

**BUDGET AND TREASURY**

**2019-2020 DRAFT SERVICE DELIVERY BUDGET AND IMPLEMENTATION PLAN**

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MEASURABLE OBJECTIVE)	PROJECT	BASELINE 2018/2019	INDICATORS	ANNUAL TARGET 2019/2020	Q1	Q2	Q3	Q4	EVIDENCE	BUDGET 2019/2020
To provide sound financial management by June 2020	Identification of potential areas to be billed	5 Areas billed	Number of areas with revenue potential to be billed	12 areas with revenue potential to be billed	Collections and Capturing of consumer Data from 12 areas indentified for potential billing	Billing of 12 indentified areas for potential revenue	Billing of 12 indentified areas for potential revenue	Billing of 12 indentified areas for potential revenue	Summary of billing reports	R1 000 000
	PPP Smart Metering	TVR II approval	% finalisation of PPP	100 % Finalisation of PPP	90 % Finanlisation of PPP	95% Finalisation of PPP	99% Finalisation of PPP	100% Finalisation of PPP	Appointment letter for an appointed provider	R1 000 000
	Improve collection rate	57% collection rate	% improvement of collection rate	Improve the collection rate by 4% to 75%	Improve the collection rate by 1% to 75%	Improve the collection rate by 2% to 75%	Improve the collection rate by 3% to 75%	Improve the collection rate by 4% to 75%	collection rate report	R1 000 000
		R182m debt book	% Reduction of debt book	5% reduction of debt book	1% reduction of debt book	2% reduction of debt book	3% reduction of debt book	5% reduction of debt book	Debtors age analysis report	R3 000 000
		3 methods of disseminations	Number of methods to diversify dissemination of consumer accounts to consumers	4 methods of diversifying dissemination of consumer accounts to consumers –SMS, email, Hand delivery & post	Implementation of 4 methods of dissemination of consumer accounts to consumers –SMS, email, Hand delivery & post	mplementation of 4 methods of dissemination of consumer accounts to consumers –SMS, email, Hand delivery & post	mplementation of 4 methods of dissemination of consumer accounts to consumers –SMS, email, Hand delivery & post	mplementation of 4 methods of dissemination of consumer accounts to consumers –SMS, email, Hand delivery & post	Reports on number of consumer accounts to consumers –SMS, email, Hand delivery & post	R0
		5% of mail returned	% reduction of returned consumer accounts	10% Reduction of returned consumer accounts	3% Reduction of returned consumer accounts	5% Reduction of returned consumer accounts	8% Reduction of returned consumer accounts	10% Reduction of returned consumer accounts	Reports on number of returned consumer accounts	R0
	Reserve funds	5m	Rand Value invested to CRR	R10m invested towards CRR	R1,5m invested in CRR	R2m invested in CRR	R3m invested in CRR	R3,5m invested in CRR	Investment statement/ certificate	R9 834 114

		Number of workshops for bid committees	Conduct 2 workshops for bid committees	1 workshop conducted for bid committees	No activity	No activity	1 workshop conducted for bid committees	Attendance register and signed Minutes	R0
User departments SCM forum	One (1) user departments forum on SCM related bottlenecks and clarity seeking	Number of user departments forum on SCM related bottlenecks and clarity seeking	Two (2) user departments forum on SCM related bottlenecks and clarity seeking	One (1) user departments forum on SCM related bottlenecks and clarity seeking forum will be held.	No activity	One (1) user departments forum on SCM related bottlenecks and clarity seeking forum will be held.	No activity	Attendance register and signed Minutes	R0
Compliance reporting	2017/18 AFS 2018/19 Section 52; 71,72 and SCM reports	Number of finance compliance reports generated and submitted (12x Section 71, 4x Section 52, 12x Supply Chain, 1x Section 72, 1xAFS)	30 finance compliance reports generated and submitted (12x Section 71, 4x Section 52, 12x Supply Chain, 1x Section 72, 1xAFS)	submission of 8 (3 Sec 71, 3 SCM , 1 Sec 52 and 1 AFS) reports	submission of 8 (3 Sec 71, 3 SCM , 1 Sec 72 and 1 Sec 52) reports	submission of 7 (3 Sec 71, 3 SCM , and 1 Sec 52) reports	submission of 7 (3 Sec 71, 3 SCM , and 1 Sec 52) reports	Acknowledgement of receipt of Section 71, 52 and 72 Report by Office of Executive Mayor, Auditor General acknowledgement receipt of AFS	R0
Functional budget steering committee	100% 2018/2019 approved budget	% credible budget prepared and monitored	100% credible budget prepared and monitored	1.10% Approved budget timetable 2. 10% Roll over application 2018/2019 .	No activity	* 30% Mid-year Adjustment of budget * 10% Review of budget related policies (draft policies) 20% Tabling of Draft Budget.	20% approval of the 2020/21 budget and its related policies	Fully funded final budget.	R0
mSCOA implementation plan	Phase 1 (Transacting of financial system) completed	% of activities on mSCOA implementation plan achieved	100% achievement of mSCOA implementation plan	50% achievement of	70%achievement of	80% achievement of	100%achievement of mSCOA implementation plan	Signed mSCOA Compliant Report	R0
Fully implementing the audit action plan.	Unqualified audit opinion with matters of emphasis	% elimination of all audit report matters	100% elimination of all audit report matters	*30% reduction of 16/17 matters of emphasis	70% reduction in matters of emphasis and 100% monitoring of the 17/18 audit process	100% development and monitoring of 2017/2018 action plan	100% development and monitoring of 2017/2018 action plan	Progress report on Audit Action Plan	R0

Facilitation of payment to staff and third parties	2018/19 salaries paid by the 25th and third parties paid on/before the 7th	% payment of salaries by the 25th and third parties on/before the 7th	100 payment of salaries by the 25th and third parties on/before the 7th	100% payment of salaries and third parties paid by 25th & 3rd Parties on or before 7th	100%payment of salaries and third parties paid by 25th & 3rd Parties on or before 7th	100%payment of salaries and third parties paid by 25th & 3rd Parties on or before 7th	100%payment of salaries and third parties paid by 25th & 3rd Parties on or before 7th	Pay roll variance report and salary recon	R0
Centralisation of invoice receipting and monitoring of the payment process	Payment rate at 28 days	%payment of creditors within 30 days of correct invoice receipt date	100% creditors paid within 30 days of correct invoice receipt date, Salaries effected timeously	100% creditors paid within 30 days of correct invoice receipt- date	100% creditors paid within 30 days of correct invoice receipt- date	100% creditors paid within 30 days of correct invoice receipt- date	100% creditors paid within 30 days of correct invoice receipt- date	Creditors age analysis report	R0
By Sound financial management.	1. Manual GRAP Compliant Fixed	% accounting of Assets	100% accounting of Assets	100% accounting of Assets	100% accounting of Assets	100% accounting of Assets	100% accounting of Assets	GRAP Compliant Fixed Assets Register	2 108 000