCDA Link with CSDCF on Cookhouse Petro-Village precinct
- u) Tourism Hub (Camping Site, Caravan Grounds)
- v) Water / Renewable Energy Pipeline (Cookhouse)
- w) Installation of Solar Geysers in BCRM (Cookhouse, Pearston & Somerset East)
- x) Sports Car Manufacturing

Priority Area 4: Municipal Financial Viability

1. Operation Clean Audit

- a. Implement strategies to ensure improved audit outcomes to achieve mandate of Clean Audit by 2014.

2. Indigent

- a. Reviewal of Indigent policy to ensure communities who cannot afford to pay and meet criteria have access to Free Basic Services.
- b. Establish a functional Indigent Steering Sub-Committee to regulate rollout of Masakhane programme.
- c. Create awareness programs and campaigns about the Indigent Policy.
- d. Review and update Indigent Register.

3. Income & Expenditure

- a. Development of a Revenue Enhancement Strategy and implement revenue enhancement initiatives with a view to create public awareness on the Municipality's revenue structure (tariffs and fees)
- b. Identifying and sourcing of alternative funding sources for project implementation.
- c. Ensure effective implementation of Credit Control Policy.
- d. Development of an Operational Efficiency Strategy to ensure efficient use of public funds.

4. Fraud and Corruption Prevention

- a. Reviewal of Policy and development of a Fraud and Corruption plan.
- b. Create mechanisms for detection and reporting of fraudulent and / or corrupt activities.
- c. Develop a register to capture occurrences of fraud and corruption.
- d. Workshop implementation of policy and plan with all employees.

5. Policy Review

- a. Proper review of Budget-related policies and workshop relevant policies with all staff.
- b. Development of a Free Basic Services policy to cater for communities who cannot afford to pay but do not qualify for Masakhane.
- c. Development of a Fleet Usage policy to regulate the use of Municipal vehicles.

6. Valuation Roll

- a. Compiling supplementary valuation roll to ensure changes in material property conditions / values are updated on the valuation roll

7. Effective Supply Chain Management (SCM)

- a. Provision for adequate training for all employees who qualify to be part of Bid Committee structures.
- b. Reviewal of SCM policy
- c. Update the procedure manual of SCM Policy
- d. Workshop the SCM Policy and Procedure Manual to all relevant staff.
- e. Implement adequate contract management by developing a Contracts Register.
- f. Continuous Monitoring and Evaluation of adherence by service providers to signed Service Level Agreements.

8. Cross-Departmental Projects

- a. Development of realistic implementation plans to ensure Municipal funds and Conditional Grants are spent before required timeframes.
- b. Development of mechanisms for proper project co-ordination and alignment.

Priority Area 5: Good Governance & Public Participation

- 1. Performance Management System (PMS), Framework, Assessment & Reviews**
 - a. To develop a performance –based culture in the municipality resulting in employees being target-driven and result-orientated.
 - b. Cascade PMS to lower levels of management and staff.
- 2. Fully Functional Intergovernmental Relations (IGR) Structure**
 - a. Approve the draft terms of reference for the IGR structure to give the structure substance.
 - b. Alignment with Cacadu District Mayoral Forum (DIMAFO)
- 3. Communication Strategy and Branding**
 - a. Development of comprehensive communication system focusing both internally and externally.
 - b. Effective marketing of BCRM through displaying branding at relevant meetings and platforms
 - c. Development of a communication tool to display roles, responsibilities and relevant contact details for key services.
- 4. Special Programmes Unit (SPU)**
 - a. To facilitate social cohesion within the community and functions within the municipality to advance the vision of a caring municipality.
- 5. Internal Audit**
 - a. Develop a monitoring mechanism to track progress of Management Actions in ensuring internal controls are improved and risks are managed.
- 6. Audit Committee**
 - a. To ensure effective monitoring and oversight of organizational effectiveness in both financial and performance management aspects.
- 7. Effective Public Participation of BCRM communities.**
 - a. Development of a Public Participation Strategy to strengthen the community involvement in municipal activities (The People shall Govern).
 - b. Establishment of Public Participation unit in the municipality.
- 8. Effective Customer Care to BCRM residents**
 - a. Development of a Customer care register to ensure effective management of complaints and compliments that are lodged with the municipality.

3. SDBIP utility and service delivery targets

Whereas the IDP is the product of consultation to identify community needs and formulate municipal development objectives, the SDBIP provides a tangible municipal response to the broader BCRM community that clearly identifies what the municipality measurably seeks to achieve and how much money it plans to spend in order to do so. Reported progress on the SDBIP should also inform the annual review of the IDP. The SDBIP and IDP are therefore complimentary documents, and their credibility is determined by the extent to which they reflect the realities and issues faced by citizens of BCRM on the ground. If one document is not effectively utilized or representative of the interests of all BCRM citizens, it will impair the annual revision of the other.

The SDBIP is required to include quarterly and annual targets for key service delivery areas identified in the IDP, as well as financial allocations towards the achievement of these targets. Measurable service delivery targets derived from the IDP are expressed in terms of clear performance indicators in the BCRM SDBIP. In some instances, singular outputs are identified as annual targets, making quarterly measurements challenged. In these instances, tangible milestones reflecting process outcomes that contribute towards a broader service delivery output are included to enhance the utility of the document for all stakeholders, even if not technically ideal. In all other instances, quantifiable quarterly targets towards the achievement of annual service delivery targets are provided.

It is envisioned that the community and various municipal stakeholders will become familiar with the SDBIP, monitor the achievement of these targets and support municipal performance. Municipal stakeholders will find the SDBIP useful when reviewing quarterly reports and comparing actual progress made on the reported indicators. Communities are encouraged to become informed as well as make use of the SDBIP during the annual IDP consultative process. The SDBIP serves as a key mechanism by which the citizens of BCRM can monitor the progress made in service delivery. The SDBIP is most useful as an implementation and monitoring tool when it is reported on and utilized for evidence-based decision-making towards the formulation of new development objectives in the future.

4. Quarterly projections of service delivery targets and performance indicators

Project	Key Performance Indicator	Baseline	Location	Budget	Source of Funding	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Annual Target	Responsible person
COMMUNITY SERVICES											
Disaster Management Centre – Fire Building	Construction of a Fire Services and Disaster Management Centre	Current Facility Inadequate	Ward 2	R4 million	CDM – R3M; BCRM – R1M	Site Establishment	Construction in Progress	Construction in Final Stages	Finalisation and Handover of Building	Fully Constructed Facility	Manager: Community Services
Equipment (Traffic)	Testing compliance Machinery for Roadworthy / purchased and received as required	VTS not fully equipped	BCRM	R150 000	BCRM	Compile Specification	Procurement Stage	Delivery and Installation of Equipment	Project Complete	Improved VTS	Manager: Community Services
Cemetery Upgrading / Beautification	Development of a new cemetery in Aeroville	The shortage of burial space is a major challenge. Land has already been identified in Aeroville to address the challenges. All necessary geotechnical and environmental impact studies have been done and the design, layout and survey concluded.	Ward 2	R380 000	BCRM	Finalise Procurement Process for EIA, Groundwater Monitoring Plan and Site Specific EMP	Service Provider Appointed and Project Implementation (development of Plans)	Project Implementation continues	Finalisation of Plans and obtain Council Approval	Receive Environmental authorisation, EMP, GWMP	Manager: Community Services
Wall Fencing of Cemeteries	Fencing requires upgrading	Damaged Fencing	Ward 4	R100 000	BCRM	Finalise Specification	Finalise procurement & implementation	Continue Implementation	Project Evaluation	Upgraded Fencing at Khanyiso / Nelsig cemetery	Manager: Community Services
Tree care program	Removal, replenish, trimming problematic tree	List of problematic trees	BCRM	R232 000	BCRM OPEX EPWP	Finalise Specification	Finalise procurement & Appointment	Implementation of program	Implementation of program	List of identified trees removed	Manager: Community Services

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Project	Key Performance Indicator	Baseline	Location	Budget	Source of Funding	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Annual Target	Responsible person
Upgrading of Sports Facilities	Fencing, changing rooms, drainage,	Facilities that need upgrading	Wards 3,4,5 & 6	R2.9m	EPWP MIG	Finalise Procurement Process	Consultation with stakeholders on plans	Procurement & Project Implementation	Project Implementation	Improved Sport Facilities	Manager: PMU
Upgrading of Parks	All parks completed	Cookhouse, Aeroville and Pearston not complete	BCRM	R500 000	EPWP MIG	Complete Sewer and Water connections: Pearston park	Cost the Upgrade of Cookhouse Park and Start Procurement	Finalise procurement and implement (Fencing; Ablution blocks; Planting of grass and trees)	Continue with implementation	Improved Parks in Pearston and Cookhouse	Manager: PMU
Waste Management	Suitable land for a Waste Disposal site	No licensed site in Pearston	Ward 4	R200 000	BCRM	Identification of possible site and alternative site	Appoint a service provider for research	Apply for Authorisation	Follow up on Authorisation Progress	A Site and Alternative Site identified	Manager: Community Services
Refuse Containers	New Refuse Containers purchased	Inadequate Refuse container facilities	BCRM	R100 000	BCRM	Compile Specification	Continue with Procurement Processes	Manufacturing of Containers by Service Provider	Delivery of containers	New refuse containers delivered	Manager: Community Services
Refuse Truck	A New Refuse truck	Refuse truck past its useful life	BCRM	R1.5M	BCRM	Compile Specification	Procurement stage	Manufacturing of specialized body by Service Provider	Delivery of Refuse Truck	New Refuse Truck acquired	Manager: Community Services
Traffic Calming Measures	15 Traffic Calming Measures installed		BCRM	R150 000	BCRM	Identify streets that need traffic calming measures	Implement 5 per quarter	Implement 5 per quarter	Implement 5 per quarter	15 Traffic calming measures constructed	Manager: Community Services
New Pounds: Commonage	An implementation Plan for New Pounds	Inadequate Pound Facilities	BCRM	R850 000	BCRM	Research and Feasibility Study (taking the National Animal Pound Bill into account)	Follow up on Progress on Bill	Follow up on Progress on Bill	Follow up on Progress on Bill	Implementation Plan for New pounds based on outcomes of the National Animal Pound Bill	Manager: Community Services
Office Furniture & Equipment for new Fire Station	New Equipment for new Building	Newly Constructed Building	BCRM	R45 000	BCRM	Planning as Construction in Progress	Planning as Construction in Progress	Procurement of Furniture and Equipment	Delivery of Furniture and Equipment	New Equipment for Newly Constructed Fire Station	Manager: Community Services
New Traffic Vehicle	Expansion of Staff compliment creates a need for new vehicles	No Vehicle for new staff	BCRM	R140 000	BCRM	Finalise Specifications	Procure Vehicle	Delivery of Vehicle	Project complete	New Traffic Vehicle Acquired	Manager: Community Services
Noise level meters	Require equipment for Environmental Health	No Noise level meters	BCRM	R40 000	BCRM	Finalise Specifications	Procurement & Delivery	Project Complete	Project Complete	New Noise Level Meters	Manager: Community

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	enforcement	currently								Acquired	Services
TECHNICAL SERVICES											
Source Funding for Replacement of Asbestos Cement (AC) Pipes	A Business plan for AC pipe replacement	Backlog study completed	BCRM	To be costed	Dept. of Water Affairs	Appoint consultant	Preparation of business plan	Approval by Council and submit to DWA	Await for funding and implement	Have business plan and implementation plan	Manager: Technical Services
Upgrading of Pump Station	Refurbished pump stations	Dilapidated pump stations	Wards 2,3,4 & 6	R250 000	BCRM	Planning of Project	Procurement Process	Implement Project	Implement Project	Refurbished Pump Station in BCRM	Manager: Technical Services
Boreholes (Management)	Borehole management plan	Do not have a BHMP	Ward 4	R100 000	OPEX	Needs assessment of all boreholes	Procure and install equipment	Installation	Evaluate plan and re-plan	Have sound operational borehole management plan	Manager: Technical Services
Electricity Master Plan	Reviewed Electricity master plan	Outdated	BCRM	To be costed	OPEX	Appoint service provider	Finalise appointment	Review master plan	Council approval	Revised Electricity Master Plan	Manager: Technical Services
Upgrading of Urban network – Development of business plans to source funding	Improved urban network	Ageing urban network	BCRM	R150 000	BCRM	Identify areas that need improvement from the ring fencing exercise.	Appoint a service provider to prepare business plan	Submit Plans for application of funds to relevant Departments	Await for funding and implement	Business plans compiled and submitted for funding to implement Projects	Manager: Technical Services
Electricity Upgrading – electrification of Farmworker Houses	Electrified Farm Worker houses	Certain Farmworker Houses do not have access to Electricity	BCRM	R600 000	DoE	Identify areas that require electrification	Procurement Processes	Project Implementation	Project Implementation and completion	Electrification Identified Farmworker houses	Manager: Technical Services
Street lights	Improved lighting	Dark areas need street lights	BCRM	R150 000	BCRM	Procurement Process	Project Implementation	Project Implementation	Project Implementation	Improved lighting in BCRM communities	Manager: Technical Services
Water conservation and demand management - Relocate Steel Reservoirs from Cookhouse to Pearston	Improve utilization of water.	R3 million spent previously on water conservation and demand management	Ward 4	R1,6m	DWA	Refine business plan and development of an implementation plan	Procurement Process and Project Implementation	Project Implementation	Project Implementation and refine business plan	Improve water conservation and reduce water losses	Manager: Technical Services

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Project	Key Performance Indicator	Baseline	Location	Budget	Source of Funding	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Annual Target	Responsible person
Cookhouse Bulk Pipeline (Phase 1)	Sustained water supply for Cookhouse	Privately owned canal is used to channel water to Cookhouse WTW (water treatment works)	Ward 1 & 6	R500k	MIG EPWP	Project started in 2103 and Construction to be completed in 1 st quarter	Project Complete	Project Complete	Project Complete	Pipeline operational.	Manager: Technical Services
Repair all Water and Sewer leaks	Fix all leaks	Study completed on households that have water leaks	BCRM	R300 000	EPWP DWA	Procurement processes	Project Implementation	Project Implementation	Project Implementation	Repaired Identified Household Water leaks	Manager: Technical Services
Rain Water Harvesting	All registered households receive tanks	30 households outstanding in previous project	Ward 4	R110 000	EPWP BCRM	Procurement Process	Install 10 tanks per quarter	Install 10 tanks per quarter	Install 10 tanks per quarter	Remaining Households in Pearston to have tanks to harvest rainwater	Manager: Technical Services
Upgrading Sewer Main in Somerset East	New sewerage bulk pipeline	Aged sewer main pipeline in Somerset East	Ward 2,5	R5.8m	EPWP ACIP	Project Commenced in 2013 – Continue Construction	Construction to be completed by December 2013	Project Completed	Project Completed	New sewer bulk pipeline Constructed in Somerset East	Manager: Technical Services
Water Equipment (distribution)	Have equipment for distribution network	Equipment is redundant	BCRM	R80 000	BCRM	SCM process	SCM process	Implementation	Project complete	Equipment for distribution network	Manager: Technical Services
Upgrade Sewer Plant	An improved sewer plant system in Cookhouse	Overloaded oxidation ponds	Ward 1 & 6	No Budget	MIG	Meet with consultant to determine way forward	Review Designs and Project Plan to report to Council	Action depends on Report to Council and decision	Action depends on Report to Council and decision	Plan for Cookhouse WWTW reviewed and reported to Council	Manager: Technical Services / Manager: PMU
Purchase of a New Grader	A New Grader	Current Grader old and not coping with demand	BCRM	R1.5M	BCRM	Develop Specification for Grader	Procurement Processes	Award Tender	Delivery of a New Grader	New Grader to facilitate service delivery	Manager: Technical Services
Upgrade Mnandi Access Road	Paved Road Surface for Mnandi Access Road	Current road is gravel surface	Ward 3	R2.9M	MIG	Commence Construction	Continue Construction	Construction Completed	Project Completed	Upgrade of Gravel surface to Paved Surface for	Manager: Technical

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Project	Key Performance Indicator	Baseline	Location	Budget	Source of Funding	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Annual Target	Responsible person
										Mnandi Access Road	Services
Upgrade Gravel Roads in BCRM	Upgrading of gravel surfaced roads to paved surface roads	Currently have a large network of gravel surfaced roads	BCRM	R3M	MIG	Procurement Processes	Project Implementation	Project Implementation	Project Implementation	Upgraded identified gravel road surfaces to paved road surfaces	Manager: Technical Services
Somerset East Wastewater Treatment Works (WWTW)	Construction of Somerset East WWTW commenced	Inadequate WWTW facility in place	BCRM	R5.8m in year 1 (R27.8m total)	MIG	Receive progress report and action plan from Consultants	Procurement Process	Appoint contractor and commence construction	Continue construction	Commenced construction of Somerset East WWTW.	Manager: Technical Services
FINANCIAL SERVICES											
Update Indigent Register	An Updated Indigent Register	Indigent Register to be updated Annually	BCRM	R60 000	OPEX	Convene Indigent Steering Committee; Develop Terms of Reference for updating Register	Commence fieldwork and public meetings to update register	Screening of applications in Indigent Steering committee and recommend approval of qualifying beneficiaries	Obtain Council Approval and Implement new Indigent Register.	Updated Indigent Register	Manager: Financial Services
Implement systems to Improve Audit Outcomes	Improved Audit Outcome	Qualified Audit Opinion with 7 qualifications	BCRM	R300 000	MSIG – R200k FMG – R100k	Submit 2012/13 AFS by 30/08/2013 and 2012/13 Consolidated AFS by 30/09/2013	Manage the Audit process by responding to all queries in stipulated timeframes and ensure relevant staff available	Table draft annual report including audit report to Council by 31/01/2014 and have Council approval by 31/03/2014	Continue improving internal controls to ensure clean administration	Improved Audit Outcome from Qualified Audit Opinion with 7 qualifications.	Manager: Financial Services
Risk Assessment	Updated Risk Register	Risk Register to be updated Annually – Last update June 2013	BCRM		BCRM OPEX	Prepare Risk register Action plan	Implement measures in action plan to address risk and monitor implementation	Implement measures in action plan to address risk and monitor implementation	Prepare an updated Risk Register by identifying new risks and taking progress of action plan into account	Updated Risk Register	Manager: Financial Services
Fraud Prevention	Updated Fraud and corruption prevention	Fraud & Corruption	BCRM	R50 000	BCRM OPEX	Prepare specifications	Appoint service provider and	Workshop policy with relevant staff	Workshop and educate all staff on	Updated Fraud and corruption	Manager: Financial

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Project	Key Performance Indicator	Baseline	Location	Budget	Source of Funding	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Annual Target	Responsible person
	policy and framework	prevention Mechanisms not in place				for review of policy	review policy	and Council; Approve Reviewed Policy.	Reviewed Fraud and Corruption Policy and framework	prevention policy and framework	Services
Supplementary / Interim Valuation Roll	Updated Valuation Roll through a Supplementary / Interim Valuation Roll	Valuation Roll to be updated Annually where properties have been improved / damaged (demolished)	BCRM	R100 000	BCRM	Identify Properties that have been improved / damaged	Identify Properties that have been improved / damaged	Identify Properties that have been improved / damaged; Conduct Valuations of affected properties and publish draft supplementary valuation roll	Obtain Council Approval and update valuation roll	Updated Valuation Roll through a Supplementary / Interim Valuation Roll	Manager: Financial Services
Purchase of a New LDV for Farm meter reading and Electricity dis- / re-connections	New LDV for Farm meter reading and Electricity dis- / re-connections	No Vehicle in place for Electricity Dis- / re-connection	BCRM	R160 000	BCRM	Compile Specification and commence Procurement Process	Delivery of Vehicle	Project Complete	Project Complete	New LDV for Farm meter reading and Electricity dis- / re-connections	Manager: Financial Services
Improve Supply chain management processes	Strategic oversight & monitoring over the Compilation and submission of quarterly SCM Reports (x4) from the CFO to MM and Mayor within 10 days of each quarter and Submit within 30 days of the end of each financial year (30 June) submit a report on the implementation of SCM Policy to the council	Reporting submission met as per legislated prescripts / ensure that SCM operations are conducted in accordance with legislated requirements	BCRM	OPEX	BCRM	1 SCM Report to the MM & Mayor within 10 days of each quarter within 30 days of the end of each financial year submit a report on the implementation of SCM Policy to the council	1 SCM Report to the MM & Mayor within 10 days of each quarter /within 30 days of the end of each quarter submit a report on the implementation of SCM Policy to the council	1 SCM Report to the MM & Mayor within 10 days of each quarter /within 30 days of the end of each quarter submit a report on the implementation of SCM Policy to the council	1 SCM Report to the MM & Mayor within 10 days of each quarter /within 30 days of the end of each quarter submit a report on the implementation of SCM Policy to the council	Strategic oversight & monitoring over the Compilation and submission of quarterly SCM Reports (x4) from the CFO to MM and Mayor within 10 days of each quarter and Submit within 30 days of the end of each financial year (30 June) submit a report on the implementation of SCM Policy to the council	Manager: Financial Services

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Project	Key Performance Indicator	Baseline	Location	Budget	Source of Funding	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Annual Target	Responsible person
Computer Equipment	Furniture and equipment purchased and received as required (Inclusive of computer costs)	Computer / Furniture and equipment purchased and received as required (utilized to purchase furniture & office equipment on need basis)	BCRM	R100 000	BCRM	Assess & identify Office requirements /Develop TOR / Procure quotations /and place TOR on website	Purchase computer /office furniture & equipment required /report & detail computer / office furniture and equipment purchased	Purchase computer /office furniture & equipment required /report & detail computer / office furniture and equipment purchased	Purchase computer /office furniture & equipment required /report & detail computer / office furniture and equipment purchased R 100 000.00 fully utilized / Update assets register	Computer / Furniture and equipment purchased and received as required	Manager: Financial Services
CORPORATE SERVICES											
Training Initiatives emanating from Workplace Skills Plan	Create a conducive working environment that promotes personal capacity development and growth /Build and enhance the capacity	Workplace Skills Plan compiled annually identifying staff training requirements	BCRM	R4.5M	BCRM – R1.06M; FMG – R700K; LGSETA – R2.7M	Submit Report to LGSETA;	Procurement Process	Implementation of Training Programme	Finalise Training Programme Implementation	Capacitated Workforce and Community	Manager: Corporate Services
Policy Development and Reviewal	Facilitates and co-ordinates the annual review process of All operational policies	Outdated and / or inadequate policies	BCRM	R190 000	MSIG	Compile List of Policies to be reviewed; Compile List of New Policies required; Finalise Specification	Procurement Process and Appointment of Service provider; Project Commence	Project Implementation and delivery of draft policies	Workshop Policies; Table New and Reviewed Policies to Council for Adoption.	New and Reviewed Municipal Policies Adopted by Council	Manager: Corporate Services
By-law Development and Reviewal	Facilitates and co-ordinates the annual review process of All operational by-laws	Outdated and / or inadequate By-laws	BCRM	R200 000	MSIG	Compile List of By-laws to be reviewed; Compile List of New By-laws required; Finalise Specification	Procurement Process and Appointment of Service provider; Project Commence	Project Implementation and delivery of draft By-laws; Workshop By-laws;	Public Participation; Table New and Reviewed By-laws to Council for Adoption.	New and Reviewed Municipal By-laws Adopted by Council	Manager: Corporate Services
Institutional Occupational Health and Safety	Manage the compliance & implementation of OHS Act/Policy as per implementation plan	No Occupational Health and Safety Plan / Employee	BCRM	OPEX	BCRM OPEX	Advertise for Occupational Health and Safety Officer	Finalise appointment; Development of Occupational Health and Safety	Establish Health and Safety Committee; Training	Implementation of Occupational Health and Safety Plan	Functional Occupational and Health and Safety / Employee	Manager: Corporate Services

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Project	Key Performance Indicator	Baseline	Location	Budget	Source of Funding	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Annual Target	Responsible person
		Wellness Unit in place					Plan			Wellness Unit	
Employment Equity Plan	Manages & monitors Development of a 5 year EE Policy & Plan 2013-17 & ensures annual review of the EE Plan	No Plan in Place	BCRM	R50 000	BCRM OPEX	Formalise the establishment of Employment Equity (EE) Committee by Council; Commence Compilation of the EE Plan;	Finalise the Compilation of EE Plan under facilitation of ECLGTA; Submit EE Plan to Dept. of Labour;	Awareness Creation in municipality	Reviewing and preparing submission of new report of following financial year.	Compiled Employment Equity Plan and Adopted by Council.	Manager: Corporate Services
Training of Managers, Supervisors and Trade Union Representatives	Individuals trained on Implementation of Discipline/Policies and Dispute Resolutions Mechanisms	Most Disputes are referred to SALGBC	BCRM	R150,000	BCRM OPEX	Train about 5 members i.e.1 Senior Manager, 2 Supervisors, 2 Trade Union Reps	Take about 8 members to Annual Labour Conference i.e. 2 Senior Managers, 2 supervisors, 2 Trade Union Reps and 2 HR Practitioners	Train about 5 members i.e. 1 Senior Manager, 2 supervisors and 2 Trade Union Reps	Train 10 members i.e.2 Senior Managers, 2 Managers, 2 Supervisors and 4 Trade UNION Reps	Trained 20 Municipal Employees on Discipline, Policy Implementation and Dispute Resolution Mechanisms	Manager: Corporate Services
Team Building Exercises	Implemented an initiative of Building trust, Regaining Confidence and Open discussions	The series of events - Marches, sit ins and other issues within the institution clearly show the relations between Management and Trade Unions are very low. The evidence of this is the loss of confidence in the Local Labour Forum	BCRM	R120,000	BCRM OPEX	All Managers, Councillors and Trade Unions	Evaluate the Impact of the team building exercise	Identify lessons and Implement Recommendations	Monitor progress and Maintain agreements	Achieved better Relations between Management and Labour through participation in Team Building exercises	Manager: Corporate Services
Housing Needs Register	Manage & monitor the Housing needs	Outdated Housing needs	BCRM	R60 000	BCRM / EPWP	Appoint and train Data	Continue and finalise Data	Quality Control of Captured Data	Project completed	Updated Housing Needs	Manager: Corporate

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Project	Key Performance Indicator	Baseline	Location	Budget	Source of Funding	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Annual Target	Responsible person
	register	register				Capturers. Commence Data capturing into HS System	capturing into HS System	and Project completion		Register	Services
Burnt and Abandoned houses: Complete outstanding 6 units from Phase 1	Repaired Houses	25 damaged properties as per Disaster Report	BCRM	R200 000	BCRM / EPWP	Continue with Project; Update the List of Affected Houses; Compile costing	Complete Repairs to 2 Houses	Complete Repairs to 2 Houses	Complete Repairs to 2 Houses	Complete Repairs 6 affected Burnt & Abandoned Houses	Manager: Corporate Services / Building Control Officer
Change Rooms for General Workers in all 3 towns	Newly Constructed change rooms	Inadequate Current Change Room Facilities	BCRM	To be costed	BCRM	Identify Needs and Compile Specification and Project Plan	Procurement of Material; Commence Implementation	Complete Somerset East Depot; Complete Cookhouse Change Rooms	Complete Pearston Depot Change Rooms	Constructed Change Rooms in all 3 towns.	Manager: Corporate Services / Building Control Officer
Community Halls Equipment	Equipment purchased and received as required	Obsolete Equipment Assessment	BCRM	R350 000	BCRM	Compile list of specification for Equipment	Procurement Process	Delivery and installation of Equipment	Delivery and installation of Equipment	Replacement of specified Obsolete Hall Equipment	Manager: Corporate Services
RDP House Numbering	RDP House Numbering	Inadequate House numbering on RDP houses	BCRM	R170 000	EPWP BCRM	Compile list of specification for Equipment	Procurement Process	Delivery and installation of House Numbering in Pearston	Delivery and installation of House Numbering in Cookhouse	Improved RDP House numbering	Manager: Corporate Services / Building Control Officer
Construction of Multipurpose Centre in Aeroville	Construction of a Newly Planned Facility	No Facility currently in Aeroville	Ward 2	R11.5M	EPWP MIG	Commence Construction	Continue Construction	Construction in finalization stages	Completed Construction of Multi-purpose Centre	New Multi-purpose centre in Aeroville	Manager: Corporate Services
Disabled-friendly Access to Municipal Buildings	Construction of Newly Planned Access Ramps	Municipal Buildings not Disabled-user friendly	BCRM	To be costed		Develop a strategy.	Identification of needs in all buildings	Costing of Project and Formulation of an action plan for input into Budget process	Secure Budget for next financial year and commence procurement process at year end	Development of Implementation plan for Improved Disabled-user access to Municipal Building	Manager: Corporate Services / Building Control Officer

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Project	Key Performance Indicator	Baseline	Location	Budget	Source of Funding	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Annual Target	Responsible person
Computers / Office Furniture	Furniture and equipment (computers) / purchased and received as required	Obsolete Furniture / computers in dept and new requirements	BCRM	R100 000	BCRM	Compile list of requirements & finalise Specification	Procurement Process	Delivery and installation of Furniture / Equipment	Project Complete	Replacement of Specified Obsolete Furniture and Equipment	Manager: Corporate Services
OFFICE OF THE MUNICIPAL MANAGER											
Performance Management Systems (PMS)	Signed performance agreements and Quarterly reports to monitor managers' performance	PMS currently not functioning adequately	BCRM	To be Costed	BCRM	Prepare and submit previous year annual performance report; Develop and have 5 managers sign Performance agreements	1st Quarter performance report; 1 x Quarterly review of all managers' performance	2nd Quarter performance and Mid-year report; 1 x Quarterly review of all managers' performance	3rd Quarter performance report; 1 x Quarterly review of all managers' performance	Signed performance agreements and Quarterly reports to monitor managers' performance	Municipal Manager
Implementation of the Communication Strategy	Collect information from different departments/project visits. Developing content and drafting press releases. Identification of key programmes with publicity Implications. Placement of adverts, procurement of banners, leaflets, radio interviews, roadshows, promotional material Developing quarterly newsletter and leaflets	Communication Strategy Developed and approved by council	BCRM	To be costed (R350 000)	OPEX BCRM	on going Nil	On going Nil	On going Nil	On going Nil	To ensure effective implementation of the communication strategy	Municipal Manager
Establishment of		Newly	BCRM	To be	OPEX	Finalise and	Convene 1	Convene 1	Convene 1 meeting	Established and	Municipal

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Project	Key Performance Indicator	Baseline	Location	Budget	Source of Funding	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Annual Target	Responsible person
Intergovernmental Relations (IGR) forum		established Forum		costed	BCRM	Adopt the terms of reference; Convene 2 IGR meetings per quarter	meeting per quarter	meeting per quarter	per quarter	functional IGR Forum with at least 5 meetings convened for the financial year	Manager
Improve Public Participation mechanisms	Compliance with IDP/ budget process : Compilation of 2014/2015 Budget and IDP Review /Draft IDP / Budget tabled by 31 March 2014 and Final IDP review / Budget approved by 29 May 2014	Inadequate Public Participation system in place	BCRM	R100 000	OPEX	Development of a Public Participation Strategy	Commence Public Participation for Review of IDP / Budget preparation	Continue Public Participation meetings with Service delivery report backs (Annual Report, etc.)	Continue Public Participation meetings IDP / Budget report back sessions	Improved Public Participation in IDP and Budget Processes by having at least 3 per ward / town	Municipal Manager
Functional Internal Audit Unit & Audit Committee System	Strategic management of Audit Unit to achieve clean audits received/Audit reports/Development of Risk Management Reports/ Audit committee meetings /Audit committee reports /Performance Audits x4 , Internal audit Programmes implemented , 1 meetings per quarter / Risk based Audit Plan & Audit Reports in place	Risks action plan reviewed in 2011/2012 FY /Internal Auditing and Audit Committee established but not fully & functional /audit opinion raised that the municipal entity did not have a audit committee as required by s166(1) of the MFMA	BCRM	R640 000	OPEX MIG	Audit committee meetings /Audit committee reports x 1 Internal audit Programme, All Directors to attend 1 meetings per quarter / Risk based Audit Plan & Audit Reports	Audit committee meetings /Audit committee reports x 1 Internal audit Programme, All Directors to attend 1 meetings per quarter / Risk based Audit Plan & Audit Reports	Audit committee meetings /Audit committee reports x 1 Internal audit Programme, All Directors to attend 1 meetings per quarter / Risk based Audit Plan & Audit Reports	Audit committee meetings /Audit committee reports x 1 Internal audit Programme, All Directors to attend 1 meetings per quarter / Risk based Audit Plan & Audit Reports	Strategic management of Audit Unit to achieve clean audits received/Audit reports/Development of Risk Management Reports/ Audit committee meetings /Audit committee reports /Performance Audits x4 , Internal audit Programmes implemented , 1 meetings per quarter / Risk based Audit Plan & Audit Reports in place	Municipal Manager
Office Furniture / Computer	Furniture and equipment purchased	Computer / Furniture and	BCRM	R100 000	BCRM	Assess & identify Office	Purchase computer /office	Purchase computer /office	Purchase computer /office furniture &	Computer / Furniture and	Municipal Manager

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Project	Key Performance Indicator	Baseline	Location	Budget	Source of Funding	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Annual Target	Responsible person
Equipment	and received as required (Inclusive of computer costs)	equipment purchased and received as required (utilized to purchase furniture & office equipment on need basis)				requirements /Develop TOR / Procure quotations /and place TOR on website	furniture & equipment required /report & detail computer / office furniture and equipment purchased	furniture & equipment required /report & detail computer / office furniture and equipment purchased	equipment required /report & detail computer / office furniture and equipment purchased R 100 000.00 fully utilized / Update assets register	equipment purchased and received as required	

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Revenue By Source														
Revenue By Source	Budget Year 2013/14	July	August	September	October	November	December	January	February	March	April	May	June	Total
Property rates	8 594 030	500 000	2 670 000	2 670 000	306 000	306 000	306 000	306 000	306 000	306 000	306 000	306 000	306 030	8 594 030
Property rates - penalties & collection charges	-												-	-
Service charges - electricity revenue	69 168 700	5 533 520	5 533 520	5 533 520	6 225 210	5 533 520	6 225 210	5 533 520	6 916 900	5 533 520	6 225 210	4 841 830	5 533 220	69 168 700
Service charges - water revenue	11 183 000	782 810	782 810	1 006 470	1 006 470	1 118 300	1 006 470	1 006 470	1 006 470	782 810	931 544	931 544	820 832	11 183 000
Service charges - sanitation revenue	5 770 850	480 917	480 917	480 917	480 917	480 917	480 917	480 917	480 917	480 917	480 917	480 917	480 767	5 770 850
Service charges - refuse revenue	7 775 350	647 917	647 917	647 917	647 917	647 917	647 917	647 917	647 917	647 917	647 917	647 917	648 267	7 775 350
Service charges - other	-												-	-
Rental of facilities and equipment	342 360	28 500	28 500	28 500	28 500	28 500	28 500	28 500	28 500	28 500	28 500	28 500	28 860	342 360
Interest earned - external investments	1 200 000	100 000	100 000	100 000	100 000	100 000	100 000	100 000	100 000	100 000	100 000	100 000	100 000	1 200 000
Interest earned - outstanding debtors	2 110 000	175 833	175 833	175 833	175 833	175 833	175 833	175 833	175 833	175 833	175 833	175 833	175 833	2 110 000
Dividends received	-												-	-
Fines	105 500	8 833	8 833	8 833	8 833	8 833	8 833	8 833	8 833	8 833	8 833	8 833	8 333	105 500
Licences and permits	844 000	70 333	70 333	70 333	70 333	70 333	70 333	70 333	70 333	70 333	70 333	70 333	70 333	844 000
Agency services	633 000	52 750	52 750	52 750	52 750	52 750	52 750	52 750	52 750	52 750	52 750	52 750	52 750	633 000
Transfers recognised - operational	49 086 910	18 397 753	1 500 000	-	-	14 420 570	446 460	2 197 000	-	12 125 157	-	-	-30	49 086 910
FMG	1 500 000	-	1 500 000											1 500 000
MSIG	890 000	890 000												890 000
Equitable Share	40 796 000	16 707 753				13 503 570				10 584 707			-30	40 796 000
EPWP	1 000 000	400 000				300 000				300 000				1 000 000
MIG - PMU	965 750	400 000				200 000				365 750				965 750
DSRAC - Library grant	2 197 000							2 197 000						2 197 000
ELGTA - LED assistance	117 000						117 000							117 000
DWA - Water Care and Conservation	600 000						300 000			300 000				600 000
Cacadu - Environmental Health	833 660	-						446 460		387 200			-	833 660
Cacadu - Fire Fighters	187 500	-								187 500				187 500
Transfers recognised - capital	26 265 250	1 529 000	1 529 000	1 579 000	2 195 000	2 529 000	2 129 000	4 429 000	1 529 000	4 429 000	1 529 000	1 529 000	1 330 250	26 265 250
Other revenue	5 069 610	172 500	172 500	3 172 500	172 500	172 500	172 500	172 500	172 500	172 500	172 500	172 500	172 110	5 069 610
	188 148 560	28 480 666	13 752 913	15 526 573	11 470 263	25 644 973	11 850 723	15 209 573	11 495 953	24 914 070	10 729 337	9 345 957	9 727 556	188 148 560

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Revenue By Vote														
Revenue By Vote	Budget Year 2013/14	July	August	September	October	November	December	January	February	March	April	May	June	Total
Vote 1 - MAYORAL EXECUTIVE	0												0	-
Vote 2 - MUNICIPAL COUNCIL	6 413 660	2 672 357				2 137 884				1 603 419			-	6 413 660
Vote 3 - ACCOUNTING OFFICER	689 530	47 750	47 750	47 750	47 750	47 750	47 750	47 750	47 750	47 750	47 750	47 750	164 280	689 530
Vote 4 - BUDGET & TREASURY	14 696 030	1 695 000	4 475 000	3 025 000	611 000	611 000	611 000	611 000	611 000	611 000	611 000	611 000	613 030	14 696 030
Vote 5 - TECHNICAL SERVICES	142 798 980	19 917 703	8 415 247	8 639 907	9 996 597	19 516 273	9 931 597	11 539 907	10 022 287	18 844 895	9 255 671	7 872 291	8 846 609	142 798 980
Vote 6 - COMMUNITY SAFETY & SOCIAL SERV	23 542 360	4 147 857	813 917	3 813 917	813 917	3 331 067	1 260 377	3 010 917	813 917	2 925 007	813 917	813 917	983 637	23 542 360
Vote 7 - CORPORATE SERVICES	8 000	667	667	667	667	667	667	667	667	667	667	667	667	8 000
TOTAL	188 148 560	28 481 333	13 752 580	15 527 240	11 469 930	25 644 640	11 851 390	15 210 240	11 495 620	24 032 737	10 729 004	9 345 624	10 608 222	188 148 560

Operating Expenditure By Vote														
Operating Expenditure By Vote	Budget Year 2013/14	July	August	September	October	November	December	January	February	March	April	May	June	Total
Vote 1 - MAYORAL EXECUTIVE	283 540	22 167	22 167	22 167	22 167	40 127	22 167	22 167	22 167	22 167	22 167	22 167	21 743	283 540
Vote 2 - MUNICIPAL COUNCIL	4 677 700	389 833	389 833	389 833	389 833	389 833	389 833	389 833	389 833	389 833	389 833	389 833	389 533	4 677 700
Vote 3 - ACCOUNTING OFFICER	8 731 290	707 833	707 833	707 833	707 833	828 193	707 833	707 833	707 833	707 833	707 833	707 833	824 767	8 731 290
Vote 4 - BUDGET & TREASURY	22 640 460	1 849 833	1 849 833	1 849 833	1 849 833	2 262 543	1 849 833	1 849 833	1 849 833	1 849 833	1 849 833	1 849 833	1 879 587	22 640 460
Vote 5 - TECHNICAL SERVICES	112 003 760	10 548 160	11 562 280	9 024 480	8 516 920	10 095 120	8 516 920	9 024 480	9 024 480	8 516 920	8 009 360	9 024 480	10 140 160	112 003 760
Vote 6 - COMMUNITY SAFETY & SOCIAL SERV	25 498 520	2 046 333	2 046 333	2 046 333	2 046 333	2 989 333	2 046 333	2 046 333	2 046 333	2 046 333	2 046 333	2 046 333	2 045 857	25 498 520
Vote 7 - CORPORATE SERVICES	6 391 240	518 250	518 250	518 250	518 250	690 820	518 250	518 250	518 250	518 250	518 250	518 250	517 920	6 391 240
TOTAL	180 226 510	16 082 409	17 096 529	14 558 729	14 051 169	17 295 969	14 051 169	14 558 729	14 558 729	14 051 169	13 543 609	14 558 729	15 819 567	180 226 510

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Capital Expenditure By Vote														
Capital Expenditure By Vote	Budget Year 2013/14	July	August	September	October	November	December	January	February	March	April	May	June	Total
Vote 1 - MAYORAL EXECUTIVE														-
Vote 2 - MUNICIPAL COUNCIL														-
Vote 3 - ACCOUNTING OFFICER	150 000	13 636	13 636	13 636	13 636	13 636	13 636	13 636	13 636	13 636	13 636	13 636	-	150 000
Vote 4 - BUDGET & TREASURY	350 000	31 818	31 818	31 818	31 818	31 818	31 818	31 818	31 818	31 818	31 818	31 818	-	350 000
Vote 5 - TECHNICAL SERVICES	33 185 250	2 782 083	2 782 083	2 782 083	2 782 083	2 782 083	2 782 083	2 782 083	2 782 083	2 782 083	2 782 083	2 782 083	2 582 333	33 185 250
Vote 6 - COMMUNITY SAFETY & SOCIAL SERV	3 480 000	180 000	180 000	180 000	180 000	1 680 000	180 000	180 000	180 000	180 000	180 000	180 000	-	3 480 000
Vote 7 - CORPORATE SERVICES	100 000	9 091	9 091	9 091	9 091	9 091	9 091	9 091	9 091	9 091	9 091	9 091	-	100 000
TOTAL	37 265 250	3 016 629	3 016 629	3 016 629	3 016 629	4 516 629	3 016 629	3 016 629	3 016 629	3 016 629	3 016 629	3 016 629	2 582 333	37 265 250

BLUE CRANE ROUTE MUNICIPALITY - EC 102			
<u>CAPITAL EXPENDITURE BUDGET: 2013/14 TO 2015/16</u>			
<u>CAPITAL ITEM DESCRIPTION</u>	BUDGET 2013/14	BUDGET 2014/15	BUDGET 2015/16
ACCOUNTING OFFICER			
Upgrading of Network connections and new server			
ICT Strategy	R -	R 800 000	
Datacenter (For DRP) - Phase 1	R -	R 400 000	
Councillors Office furniture and equipment	R 50 000		
Office Furniture/computer equipment	R 100 000	R 75 000	R 75 000
	R 150 000	R 1 275 000	R 75 000
BUDGET PLANNING & IMPLEMENTATION			
Office Furniture / Computer Equipment	R 50 000	R 75 000	R 50 000
Interns - Office Equipment and Laptops	R 50 000		
New Financial accounting system	R -	R 1 000 000	R 1 000 000
8 Scooters for Meter Reading	R 45 000	R 50 000	
Vehicle - LDV	R 160 000		
	R 305 000	R 1 125 000	R 1 050 000
TECHNICAL SERVICES : ELECTRICITY			
Electricity Upgrading	R 600 000		R -
Electricity connections: RDP houses	R 100 000		
Streetlights	R 150 000	R 130 000	R -
Upgrading and strengthening of Urban Network	R 150 000	R 200 000	R 200 000
	R 1 000 000	R 330 000	R 200 000
TECHNICAL SERVICES : WATER			
Water Equipment	R 80 000	R 150 000	R 150 000
Water conservation projects	R 1 666 000		
Upgrade Water Pump Stations	R 250 000	R 200 000	R 200 000
	R 1 996 000	R 350 000	R 350 000

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TECHNICAL SERVICES : SEWERAGE / SANITATION			
Tools & Equipment	R 70 000	R 50 000	R 50 000
Bulk Sewer Pipeline	R 5 800 000		
Sewer Reticulation	R 50 000	R 75 000	R 100 000
	R 5 920 000	R 125 000	R 150 000
TECHNICAL SERVICES : BUILDINGS			
Traffic Building - Extension		R 300 000	R -
Change Rooms - Community Services	R -	R 200 000	
Disaster Management Centre (R1mil BCM)	R 4 000 000		
Air conditioners	R 50 000	R 50 000	R 50 000
Public Toilets	R 150 000		
Community Halls Equipment	R 350 000	R 100 000	R 100 000
	R 4 550 000	R 650 000	R 150 000
TECHNICAL SERVICES : PUBLIC WORKS			
Equipment	R 70 000		
Water Tanker			R 1 500 000
Grader	R 1 500 000		
	R 1 570 000	R -	R 1 500 000
TECHNICAL SERVICES : MUNICIPAL INFRASTRUCTURE GRANT (MIG)			
Multipurpose Centre (Aeroville)	R 2 625 000		
Cookhouse Bulk water pipeline	R 500 000		
Upgrading of Parks	R 500 000	R 600 000	R 400 000
Sport Facilities	R 2 900 000	R 3 000 000	R 2 200 000
Somerset East WWTW	R 5 834 250	R 8 496 450	R 8 988 800
Upgrade Gravel Roads	R 3 000 000	R 3 000 000	R 2 000 000
Upgrade Mnandi Access Roads	R 2 990 000		
	R 18 349 250	R 15 096 450	R 13 588 800

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COMMUNITY, SAFETY & SOCIAL SERVICES : REFUSE			
Spraypump			
Waste Management	R 200 000	R 300 000	R 400 000
Refuse Containers	R 100 000		
Compactor	R 1 500 000		R -
	R 1 800 000	R 300 000	R 400 000
COMMUNITY, SAFETY & SOCIAL SERVICES : COMMONAGE			
New Pounds - Pearston/Cookhouse	R 850 000		R -
	R 850 000	R -	R -
COMMUNITY, SAFETY & SOCIAL SERVICES : DISASTER MANAGEMENT & FIRE			
Office furniture / equipment for New Fire station	R 45 000		
New Fire Vehicle for lifesaving equipment	R -	R 350 000	
	R 45 000	R 350 000	R -
COMMUNITY, SAFETY & SOCIAL SERVICES : TRAFFIC			
Office furniture/equipment	R 100 000	R 45 000	R 50 000
New LDV for Roadmarking		R 110 000	R -
New Traffic Vehicle	R 140 000	R -	R 140 000
Streetnames	R 20 000	R 20 000	R -
Equipment	R 50 000	R 50 000	R 25 000
	R 310 000	R 225 000	R 215 000
COMMUNITY, SAFETY & SOCIAL SERVICES: ENVIRONMENTAL HEALTH			
Noise level meters	R 40 000		
	R 40 000	R -	R -

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COMMUNITY, SAFETY & SOCIAL SERVICES : CEMETERY			
Tractor for cutting grass	R -	R -	R 600 000
Wall fencing of Cemeteries (Nelsig/Khanyiso/New Aeroville)	R 100 000		
Greening Project	R -	R 150 000	
New Aeroville Cemetery	R 380 000	R 150 000	
	R 480 000	R 300 000	R 600 000
CORPORATE SERVICES: ADMINISTRATION			
Vehicle		R -	R 244 000
Electronic Filing System		R 400 000	R -
Computers/Office furniture	R 100 000	R 100 000	R 100 000
	R 100 000	R 500 000	R 344 000
GRAND TOTAL OF CAPITAL BUDGETED EXPENDITURE	R 37 465 250	R 20 626 450	R 18 622 800
<u>SUMMARY OF CAPITAL FUNDING</u>	BUDGET 2013/14	BUDGET 2014/15	BUDGET 2015/16
Grants	R 29 465 250	R 15 096 450	R 13 588 800
Municipal own Funding from surplus funds	R 5 000 000	R 5 530 000	R 5 034 000
External Loan Financing	R 3 000 000	R -	R -
	R 37 465 250	R 20 626 450	R 18 622 800

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