

INXUBA YETHEMBA MUNICIPALITY



FINAL SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN

**2013/14
FINANCIAL YEAR**

INTRODUCTION

The Municipal Finance Management Act (MFMA) of 2003 requires that municipalities prepare a Service Delivery and Budget Implementation Plan (SDBIP) as a strategic financial management tool to ensure that budgetary decisions that are adopted by municipalities for the financial year are aligned with their Integrated Development Plan Strategy.

Section 1 of the Municipal Finance Management Act (MFMA) No. 56 of 2003 defines the “Service Delivery and Budget Implementation Plan” as the detailed plan approved by the mayor of the municipality in terms of Section 53 (1) (c) (ii) for implementing the municipality’s delivery of municipal services and its annual budget.

Furthermore, as prescribed by Regulation 14 of the Municipal Budget and Reporting Regulations, the Draft Service Delivery and Budget Implementation Plan must be tabled as part of the budget process, it being noted that the final approval of the SDBIP can be made within 28 days after the approval of the Budget per section 53 of the MFMA.

DEFINITION

“Service Delivery and Budget Implementation Plan” means a plan approved by the Mayor of a municipality in terms of section 53 (1)(c)(ii) of the Municipal Finance Management Act (MFMA) for implementing the municipality’s delivery of municipal services and the execution of its budget which must indicate:

- (a) Projections for each month of:
 - Revenue to be collected by source
 - Operational and Capital Expenditure by vote**
- (b) Service delivery targets and performance indicators for each quarter, and**
- (c) Any other matters that may be prescribed, and includes any revisions of such a plan by the mayor in terms of section 54(1)(c) of the MFMA**

APPROVAL OF THE SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN



INXUBA YETHEMBA MUNICIPALITY

The Service Delivery and Budget Implementation Plan for 2013/14 is hereby approved in terms of section 53(1)(c)(ii) of the MFMA


.....
N. GONIWE
EXECUTIVE MAYOR

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MONTHLY PROJECTION OF REVENUE BY SOURCE

MONTHLY PROJECTION OF REVENUE BY SOURCE

REVENUE BY SOURCE	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total 13/14
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Property Rates	21 884	0											21 884
Property Rates - penalties imposed and collection charges	74	74	74	74	74	74	74	74	74	74	74	74	848
Service charges - electricity revenue from tariff billings	6 688	6 688	6 888	6 888	6 188	6 188	6 188	6 188	6 188	6 988	7 288	6 688	79 229
Service charges - water revenue from tariff billings	1 897	1 897	1 897	1 897	1 897	1 897	1 897	1 897	1 897	1 897	1 897	1 397	22 004
Service charges - sanitation revenue from tariff billings	6 188												6 188
Service charges - refuse removal from tariff billings	1 149	1 149	1 149	1 149	1 149	1 149	1 149	1 149	1 149	1 149	1 149	1 149	13 831
Service charges - other	15	20	20	20	20	20	20	20	20	19	15	18	226
Rental of facilities and equipment	148	148	148	148	148	148	148	148	148	148	148	21	1 654
Interest earned - external investments	7	7	7	7	7	7	7	7	6	6	7	7	80
Interest earned - outstanding debtors	576	576	576	576	576	576	576	576	576	576	576	576	6 890
Fines	11	11	11	11	11	11	10	10	10	10	10	10	119
Licenses and permits	261	261	261	261	261	261	261	261	261	261	261	261	3 126
Income for agency services	0	0	0	4 000	0	0	4 000	0	0	4 000	0	4 214	16 214
Government grants & subsidies	23 199				13 519				9 940			-235	46 423
Other	219	219	219	219	219	219	219	219	219	219	219	219	2 371
TOTAL REVENUE BY SOURCE	62 316	11 050	11 250	15 250	24 069	10 550	14 549	8 388	10 549	20 487	15 343	11 144	221 315

1. MUNICIPAL MANAGER'S OFFICE MONTHLY PROJECTIONS OF OPERATIONAL AND CAPITAL EXPENDITURE

	July			August			September			October		
	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Department : Municipal Managers Office												
MUNICIPAL MANAGER	306	0	0	306	0	0	306	0	0	306	0	0
COUNCIL'S GENERAL EXPENDITURE	1 078	0	0	1 178	0	0	1 178	0	0	1 178	0	0
EXECUTIVE MAYOR	83	0	0	83	0	0	83	0	0	83	0	0
TOTAL	1 467	0	0	1 567	0	0	1 567	0	0	1 567	0	0

	November			December			January			February		
	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Department : Municipal Managers Office												
MUNICIPAL MANAGER	306	0	0	306	0	0	306	0	0	306	0	0
COUNCIL'S GENERAL EXPENDITURE	1 178	0	0	1 178	0	0	1 178	0	0	1 178	0	0
EXECUTIVE MAYOR	83	0	0	83	0	0	83	0	0	83	0	0
TOTAL	1 567	0	0	1 567	0	0	1 567	0	0	1 567	0	0

	March			April			May			June		
	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Department : Municipal Managers Office												
MUNICIPAL MANAGER	306	0	0	306	0	0	306	0	0	282	0	83
COUNCIL'S GENERAL EXPENDITURE	1 178	0	0	1 178	0	0	1 178	0	0	998	0	432
EXECUTIVE MAYOR	83	0	0	83	0	0	83	0	0	180	0	54
TOTAL	1 567	0	0	1 567	0	0	1 567	0	0	1 460	0	569

2. CORPORATE SERVICE MANAGER'S DEPARTMENT MONTHLY PROJECTIONS OF OPERATIONAL AND CAPITAL EXPENDITURE

	July			August			September			October		
	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Department : Corporate Services												
CORPORATE SERVICE (ADMIN)	540	0	0	540	0	0	540	0	0	540	0	0
CORPORATE SERVICE (HALLS)	263	0	-13	263	0	-13	263	0	-13	263	0	-13
TOTAL	803	0	-13	803	0	-13	803	0	-13	803	0	-13

	November			December			January			February		
	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Department : Corporate Services												
CORPORATE SERVICE (ADMIN)	540	0	0	540	0	0	540	0	0	540	0	0
CORPORATE SERVICE (HALLS)	263	0	-13	263	0	-13	263	0	-13	263	0	-13
TOTAL	803	0	-13	803	0	-13	803	0	-13	803	0	-13

	March			April			May			June		
	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Department : Corporate Services												
CORPORATE SERVICE (ADMIN)	540	0	0	540	0	0	540	0	0	540	0	0
CORPORATE SERVICE (HALLS)	263	0	-13	263	0	-13	263	0	-13	263	0	-202
TOTAL	803	0	-13	803	0	-13	803	0	-13	803	0	-202

3. FINANCE DEPARTMENT'S MONTHLY PROJECTIONS OF OPERATIONAL AND CAPITAL EXPENDITURE

	July			August			September			October		
	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Department : Chief Financial Officer												
MANAGER FINANCIAL SERVICES	350	0	-23 199	350	0	-355	350	0	-355	350	0	-355
CONSUMER SERVICES	357	0	-21 884	357	0	-46	357	0	-46	357	0	-46
INFORMATION TECHNOLOGY	184	0	0	184	0	0	184	0	0	184	0	0
INTERNAL SERVICES: SALARIES	246	0	0	246	0	0	246	0	0	246	0	0
INTERNAL SERVICES: STORE	55	0	0	55	0	0	55	0	0	55	0	0
FINANCIAL CONTROL AND ASSETS	99	0	0	99	0	0	99	0	0	99	0	0
REVENUE MANAGEMENT	35	0	0	35	0	0	35	0	0	35	0	0
TOTAL	1 596	0	-45 083	1 596	0	-401	1 596	0	-401	1 596	0	-401

	November			December			January			February		
	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Department : Chief Financial Officer												
MANAGER FINANCIAL SERVICES	350	0	-14 203	350	0	-355	350	0	-355	350	0	-355
CONSUMER SERVICES	626	0	-46	626	0	-46	626	0	-46	626	0	-46
INFORMATION TECHNOLOGY	184	0	0	184	0	0	184	0	0	184	0	0
INTERNAL SERVICES: SALARIES	246	0	0	246	0	0	246	0	0	246	0	0
INTERNAL SERVICES: STORE	55	0	0	55	0	0	55	0	0	55	0	0
FINANCIAL CONTROL AND ASSETS	99	0	0	99	0	0	99	0	0	99	0	0
REVENUE MANAGEMENT	35	0	0	35	0	0	35	0	0	35	0	0
TOTAL	1 596	0	-14 249	1 596	0	-401	1 596	0	-401	1 596	0	-401

	March			April			May			June		
	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Department : Chief Financial Officer												
MANAGER FINANCIAL SERVICES	350	0	-9 637	350	0	-355	350	0	-355	350	0	-355
CONSUMER SERVICES	626	0	-46	626	0	-46	626	0	-46	626	0	-46
INFORMATION TECHNOLOGY	184	0	0	184	0	0	184	0	0	184	0	0
INTERNAL SERVICES: SALARIES	246	0	0	246	0	0	246	0	0	246	0	0
INTERNAL SERVICES: STORE	55	0	0	55	0	0	55	0	0	55	0	0
FINANCIAL CONTROL AND ASSETS	99	0	0	99	0	0	99	0	0	99	0	0
REVENUE MANAGEMENT	35	0	0	35	0	0	35	0	0	35	0	0
TOTAL	1 596	0	-9 683	1 596	0	-401	1 596	0	-401	1 596	26	-401

	July			August			September			October		
	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Department : LED												
LED ADMIN	172	0	-10	172	0	-10	172	0	-10	172	0	-10
SMME	29	0	0	29	0	0	29	0	0	29	0	0
CARAVAN PARK	11	0	0	11	0	0	11	0	-9	11	0	-2
COMMONAGE	162	0	-6	162	0	-6	162	0	-6	162	0	-6
CRADOCK SPA	137	0	-48	137	0	-48	137	0	-48	137	0	-48
MUSEUM	32	0	0	32	0	0	32	0	0	32	0	0
TOURISM	108	0	0	108	0	0	108	0	0	108	0	0
VUSUBUNTU	29	0	0	29	0	0	29	0	0	29	0	0
TOTAL	680	0	-64	680	0	-64	680	0	-64	680	0	-64

	November			December			January			February		
	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Department : LED												
LED ADMIN	172	0	-10	172	0	-10	172	0	-10	172	0	-10
SMME	29	0	0	29	0	0	29	0	0	29	0	0
CARAVAN PARK	11	0	0	11	0	0	11	0	-9	11	0	-2
COMMONAGE	162	0	-6	162	0	-6	162	0	-6	162	0	-6
CRADOCK SPA	137	0	-48	137	0	-48	137	0	-48	137	0	-48
MUSEUM	32	0	0	32	0	0	32	0	0	32	0	0
TOURISM	108	0	0	108	0	0	108	0	0	108	0	0
VUSUBUNTU	29	0	0	29	0	0	29	0	0	29	0	0
TOTAL	680	0	-64	680	0	-64	680	0	-64	680	0	-64

	March			April			May			June		
	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Department : LED												
LED ADMIN	172	0	-10	172	0	-10	172	0	-10	172	0	-10
SMME	29	0	0	29	0	0	29	0	0	29	0	0
CARAVAN PARK	11	0	0	11	0	0	11	0	-9	11	0	-2
COMMONAGE	162	0	-6	162	0	-6	162	0	-6	162	0	-6
CRADOCK SPA	137	0	-48	137	0	-48	137	0	-48	137	0	-48
MUSEUM	32	0	0	32	0	0	32	0	0	32	0	0
TOURISM	108	0	0	108	0	0	108	0	0	108	0	0
VUSUBUNTU	29	0	0	29	0	0	29	0	0	29	0	0
TOTAL	680	0	-64	680	0	-64	680	0	-64	680	0	-64

4. COMMUNITY SERVICE DEPARTMENT MONTHLY PROJECTIONS OF OPERATIONAL AND CAPITAL EXPENDITURE

	July			August			September			October		
	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Department : Community Services												
COMMUNITY SERVICE ADMIN	115	0	-0	115	0	-0	115	0	-0	115	0	-0
LIBRARIES	179	0	-210	179	0	-210	179	-210	0	179	0	-210
REFUSE	607		-1 153			-1 153			-1 153			-1 153
CIVIL PROTECTION SERVICES	18	0	-2	18	0	-2	18	0	-2	18	0	-20
TRAFFIC & LICENCES	218	0	-270	218	0	-270	218	0	-270	218	0	-270
FIRE PROTECTION	24	0	-1	24	0	-1	24	0	-1	24	0	-1
DISASTER MANAGEMENT	1	0	0	1	0	0	1	0	0	1	0	0
ENVIRONMENTAL HEALTH	26	0	0	2	0	0	2	0	0	2	0	0
STREET SWEEPING	66	0	0	49	0	0	49	0	0	49	0	0
PARKS AND GARDENS	350	0	-4	299	0	-3	299	0	-3	299	0	-3
SPORT COMPLEX	121	0	-2	105	0	0	105	0	0	105	0	0
SWIMMING POOLS	6	0	-1	10	0	-2	10	0	-2	10	0	-2
CEMETRIES	9	0	-10	9	0	-10	9	0	-10	9	0	-10
EPWP	83		-400	83		-400	83			83		
TOTAL	1 847	0	-2 052	1 847	0	-1 652	1 847	0	-1 652	1 847	0	-1 652

	November			December			January			February		
	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Department : Community Services												
COMMUNITY SERVICE ADMIN	115	0	-0	115	0	-0	115	0	-0	115	0	-0
LIBRARIES	179	0	-210	179	0	-210	179	-210	0	179	0	-210
REFUSE	607		-1 153			-1 153			-1 153			-1 153
CIVIL PROTECTION SERVICES	18	0	-2	18	0	-2	18	0	-2	18	0	-20
TRAFFIC & LICENCES	218	0	-270	218	0	-270	218	0	-270	218	0	-270
FIRE PROTECTION	24	0	-1	24	0	-1	24	0	-1	24	0	-1
DISASTER MANAGEMENT	1	0	0	1	0	0	1	0	0	1	0	0
ENVIRONMENTAL HEALTH	26	0	0	2	0	0	2	0	0	2	0	0
STREET SWEEPING	66	0	0	49	0	0	49	0	0	49	0	0
PARKS AND GARDENS	350	0	-4	299	0	-3	299	0	-3	299	0	-3
SPORT COMPLEX	121	0	-2	105	0	0	105	0	0	105	0	0
SWIMMING POOLS	6	0	-1	10	0	-2	10	0	-2	10	0	-2
CEMETRIES	9	0	-10	9	0	-10	9	0	-10	9	0	-10
EPWP	83		-400	83		-400	83			83		
TOTAL	1 847	0	-2 052	1 847	0	-1 652	1 847	0	-1 652	1 847	0	-1 652

	March			April			May			June		
	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Department : Community Services												
COMMUNITY SERVICE ADMIN	115	0	-0	115	0	-0	115	0	-0	115	0	-0
LIBRARIES	179	0	-210	179	0	-210	179	-210	0	179	0	-210
REFUSE	607		-1 153			-1 153			-1 153			-1 153
CIVIL PROTECTION SERVICES	18	0	-2	18	0	-2	18	0	-2	18	0	-20
TRAFFIC & LICENCES	218	0	-270	218	0	-270	218	0	-270	218	0	-270
FIRE PROTECTION	24	0	-1	24	0	-1	24	0	-1	24	0	-1
DISASTER MANAGEMENT	1	0	0	1	0	0	1	0	0	1	0	0
ENVIRONMENTAL HEALTH	26	0	0	2	0	0	2	0	0	2	0	0
STREET SWEEPING	66	0	0	49	0	0	49	0	0	49	0	0
PARKS AND GARDENS	350	0	-4	299	0	-3	299	0	-3	299	0	-3
SPORT COMPLEX	121	0	-2	105	0	0	105	0	0	105	0	0
SWIMMING POOLS	6	0	-1	10	0	-2	10	0	-2	10	0	-2
CEMETRIES	9	0	-10	9	0	-10	9	0	-10	9	0	-10
EPWP	83		-400	83		-400	83			83		
TOTAL	1 847	0	-2 052	1 847	0	-1 652	1 847	0	-1 652	1 847	0	-1 652

5. TECHNICAL SERVICE DEPARTMENT MONTHLY PROJECTIONS OF OPERATIONAL AND CAPITAL EXPENDITURE

	July			August			September			October		
	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Department : Technical Services												
TECHNICAL SERVICE ADMIN	199	44	0	227	44	0	227	44	0	227	44	0
CORPORATE SERVICE (HOUSING)	84	0	-66	84	0	-66	84	0	-66	84	0	-66
TOWN PLANNING	104	0	-16	46	0	-9	46	0	-9	46	0	-9
AERODROME	2	0	0	0	0	0	0	0	0	0	0	0
MECHANICAL AND WELDING WORKS	83	0	-0	83	0	-0	83	0	-0	83	0	-0
PUBLIC WORKS: STREETS	4891	857	-1180	4891	857	-1180	4891	857	-1180	4891	857	-1180
SIDEWALKS	0	0	0	0	0	0	0	0	0	0	0	0
PUBLIC WORKS: BUILDING ADMIN	57	0	0	57	0	0	57	0	0	57	0	0
PUBLIC WORKS	253	0	-4	253	0	-4	253	0	-4	253	0	-4
ELECTRICITY: ADMIN	337	0	0	337	0	0	337	0	0	337	0	0
ELECTRICITY: DISTRIBUTION	5157	350	-3	5157	350	-3	5157	300	585	5157		-3
PUBLIC WORKS: PLUMBING	337	0	0	337	0	0	337	0	0	337	0	0
SEWERAGE SERVICES	979	0	-516	979	0	-516	979	0	-516	979	0	-516
WATER DISTRIBUTION	1733	0	-3212	1733	0	-3212	1733	0	-3212	1733	0	-3212
TOTAL	13926	3	-	13926	3	-	13926	115	-	13926	3	-
	13926	115	11618	13926	115	11618	13926	115	11618	13926	115	11618

	November			December			January			February		
	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Department : Technical Services												
TECHNICAL SERVICE ADMIN	199	44	0	227	44	0	227	44	0	227	44	0
CORPORATE SERVICE (HOUSING)	84	0	-66	84	0	-66	84	0	-66	84	0	-66
TOWN PLANNING	104	0	-16	46	0	-9	46	0	-9	46	0	-9
AERODROME	2	0	0	0	0	0	0	0	0	0	0	0
MECHANICAL AND WELDING WORKS	83	0	-0	83	0	-0	83	0	-0	83	0	-0
PUBLIC WORKS: STREETS	4891	857	-1180	4891	857	-1180	4891	857	-1180	4891	857	-1180
SIDEWALKS	0	0	0	0	0	0	0	0	0	0	0	0
PUBLIC WORKS: BUILDING ADMIN	57	0	0	57	0	0	57	0	0	57	0	0
PUBLIC WORKS	253	0	-4	253	0	-4	253	0	-4	253	0	-4
ELECTRICITY: ADMIN	337	0	0	337	0	0	337	0	0	337	0	0
ELECTRICITY: DISTRIBUTION	5157	350	-3	5157	350	-3	5157	300	-3	5157		-3
PUBLIC WORKS: PLUMBING	337	0	0	337	0	0	337	0	0	337	0	0
SEWERAGE SERVICES	979	0	-516	979	0	-516	979	0	-516	979	0	-516
WATER DISTRIBUTION	1733	0	-3212	1733	0	-3212	1733	0	-3212	1733	0	-3212
TOTAL	13926	3	-	13926	3	-	13926	3	-	13926	3	-
	13926	115	11618	13926	115	11618	13926	115	11618	13926	115	11618

	March			April			May			June		
	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev	Opex	Capex	Rev
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
Department : Technical Services												
TECHNICAL SERVICE ADMIN	199	44	0	227	44	0	227	44	0	227	44	0
CORPORATE SERVICE (HOUSING)	84	0	-66	84	0	-66	84	0	-66	84	0	-66
TOWN PLANNING	104	0	-16	46	0	-9	46	0	-9	46	0	-9
AERODROME	2	0	0	0	0	0	0	0	0	0	0	0
MECHANICAL AND WELDING WORKS	83	0	-0	83	0	-0	83	0	-0	83	0	-0
PUBLIC WORKS: STREETS	4891	857	-1180	4891	857	-1180	4891	857	-1180	4891	857	-1180
SIDEWALKS	0	0	0	0	0	0	0	0	0	0	0	0
PUBLIC WORKS: BUILDING ADMIN	57	0	0	57	0	0	57	0	0	57	0	0
PUBLIC WORKS	253	0	-4	253	0	-4	253	0	-4	253	0	-4
ELECTRICITY: ADMIN	337	0	0	337	0	0	337	0	0	337	0	0
ELECTRICITY: DISTRIBUTION	5157	350	-3	5157	350	-3	5157	300	-3	5157		-3
PUBLIC WORKS: PLUMBING	337	0	0	337	0	0	337	0	0	337	0	0
SEWERAGE SERVICES	979	0	-516	979	0	-516	979	0	-516	979	0	-516
WATER DISTRIBUTION	1733	0	-3212	1733	0	-3212	1733	0	-3212	1733	0	-3212
TOTAL	13926	3	-	13926	3	-	13926	115	-	13926	115	-

IDP Ref. No	Project	Objective	Key Performance Indicator/s	Baseline Indicator	Evidence/ Measurement	Annual Target/ Timeframe	Qtr1 30 th Sept 2013		Qtr 2 31 Dec 2013		Qtr3 31 Mar 2014		Qtr4 30 June 2014		Explanation of variance	Responsible person
							Exp	Act	Exp	Act	Exp	Act	Exp	Act		
4F1.4	Ward meetings	To ensure that communities participate in affairs of municipality in a structured manner	Number of ward meetings held	Not as per schedule	Minutes of meetings	At least 6 per ward										SPEAKER CORPORATE SERVICE MANAGER
4F1.5	IDP forums	To ensure that communities participate in the development agenda of the municipality	Number of forums held	6 held	Attendance registers	At least 6 forums by May 2014										MUNICIPAL MANAGER (IDP MANAGER)
4F1.6	Budget Consultations	To ensure that communities participate in the development agenda of the municipality	Number of consultation meetings held	All wards	Attendance registers	9 by May 2011						9				CFO
4F1.7	IGR	To forge intergovernmental Relations for cooperative governance at local level	Number of meetings held	Not functional	Minutes	4 per annum	1	1	1	1	1					MAYOR MUNICIPAL MANAGER

IDP Ref. No	Project	Objective	Key Performance Indicator/s	Baseline	Evidence/ Measurement	Annual Target/ Timeframe	Qtr1 30 th Sept 2011		Qtr 2 31 Dec 2011		Qtr3 31 Mar 2012		Qtr4 30 June 2012		Explanation of variance	Responsible person
							Exp	Act	Exp	Act	Exp	Act	Exp	Act		
4F1.8	Mayoral Outreaches	To provide a platform for listening and giving feed back to the community	Number of outreaches held in a year	Not frequently	Attendance/ Minutes	2 per annum		1				1				MAYOR
4F1.9	Petitions Management	To develop a system of responding to petitions	Documented and adopted system	None	Document	30 August 2013										MUNICIPAL MANAGER
4F1.10	Declaration of Interest	To ensure that all councillors and managers annually declare their interest to guard against conflict of interest	Number of Councillors and Managers who have signed	July	Records	100% annually	100%									MUNICIPAL MANAGER
4F1.11	Performance Agreements	To ensure that all managers sign performance agreements in line with their employment contracts	Agreements signed in required timeframe	Signed in 2013	Document	31 July 2013										MUNICIPAL MANAGER

2. INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS

IDP Ref. No	Project	Objective	Key Performance Indicator/s	Baseline Indicator	Evidence/ Measurement	Annual Target/ Timeframe	Qtr1 30 th Sept 2011		Qtr 2 31 Dec 2011		Qtr3 31 Mar 2012		Qtr4 30 June 2012		Explanation of variance	Responsible Person
							Exp	Act	Exp	Act	Exp	Act	Exp	Act		
4E1.1	Work place Skills Plan	To ensure that there is an informed plan to guide training of staff	Document available and submitted in time	Submitted annually	Document	As per timeline set by DOL		Submit								CORPORATE SERVICE MANAGER
4E1.2	Human Resource Plan	To ensure that the plan is implemented	Progress in implementation of the plan	Adopted Plan	Progress reports	Quarterly reports						Plan				CORPORATE SERVICE MANAGER
4E1.3	Policies and By-laws	To coordinate the gazetting of By-laws and policies so as to effect implementation	Number of By-laws and policies gazetted	None for financial year	Gazettes	June 2014 of all adopted before March 2014	1	1	1	1	1					CORPORATE SERVICE MANAGER
4E1.4	Employment Equity Plan	To have an employment equity plan with numerical goals in line with the Employment Equity Act	% Achievement of Goals		Records	January 2012										CORPORATE SERVICE MANAGER

IDP Ref. No	Project	Objective	Key Performance Indicator/s	Baseline	Evidence/ Measurement	Annual Target/ Timeframe	Qtr1 30 th Sept 2011		Qtr 2 31 Dec 2011		Qtr3 31 Mar 2012		Qtr4 30 June 2012		Explanation of variance	Responsible person
							Exp	Act	Exp	Act	Exp	Act	Exp	Act		
4E1.5	Skills Development	To ensure that staff has the capacity in terms of skills to perform optimally	% of budgeted amount spent on skills development	Training not followed due to finance	Records	80% by June 2014										CORPORATE SERVICE MANAGER
4E1.6	Employee Induction	To ensure that incoming staff is inducted into the institution	Number of new staff members inducted	Not taking place currently	attendance registers	All new employees										CORPORATE SERVICE MANAGER
4E1.7	Cascading of PMS	To develop a framework to cascade the PMS to all levels of staff	Adopted framework	none	Document	Dec 2013										CORPORATE SERVICE MANAGER
4E1.8	PMS Automation	To have an automated System to improve monitoring and reporting	Implementati on of the system	none	Records	March 2014										CORPORATE SERVICE MANAGER

IDP Ref. No	Project	Objective	Key Performance Indicator/s	Baseline	Evidence/ Measurement	Annual Target/ Timeframe	Qtr1 30 th Sept 2011		Qtr 2 31 Dec 2011		Qtr3 31 Mar 2012		Qtr4 30 June 2012		Explanation of variance	Responsible person
							Exp	Act	Exp	Act	Exp	Act	Exp	Act		
4E1.9	Change management	To have a program in place to deal with culture of doing things in line with Batho Pele principles	Number of change management sessions conducted	none	Attendance registers	At least 4 per annum										CORPORATE SERVICE MANAGER
4E1.10	Employee Relations	To strive to create an environment conducive for sound employee relations	Number of LLF meetings held		Minutes of meetings	6 per annum										CORPORATE SERVICE MANAGER
		Reduction in number of disputes lodged as a result of non adherence to disciplinary procedures	% reduction	none	Records on cases of disciplinary procedures	100% reduction										CORPORATE SERVICE MANAGER
		Number of days taken to address a grievance lodged	Records of grievances lodged and signed off after being attended to	Not available	Records	Within 5 days after being lodged										CORPORATE SERVICE MANAGER

3 FINANCIAL VIABILITY SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS

IDP Ref. No	Project	Objective	Key Performance Indicator/s	Baseline Indicator	Evidence/ Measurement	Annual Target/ Timeframe	Qtr1 30 th Sept 2011		Qtr 2 31 Dec 2011		Qtr3 31 Mar 2012		Qtr4 30 June 2012		Explanation of variance	Responsible Person	
							Exp	Act	Exp	Act	Exp	Act	Exp	Act			
4D1.1	Credit control Policy	Develop, revise and implement finance policies to facilitate revenue enhancement	Adopted policy by council	Requires review	Document and council resolution	Sept 2013										CHIEF FINANCIAL OFFICER	
4D1.2	Indigent policy		Adopted policy by council	Not as a stand alone policy	Document and council resolution	Sept 2013											CHIEF FINANCIAL OFFICER
4D1.3	free basic service policy		Adopted policy by council	none	Document and council resolution	Sept 2013											CHIEF FINANCIAL OFFICER
4D1.4	meter reading	To put in place systems which will enhance revenue collection	Number of additional meter readers appointed	none	Appointment letters	3 by August 2013											CHIEF FINANCIAL OFFICER
4D1.5	prepaid meter systems		Number of new meters installed	none	Records												CHIEF FINANCIAL OFFICER
4D1.7	customer care		Number of dedicated personnel for the centre	none	Appointment letters	At least 2 by Sept 2013											CHIEF FINANCIAL OFFICER
4D1.8	Valuations	To embark on new valuations so as to increase	Approved valuation roll	Expired roll	Document and council	Dec 2013											CHIEF FINANCIAL OFFICER

IDP Ref. No	Project	Objective	Key Performance Indicator/s	Baseline Indicator	Evidence/ Measurement	Annual Target/ Timeframe	Qtr1 30 th Sept 2011		Qtr 2 31 Dec 2011		Qtr3 31 Mar 2012		Qtr4 30 June 2012		Explanation of variance	Responsible Person
							Exp	Act	Exp	Act	Exp	Act	Exp	Act		
4D2.1	internal reporting	To improve accountability by ensuring reporting in accordance with prescripts and standards	Number of reports submitted	none	Records	12 Monthly and 4 quarterly reports to committees and council										CHIEF FINANCIAL OFFICER
4D2.2	external reporting		Number of reports submitted	none	Records	12 Monthly, 4 quarterly and 1 annual report to province and national Treasury and AG where required										CHIEF FINANCIAL OFFICER
4D2.3	Asset register	To ensure assets are properly maintained and safeguarded	Document of complete asset register	incomplete	Document	July 2013										CHIEF FINANCIAL OFFICER

IDP Ref. No	Project	Objective	Key Performance Indicator/s	Baseline Indicator	Evidence/ Measurement	Annual Target/ Timeframe	Qtr1 30 th Sept 2011		Qtr 2 31 Dec 2011		Qtr3 31 Mar 2012		Qtr4 30 June 2012		Explanation of variance	Responsible Person
							Exp	Act	Exp	Act	Exp	Act	Exp	Act		
4D2.4	Supply Chain	To ensure a capacitated supply chain unit which delivers on its mandate	Number of full-time staff appointed	1	Appointment letter	2 July 2013										CHIEF FINANCIAL OFFICER
4D2.5	Clean Audit	To ensure an Unqualified audit for the 2013/14 financial year	Audit opinion	disclaimer	AG report	Unqualified opinion 2013/14										CHIEF FINANCIAL OFFICER
4D2.6	Budget and treasury office (BTO)	Established and functional BTO	Number of Fulltime BTO staff appointed	intern	Appointment letters	2 by July 2013										CHIEF FINANCIAL OFFICER

IDP Ref. No	Project	Objective	Key Performance Indicator/s	Baseline Indicator	Evidence/ Measurement	Annual Target/ Timeframe	Qtr1 30 th Sept 2011		Qtr 2 31 Dec 2011		Qtr3 31 Mar 2012		Qtr4 30 June 2012		Explanation of variance	Responsible Person
							Exp	Act	Exp	Act	Exp	Act	Exp	Act		
4D3.1	Strategy	To have an IT strategy to guide IT operations	Adopted strategy Document	none	Document and council resolution	Sept 2013										CHIEF FINANCIAL OFFICER
4D3.2	IT policies	To ensure that the IT environment is governed	Number of IT policies adopted	drafts	Documents and council resolution	Sept 2013										CHIEF FINANCIAL OFFICER
4D3.3	IT Capacity building	To ensure that staff is capacitated to utilize IT to its maximum potential	Number of IT training sessions organised	none	Records	At least 4 per annum										CHIEF FINANCIAL OFFICER

IDP Ref. No	Project	Objective	Key Performance Indicator/s	Baseline Indicator	Evidence/ Measurement	Annual Target/ Timeframe	Qtr1 30 th Sept 2011		Qtr 2 31 Dec 2011		Qtr3 31 Mar 2012		Qtr4 30 June 2012		Explanation of variance	Responsible Person
							Exp	Act	Exp	Act	Exp	Act	Exp	Act		
4C3.3	<i>Cradock Spa</i>	<i>To prepare a bankable feasibility study</i>	<i>% scope of project completed</i>	<i>Service provider appointed</i>	<i>Documented study</i>	<i>Sept 2013</i>										LED MANAGER
4C3.4	<i>Middelburg Caravan Park</i>	<i>Source funding for developing the Caravan Park so as to attract tourists</i>	<i>Funding proposals submitted</i>	<i>None</i>	<i>Document</i>	<i>October 2013</i>										LED MANAGER
4C3.5	<i>Middelburg Tourism Village</i>	<i>To develop a tourism village in the MBG unit</i>	<i>Funding proposals submitted</i>	<i>Original proposal</i>	<i>Document</i>	<i>December 2013</i>										LED MANAGER

5. BASIC SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS (COMMUNITY SERVICES)

IDP Ref. No	Project	Objective	Key Performance Indicator/s	Baseline Indicator	Evidence/ Measurement	Annual Target/ Timeframe	Qtr1 30 th Sept 2011		Qtr 2 31 Dec 2011		Qtr3 31 Mar 2012		Qtr4 30 June 2012		Explanation of variance	Responsible Person
							Exp	Act	Exp	Act	Exp	Act	Exp	Act		
4B1.2	Maintenance of Sport facilities	Ensure that all facilities are properly maintained	% customer satisfaction	No survey conducted	Quarterly Survey results	70% customer satisfaction overall										COMMUNITY SERVICE MANAGER
4B2.2	Maintenance of all cemeteries	To ensure that facilities are clean and sites accessible	% customer satisfaction	No survey conducted	Quarterly Survey results	60% customer satisfaction overall										COMMUNITY SERVICE MANAGER
4B2.3	Kwanonzame cemetery toilet facility	Ensure that there are toilet facilities in Kwanonzame cemetery	Availability of facilities	None	Structure in place	Completed structure by June 2014										COMMUNITY SERVICE MANAGER
																COMMUNITY SERVICE MANAGER

IDP Ref. No	Project	Objective	Key Performance Indicator/s	Baseline Indicator	Evidence/ Measurement	Annual Target/ Timeframe	Qtr1 30 th Sept 2011		Qtr 2 31 Dec 2011		Qtr3 31 Mar 2012		Qtr4 30 June 2012		Explanation of variance	Responsible Person
							Exp	Act	Exp	Act	Exp	Act	Exp	Act		
4B3.1	HIV/AIDS workplace Strategy	Development of Workplace strategy to curb any form of discrimination and to educate workforce	Documented strategy	document	physical inspection Certificate of completion	100% by June 2014										COMMUNITY SERVICE MANAGER
4B3.2	Awareness Programme	To increase level of awareness in youth	Number of awareness sessions held	none	Reports on sessions held	At least 4 by June 2014										COMMUNITY SERVICE MANAGER
4B3.6	OVC Program	To take stock and give support to orphans and vulnerable children	Number of known OVC's reached per ward	none	Reports	All known OVC's										COMMUNITY SERVICE MANAGER

IDP Ref. No	Project	Objective	Key Performance Indicator/s	Baseline Indicator	Evidence/ Measurement	Annual Target/ Timeframe	Qtr1 30 th Sept 2011		Qtr 2 31 Dec 2011		Qtr3 31 Mar 2012		Qtr4 30 June 2012		Explanation of variance	Responsible Person
							Exp	Act	Exp	Act	Exp	Act	Exp	Act		
4B4.1	Disaster Management Plan	Revise Disaster Management Plan	Revised Disaster Management Plan adopted by council	none	Document & Council resolution	August 2013										COMMUNITY SERVICE MANAGER
4B4.2	Equip the Disaster Management Centre	To have an equipped and capable centre	Availability of Basic disaster Equipment	none	records	by June 2014										COMMUNITY SERVICE MANAGER
4B4.3	Disaster Management Forum	To have a functional Disaster Management Forum in place	An established forum	none	Minutes/ attendance registers	August 2013										COMMUNITY SERVICE MANAGER

IDP Ref. No	Project	Objective	Key Performance Indicator/s	Baseline Indicator	Evidence/ Measurement	Annual Target/ Timeframe	Qtr1 30 th Sept 2011		Qtr 2 31 Dec 2011		Qtr3 31 Mar 2012		Qtr4 30 June 2012		Explanation of variance	Responsible Person
							Exp	Act	Exp	Act	Exp	Act	Exp	Act		
4B5.1	Integrated Waste Management Plan	Develop an Integrated Waste Management Plan for the municipality	An approved Integrated Waste Management Plan	none	Document & Council resolution	June 2014										COMMUNITY SERVICE MANAGER
4B5.3	Urban Greening	To promote a clean environmentally Friendly communities	Number of parks developed and maintained	Existing ones in very poor state	Reports & physical inspection	1 in each ward										COMMUNITY SERVICE MANAGER
4B5.4	Solid Waste Disposal sites	An established compliant Disposal site	Disposal sites that are licensed	tendering	certificates	August 2013										COMMUNITY SERVICE MANAGER
4B5.6	EPWP environmental project	Creating jobs through EPWP and ensuring that the environment is clean	Number of jobs created	0	Records	200 by June 2014										COMMUNITY SERVICE MANAGER

IDP Ref. No	Project	Objective	Key Performance Indicator/s	Baseline Indicator	Evidence/ Measurement	Annual Target/ Timeframe	Qtr1 30 th Sept 2011		Qtr 2 31 Dec 2011		Qtr3 31 Mar 2012		Qtr4 30 June 2012		Explanation of variance	Responsible Person
							Exp	Act	Exp	Act	Exp	Act	Exp	Act		
4B6.1	Speed Bumps	Put in place traffic calming measures in high risk areas	Number of speed bumps in identified areas	0	Physical inspection	At least 6 by June 2014										COMMUNITY SERVICE MANAGER
4B6.2	Road Signage	To have visible signs to Control traffic flow	Number of signs replaced	To be identified	Physical inspection	75% identified signs by June 2014										COMMUNITY SERVICE MANAGER
4B6.3	Traffic Law Enforcement	To increase capacity for for traffic law enforcement	Number of new traffic officers employed	3	Employment contracts	2 by Sept 2013										COMMUNITY SERVICE MANAGER
4B6.4	Pounding facilities	To reduce dangers /accidents caused by stray animals	Number of Operational pounding facilities	1 in MBG	Reports	2 by Sept 2013										COMMUNITY SERVICE MANAGER

4. BASIC SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS (TECHNICAL SERVICE)

IDP Ref. No	Project	Objective	Key Performance Indicator/s	Baseline Indicator	Evidence/ Measurement	Annual Target/ Timeframe	Qtr1 30 th Sept 2011		Qtr 2 31 Dec 2011		Qtr3 31 Mar 2012		Qtr4 30 June 2012		Explanation of variance	Responsible Person
							Exp	Act	Exp	Act	Exp	Act	Exp	Act		
4A1.4	Sewer Pump station Lingelihle	Replace existing ineffective Pump-station to stop spillages	New pump installed		Handover certificate	June 2014										TECHNICAL SERVICE MANAGER
4A3.1	Rosmead Rural Water	To ensure up to erf connection of water for Rosmead households	Number of households with up to erf connection	Bulk connectors	Handover certificate	All households by June 2014										TECHNICAL SERVICE MANAGER
4A3.2	Cradock Water Treatment Works (WTW)	Repair the WTW to provide potable water	Complete the repairs	Tender preparation		April 2014										TECHNICAL SERVICE MANAGER
4A3.3	Primary Clear water Tank (WTW)	Provide potable water to community	Completion of project	Tender preparation		Complete by March 2014										TECHNICAL SERVICE MANAGER

IDP Ref. No	Project	Objective	Key Performance Indicator/s	Baseline Indicator	Evidence/ Measurement	Annual Target/ Timeframe	Qtr1 30 th Sept 2011		Qtr 2 31 Dec 2011		Qtr3 31 Mar 2012		Qtr4 30 June 2012		Explanation of variance	Responsible Person
							Exp	Act	Exp	Act	Exp	Act	Exp	Act		
4A2.1	Lusaka Low Cost Housing	To provide housing units for the dilapidated structures in Lusaka	Number of units	0	Physical inspection	80 by Sept 2013										TECHNICAL SERVICE MANAGER
4A2.9	Inxuba Yethemba Municipality Housing Chapter	To have a housing chapter which will inform current and future development	Adoption of Revised Housing Chapter	Document available	Document and Council resolution	August 2013										TECHNICAL SERVICE MANAGER
4A5.2	Michausdal bulk supply line (Ring Feed)	Reduce power failure in Michausdal	% completion of bulk supply line	0%	Completion certificate	100% by June 2014										TECHNICAL SERVICE MANAGER
4A6.1	Wesley Street upgrading	Ensure accessibility of the ward	Km of road surfaced	0	Completion certificate	0.720 Sept 2013										TECHNICAL SERVICE MANAGER
4A6.2	Cetyiwe Street	To resurface Cetyiwe street for smooth flow of traffic	Km of road surfaced	0	Completion certificate	1.150 Sept 2013										TECHNICAL SERVICE MANAGER

IDP Ref. No	Project	Objective	Key Performance Indicator/s	Baseline Indicator	Evidence/ Measurement	Annual Target/ Timeframe	Qtr1 30 th Sept 2011		Qtr 2 31 Dec 2011		Qtr3 31 Mar 2012		Qtr4 30 June 2012		Explanation of variance	Responsible Person
							Exp	Act	Exp	Act	Exp	Act	Exp	Act		
4A6.3	Miles street	Ensure Upgrading and surfacing	Kms upgraded and surfaced	0	Completion certificate	0.820 Sept 2013										TECHNICAL SERVICE MANAGER
4A6.4	Manana street	Ensure Upgrading and surfacing	Kms upgraded and surfaced	0	Completion certificate	0.40 by April 2014										TECHNICAL SERVICE MANAGER
4A6.5	Gala street	Ensure Upgrading and surfacing	Kms upgraded and surfaced	0	Completion certificate	1.0 by June 2014										TECHNICAL SERVICE MANAGER
4B1.1	Phiti stadium	To ensure a stadium with basic facilities for sport	% scope of project completed	0	Completion certificate	100% Completed by June 2014										TECHNICAL SERVICE MANAGER