MAFUBE LOCAL MUNICIPALITY, FINAL SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) 2014/2015

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1. INTRODUCTION BY THE MUNICIPAL MANAGER

1.1 Vision, Mission & Core Values

1.1.1 **Vision**

- To become a viable, developed and sustainable municipality.

1.1.2 **Mission & Core Values**

- To provide effective, transparent government and ensure efficient, affordable and sustainable service delivery, promote integrated development and economic growth.

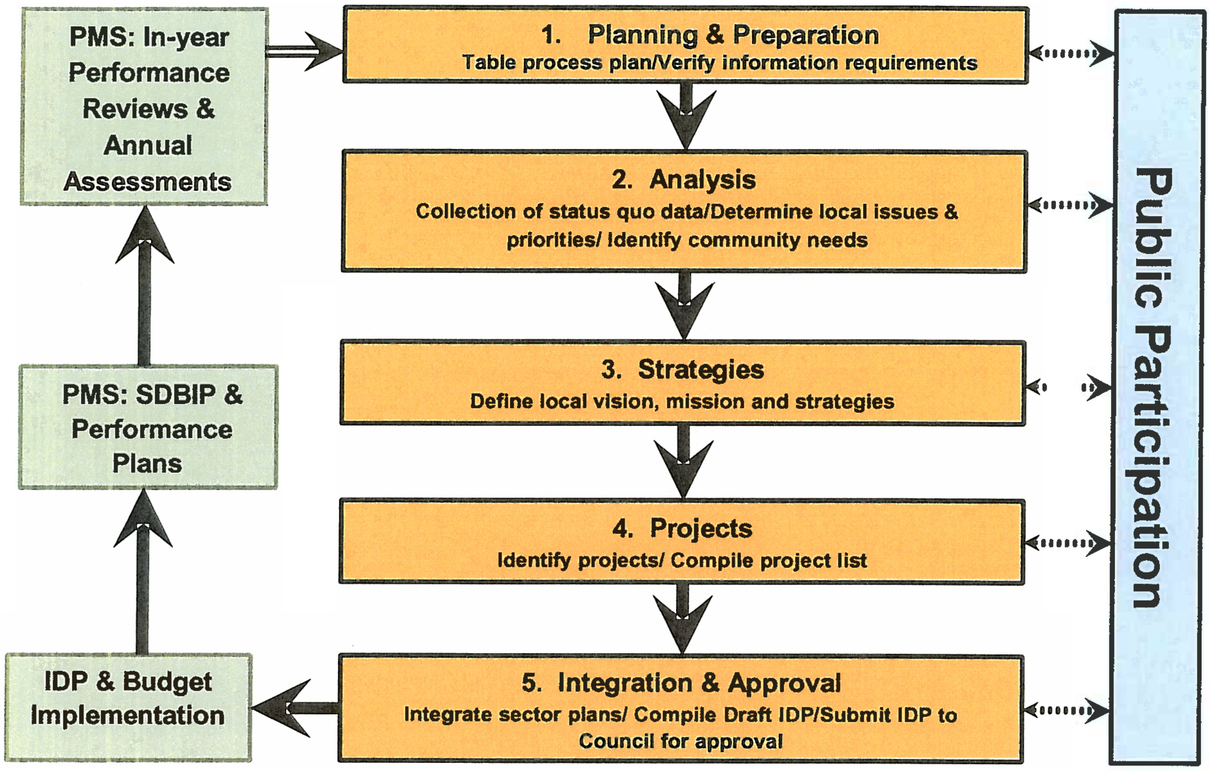
1.2 Legislative Mandates

As provided for in section 152 of the Constitution:

- To provide democratic and accountable governance for local communities;
- To ensure provision of services to the communities in a sustainable manner;
- To promote social and economic development
- To promote safe and healthy environment; and
- Encourage the involvement of communities and community organizations in the matters of local government.

1.3 The SDBIP Process

The diagram below gives a broad outline of the process followed in reviewing the IDP, and developing and implementing the PMS and SDBIP.



1.4 Strategic Outcomes

Strategic Priority	Key performance Area	Programmes
SP:1 Build our local economy to create more employment, decent work and sustainable livelihoods	KPA 1: Basic service delivery and Local Economic Development	➢ Local Economic Development ➢ Job creation ➢ Sustainable livelihoods ➢ Waste management ➢ Clean communities ➢ Healthy communities ➢ Arts and culture
SP:2 Build integrated communities with access to improved quality of municipal services	KPA 2: Basic service delivery	➢ Spatial development ➢ Human settlements ➢ Public transport ➢ Water ➢ Sanitation ➢ Electricity ➢ Roads and storm water
SP:3 Build united, non-racial and safer communities	KPA 3: Good Governance and public participation	➢ Disaster management ➢ Safe communities
SP:4 Ensure more effective, accountable and clean local government that works together with national, provincial government and promote active community participation	KPA 4: Municipal institutional development and transformation	➢ Participatory Governance ➢ Intergovernmental relations ➢ Customer care ➢ Human capital ➢ Institutional excellence ➢ Asset management ➢ Community facilities ➢ Facilities management
SP:5 Ensure more effective financial management and viability	KPA 5: Financial management and viability	➢ Revenue and cash flow management ➢ SCM and expenditure management ➢ Budgeting and reporting ➢ Clean Audit

2. WARD INFORMATION

Mafube Local Municipality consists of four (4) towns nine (9) wards, (Frankfort//Namahadi, Villiers/Qalabotjha, Cornelia/Ntswanatsatsi and Tweeling/Mafahlaneng) as well as a rural area consisting mainly of commercial agriculture. Villiers, Tweeling and Cornelia are located in an area of agricultural significance and mainly provide restricted services in this regard to the surrounding rural communities and primarily accommodate farm workers migrating to these towns. The area of jurisdiction of the Mafube Local Municipality is situated in the north eastern part of the FezileDabi District Municipality region. The total estimated residents in the Mafube Region, is 57 876.

WARD	NUMBER OF HOUSEHOLD
1	1909
2	1681
3	1013
4	1903
5	2941
6	1283
7	2955
8	2322
9	1982

3. MONTHLY PROJECTIONS OF REVENUE TO BE COLLECTED BY SOURCE

				REVENUE PROJECTIONS PER DEPARMENT									
[illegible]	[illegible]	[illegible]	[illegible]	October	November	December	January	February	March	April	May	[illegible]	[illegible]
Vote 1 - EXCO												-	
Vote 2 - OFFICE OF THE MAYOR												-	
Vote 3 - OFFICE OF THE SPEAKER												-	
Vote 4 - OFFICE OF THE MUNICIPAL MANAGER												-	
Vote 5 - COMMUNITY SERVICES	1,089,708.00	1,096,858.00	1,039,454.00	1,234,323.00	1,076,556.00	1,765,454.00	998,798.00	1,097,087.00	1,001,001.00	1,543,454.00	1,435,432.00	2,489,690.51	
Vote 6 - CORPORATE SERVICES												-	
Vote 7 - TOWN PLANNING AND ECONOMIC DEVELOPMENT												-	
Vote 8 - FINANCIAL SERVICES	32,957,167.83	6,630,021.83	6,456,071.83	6,376,051.33	28,344,565.83	6,896,773.76	7,834,037.18	7,207,026.18	24,984,334.33	6,485,325.18	8,147,140.31	(3,974,410.52)	
Vote 9 - PLANNING AND INFRASTRUCTURE SERVICES	15,687,968.00	2,959,495.00	2,839,000.00	2,141,613.00	11,798,777.00	1,345,454.00	1,836,692.58	1,836,692.58	6,353,000.00	2,066,530.83	1,645,364.00	1,248,942.23	
Vote 10 - SERVICE DELIVERY AND PUBLIC SAFETY												-	
Total Revenue by Vote	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]

4. QUARTERLY PROJECTIONS OF SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS

4.1 Office of the Municipal Manager

Strategic Priority (SP)	Key Performance Area	Programmes	Objectives	Key Performance Indicators	Baseline (2013/14)	Budget	Annual Target 2014/2015	1st Quarter Projected	2nd Quarter Projected	3rd Quarter Projected	4th Quarter Projected
SP: Ensure more effective financial management and viability and Institutional development and transformation	KPA : Financial management and viability	Internal Audit	To ensure that the municipality received a Qualification by 2015	➢ Action plan compiled, approved and implemented	175 Findings	N/A	100%	25%	25%	25%	25%
				➢ Audit software in place	60,000		1	0	100%	0	0
				➢ Annual Financial Statement submitted to the Auditor-General by the end of August each year	100%	N/A	100%	100%	0	0	0
				➢ Number of internal audit recommendations implemented within specified time frames	0	N/A	100%	100%	100%	100%	100%
		ICT	To ensure the effective, efficient and economical management of municipal facilities	➢ Number of ICT policy compiled, approved and reviewed annually	6 have been developed at draft level	N/A	Approved ICT policies	Consultation and Submission of policies	Implementation of policies	Implementation of policies	Implementation of policies
				➢ Systems' software installed and operational	0	55 000,00	1	SCM processes	Installation	Utilization	Utilization
				➢ application software installed and operational	0	55 000,00	1	SCM processes	Installation	Utilization	Utilization
				➢ General Control Information Technology designed and effected	0	N/A	All laptops and computers to have access controls	100% of all laptops within the quarter access controlled	100% of all laptops within the quarter access controlled	100% of all laptops within the quarter access controlled	100% of all laptops within the quarter access controlled
				➢ ICT Steering committee to be established (Terms of reference and meeting schedule finalised)	0	N/A	Develop ICT Steering committee	Issuing out letters for nomination of the candidates	Appointment of the members		Holding meetings and implementation of resolutions
				➢ Number of units functional and on-line	7 units	50 000,00	Keep the 7 units online and monitor the system	100%	100%	100%	100%

				➢ % of user complaints attended to within 24 hours of receipt	All user complaints are attended	N/A	100%	100%	100%	100%	100%
			To improve external and internal communication	➢ Number of newsletters produced and published	0	30 000,00	Produce and publish newsletter (12)	3	3	3	3
				➢ Number of interactions arranged with the print and electronic media	0	100 000,00	Arrange interactions with the print and electronic media (24)	6	6	6	6
				➢ % of information provided to the consultants for updating of the website	0	N/A	100%	100%	100%	100%	100%
				➢ Internal communication (memorandums circulated) on matters arising of importance relating to employees.	0		As and when required	100%	100%	100%	100%
Ensure more effective, accountable and clean local government that works together with national and provincial government **(LGEM: Local Priority No. 5; MTSF: Outcome 9**	Good governance and community participation	**Lead Dept:** Office of the Municipal Manager (OMM)	To ensure that effective and efficient systems and processes of good governance are implemented and maintained *(NKPI: 9)*	➢ Annual review of approved 5-year IDP conducted in terms of MSA and MFMA *(Annual Revised IDP must be adopted by Council by the end of May each year*	100%	N/A	100%	25%	25%	25%	25%
				➢ All compliant annual SDBIP approved within 14 days after the approval of the budget	0	N/A	Fully compliant SDBIP	Implementation and monitoring of the SDBIP	Implementation and monitoring of the SDBIP	Implementation and monitoring of the SDBIP Consultation on theDraft SDBIP	Implementation and monitoring of the SDBIP Finalisationn of the SDBIP
				➢ Annual internal audit plan approved by audit committee before end of June each year	1	N/A	Compliant Annual Internal Audit Plan	Compilation and approval by Audit Committee	Implementation	Implementation	Implementation
				➢ Three-year rolling coverage plan developed and approved	0	N/A	Compliant Three-year rolling coverage plan	Compilation and approval by Audit Committee	Implementation	Implementation	Implementation
				➢ Number of audit committees held per annum	4	N/A	4	1	1	1	1
				➢ Review of audit charters completed annually (reviewed charters must	1	N/A	Review of audit charters completed annually (reviewed	0	0	0	Review of audit

				be approved by the Audit Committee)			charters must be approved by the Audit Committee)					charters completed annually (reviewed charters must be approved by the Audit Committee)
				➢ % review of risk management strategy & policy (approved by risk management committee)	0	N/A	Review of audit charters completed annually (reviewed charters must be approved by the Audit Committee)	Review of audit charters completed annually (reviewed charters must be approved by the Audit Committee)	Implementation of the Charter	Implementation of the Charter		Implementation of the Charter
				Risk register reviewed and updated bi-annually	1	N/A	Risk register reviewed and updated bi-annually	Risk register reviewed and updated	Implementation	Risk register reviewed and updated		Implementation
				➢ Risk management committee (RMC) meetings held	0	60 000	4 in a year (One per Quarter)	1	1	1		1
				➢ fraud prevention and anti-corruption strategy to be approved and implemented	0	N/A	fraud prevention and anti-corruption strategy to be approved and implemented	Fraud prevention submitted to Risk Management Committee for approval and implemented	Implementation of the Plan	Implementation of the Plan		Implementation of the Plan
			To ensure that a functional and effective Organisational Performance Management System (PMS) is adopted and									
				➢ Functional municipal performance audit committee established *(part of terms of reference of audit committee)*	100%	N/A	100%	Submit a requisition for the Appointment of the Audit Performance Committee Advertise for Candidates	Operational Audit Performance Committee in place	Operational Audit Performance Committee in place		Operational Audit Performance Committee in place

			implemented *(NKPI: 3)*					and appoint			
				Compliant performance agreements for MM and managers directly accountable compiled and signed on time *(NKPI: 2)*	6	6	Compliant performance agreements for MM and managers directly accountable compiled and signed on time and acted upon	Signing of Performance Agreements and monitoring thereof	Performance evaluations	Performance evaluations	Performance evaluations
				➢							
				➢ Installation and adequate utilization of PMS software	0		Installation and adequate utilization of PMS software	Research on the best software available and compatible with our Systems	SCM processes initiated	Installation and implementation	Installation and implementation
				➢ Quarterly institutional performance reviews conducted and reports submitted to Performance Committee within 30 days after the end of each quarter	0	N/A	Quarterly	Monitoring and evaluation of progress made as per the Agreements	Monitoring and evaluation of progress made as per the Agreements	Monitoring and evaluation of progress made as per the Agreements	Monitoring and evaluation of progress made as per the Agreements
				➢ MSA and MFMA compliant Annual Report tabled in Council by 31 January each year	1	N/A	MSA and MFMA compliant Annual Report tabled in Council by 31 January each year	Monitoring and evaluation of progress made as per the Agreements	Monitoring and evaluation of progress made as per the Agreements	Compilation of the Annual Report	Monitoring and evaluation of progress made as per the Agreements
				➢ Oversight report submitted to Council within two months after tabling of Annual Report	0	N/A	Oversight report submitted to Council within two months after tabling of Annual Report	Advice Council on the appointment of the Oversight Committee	Assist Council with the terms of reference	Ensure that the Oversight Committee submits the Report	N/A

4.2 Community services and Local Economic Development

Strategic Priority (SP)	Key Performance Area	Programmes	Objectives	Key Performance Indicators	Baseline (2013/14)	Budget	Annual Target 2014/2015	1st Quarter Projected	2nd Quarter Projected	3rd Quarter Projected	4th Quarter Projected
SP: Build our local economy to create more employment, decent work and sustainable livelihoods	KPA : Local Economic Development	Job creation	To make a meaningful and visible contribution to employment creation	➢ 50 employment opportunities created through EPWP initiatives	25	R 1000 000	50	25	25	Monitoring and progress report	Monitoring and progress report
				➢ Monitoring and Evaluation of EPIP project implemented by the National Government	0	DEA	Steering Committee Meetings	Monitoring through Steering Committee Meeting and report progress to council	Monitoring through Steering Committee Meeting and report progress to council	Monitoring through Steering Committee Meeting and report progress to council	Monitoring through Steering Committee Meeting and report progress to council
	Service delivery			➢ Monitoring and Evaluation of youth in Waste implemented by the National government	18	DEA	Steering Committee Meetings	Monitoring through Steering Committee Meeting and report progress to council	Monitoring through Steering Committee Meeting and report progress to council	Monitoring through Steering Committee Meeting and report progress to council	Monitoring through Steering Committee Meeting and report progress to council
		Community facilities	To promote access and utilisation of public and community amenities. (Sports Facilities)	➢ Maintenance plan developed and implemented	0	N/A	Develop and implement maintenance Plan	Develop a draft plan & conduct Public Participation	Itemised for Council approval	Implementation and Monitoring	Implementation and Monitoring
				➢ Develop a general maintenance plan for equipment	0	R950 000	Develop and implement general maintenance plan for equipment	Develop a draft maintenance plan	Implementation and Monitoring	Implementation and Monitoring	Implementation and Monitoring
				➢ Existing community parks upgraded and implemented		R6 000 000 National department budget	Steering committee meetings(4)	Steering committee meeting (1).	Steering committee meeting (1	Steering committee meeting (1	Steering committee meeting (1)

				by National Department							
				➢ Existing community parks maintained	All units		Maintain the existing parks	Maintenance of Lapa, toilets, fencing, lights, swimming pool, etc.	Cleaning of Water Park	Cleaning of Water Park	Cleaning of Water Park
				➢ Existing stadiums upgraded	3	R 780 554.52 - Tweeling Stadium, R464 953.92 – Cornelia, R1 966 141.56 Khatholoha Stadium (MIG)	Steering committee meetings	Steering committee meeting	Completion of all Stadiums and Handover	Advertise and appointment of service provider for Cornelia stadium	Maintenance and monitoring
				➢ Existing cemeteries maintained	3	R 600 000	Continue with the maintenance in all cemeteries and inclusion of building plans for ablution blocks	Advertisement of tenders for Qalabotjha and namahadi cemeteries.	Appointment of service providers and implementation	Implementation and monitoring	Implementation and monitoring
				New cemeteries established		R 500 000	Establish a new cemetery	Identification of a land in Namahadi, Conducting a study and Development of plan	Proper fencing of a cemetery and installation of ablution block. Report progress	Report progress	Report progress

Strategic Priority (SP)	Key Performance Area	Programmes	Objectives	Key Performance Indicators	Baseline (2013/14)	Budget	Annual Target 2014/15	1st Quarter Projected	2nd Quarter Projected	3rd Quarter Projected	4th Quarter Projected
SP: Build our local economy to create more employment, decent work and sustainabl	KPA : Basic Service Delivery	Waste management	To provide affordable, effective, efficient and accessible waste management services to all communities.	➢ Number of houses, having access to basic refuse removal services *(removal at least once a week)*	17 754	R 2 500 000	Service all the households	Tender and Procurement process of Two compacter Trucks. To develop a questionnaire and conduct a survey per ward.	Inspection in logo (no. of staff per truck, no. of houses serviced per day)	Monitoring and evaluation	Monitoring, evaluation and reporting

e livelihoods				➤ Business premises receiving refuse removal services	81		Service rendered to businesses twice a week	To develop a questionnaire and conduct a survey per ward.	Inspection in logo (no. of staff per truck, no. of business serviced per town)	Monitoring and evaluation	Monitoring, evaluation and reporting
				➤ Approved Integrated Waste Management Plan (IWMP) implemented	0	FDDM	Develop 1,with assistance from FDDM	Present a draft to portfolio / council	Monitoring through meetings	Monitoring through meetings	Submission to council for approval
				➤ Waste management education and awareness programmes implemented	0	R 75 000	Have 1, awareness in each ward	Development of awareness plan for cleaning campaign, Arbor and environmental day awareness.	Implementation according to wards. Ward 8, 1, 3, 4 and 9	Implementation according to wards. Ward 2, 5, 6 and 7	Monitor and evaluate the progress and report.
				➤ Effective management of landfill sites (existing & new) according to applicable legislation	0	R 3 000 000 DEA	Manage all landfill sites and comply with all legislation	Steering committee meetings	Monitoring through Steering committee meetings	Monitoring through Steering committee meetings	Monitoring through Steering committee meetings
		Basic Service delivery	To develop and promote a clean and environmentally-friendly town & communities	➤ Dustbins distributed to households	0	1,420 000	Provision of 2000 refuse bins to households and comply will Waste Act	Tendering and Procurement process	Develop plan for distribution and conduct educational awareness	Distribution	Distribution
				➤ Illegal dumps removed	1	0	Reduce number of illegal dumps	Conduct education and awareness programmes	Cleaning campaign in all wards	Cleaning campaign in all wards	Cleaning campaign in all wards
				➤ By-Law on illegal dumping enforced *(fines and penalties)*	0	0	Develop By-laws on Illegal dumping	Review and public participation	Submission to council for approval	Implementation, monitoring and reporting	Implementation, monitoring and reporting
			To increase access to	➤ Sports development programmes	3	R300 000	Organise sport development programs	OR Tambo Games, Golden	Mayoral Cup	Rural Games	Easter Tournament

			community development services	organised/offered				Games			
				➢ Sports and Recreation Councils	5	R0	Revival of Sports and Recreation Councils	Develop Public Participation schedule, establish councils and conduct an induction workshop	Capacity building	Support and Monitoring	Support and Monitoring
SP: Build our local economy to create more employment, decent work and sustainable livelihoods	KPA : Good Governance and Public Participation	Arts and culture	To improve access and maximise utilization of arts and culture resources	➢ Arts and culture forums established	0	R0	Establish arts and culture forum	Develop Public Participation schedule, establish a forum and conduct an induction workshop	Capacity building	Support and Monitoring	Support and Monitoring
				➢ Arts and culture programmes organised	0	R50 000	Organise arts and culture programmes	Clap and tap choir competitions	Identifying and developing a programme of action	Arts and culture festival	Monitoring and evaluation

LOCAL ECONOMIC DEVELOPMENT

Strategic Priority (SP)	Key performance Area (KPA)	Programmes	Objectives	Key Performance Indicators	Baseline (2013/14)	Budget in Rands (R)	Annual Target 2014/2015	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter	
								Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual
SP: Build our local economy to create more employment, decent work and sustainable livelihoods	Local Economic Development	Local Economic Development	Growth in the local Economy	➢ Ensure that Mafube Local Municipality has a 5 Year LED Strategic Plan.		300 000, 00	1	Advertis-ment for LED Strategy		Appoint Service Provider		Present Draft to Council		Approval of LED strategy and implementation	
				➢ Cooperatives identified and registered	9		40	10		10		10		10	
				➢ Sign a Memorandum of Understanding with Service provider to assist us in financing big projects		None	10								
				➢ Register cooperatives around Mafube and assisting in fundraising	15	None	Identify and give necessary support to all SMME's	Continuous		Continuous		Continuous		Continuous	
				➢ Build stalls for SMMEs		DETEA for funding	Provide a conducive environment for trade	Submit request	Follow up on approval	Follow up on approval					
				➢ Agricultural development plan, developed, approved and implemented	0	300,000. 00 (LED Strategy)	1	Advertisement and approval of service provider		Monitoring and evaluation		Monitoring and evaluation		Monitoring and evaluation	
				➢ Agricultural individuals / cooperatives supported	5	None	Identify and register all agricultural cooperatives Register all	Continuous		Continuous		Continuous		Continuous	

				(engage with AFRISA, Dept of Agric			cooperatives in Mafube L.M								
				➢ Marketing and tourism strategy and plan compiled and approved		300,000.00 (LED Strategy)	Develop a marketing and tourism strategy	Part of LED Strategy		Part of LED Strategy		Part of LED Strategy		Part of LED Strategy	
				Approved marketing / outdoor promotions		None		Assist business to register		Assist business to register		Ensuring compliance and registering and monitoring		Ensuring compliance and registering and monitoring	
				➢ Local jobs summit organised and convened		None	Hold one integrated Local jobs summit	Draft the plan and look for sponsorships		Submit to Council and finalize the date		Hold job summit and take recommendations for resolutions to Council		Implement the resolutions	
				➢ LED summit held	1	100.000.00	Hold one LED summit (Review LED Forum)	Plan for one day summit for feedback		Implementation and monitoring of resolutions		Implementation and monitoring of resolutions		Implementation and monitoring of resolutions	
		Local economic development	To make a meaningful and visible contribution to employment creation	➢ Employment opportunities created as part of LED		75,000.00(SMME Development)	Create more Jobs 100 per annum	Continuous		Continuous		Continuous		Continuous	
				➢ Employment opportunity created through leaner ships		Refer to Corporate Services)	100	25		25		25		25	
		Own initiatives for poverty	To make a meaningful and visible	➢ Mafube Music Festival		Dept. Of Sports, Arts &	Develop local artists, culture, flea market	Develop a plan, implement						Submission to Council for approval	

		Alleviation	contribution to employment creation			Culture and DETEA		and hosting of annual event in Sept.							
				➢ Mafube Tourism Indaba and Tourism Month		50,000.00 Promoting tourism attraction areas	Development of tourism plan	Develop a draft for consultation		Submission to council for approval		Implementation and monitoring		Implementation and monitoring	

4.3 Public safety and service delivery

Strategic Priority (SP)	Key Performance Area	Programmes	Objectives	Key Performance Indicators	Baseline (2013/14)	Budget	Annual target	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
							2014/2015	Projected	Projected	Projected	Projected
SP: Build united, non-racial and safer communities	KPA : Basic Service Delivery	Disaster management	To increase awareness and participation of communities in disaster management.	➢ Number of disaster awareness programmes conducted in partnership with District and local Industries	**0**	92 500	Conduct 8 awareness programs	Develop a plan and consult with council and stakeholders	Implementation of 2 awareness programmes:	(Iimplementation of 4 awareness programmes	(Implementationof 2 awareness programmes)
				➢ Disaster management plan developed and implemented	**0**	N/f	**Develop a disaster Management Plan (satellite offices/demarcation/programme to units/traffic officers plans/ training Speed cameras/payment of fines to paypoints**	Consultation with stakeholders on the development of the disaster management plan.	Council Adoption & Implementation.	Implementation	Implementation
		Safe communities	To support and strengthen the fight against crime in all communities	➢ Improve our record keeping to ascertain participation in established CPFs	Cluster joint meeting	N/f	Improve the record keeping of minutes attendance registers and implementation of resolutions on number of CPF meetings and the programs held	As per invitation	As per invitation	As per invitation	As per invitation
				➢ Community safety plans established and functional	0	N/f	Develop a community safety plan	IGR solicitation with SAPS at Cluster level for integration of a comprehensive community safety plan	Community consultations on comprehensive safety plan	Submission to Council for approval	Implementation and Monitoring

				➢ Traffic officers working equipment purchased (Speed cameras)	1	120 000	1	SCM Processes	1	Operational Monitoring	Operational Monitoring
				➢ Establishment of the school road safety programmes implementation	0	N/f	Development of school road safety programmes for scholars	Proposal of safety programmes to CBOs, NGO, primary schools and Taxi Associations	Implementation of the programme in all local primary schools	Implementation of the program in all rural schools in Frankfort and Tweeling	Implementation of the programme in all rural school in Villiers and Cornelia
				➢ Enhance support for provincial and national crime prevention initiatives	0	N/f	Adopt working program with sector departments & local stakeholders on monthly government themes	Execution of a monthly government service delivery programme	Implementation of monthly government programs per departmental KPA	Implementation of monthly government programs per department al KPA	Implementation of monthly government programs per departmental KPA
				➢ Community access to fire-fighting services (per ward)	Fire station is in Frankfort	400 000	Establishment of Satellite Fire station in Villiers	Negotiation with the District for satellite station		Dependent on the outcomes of the Negotiations	Operational
				➢ Number of fire-safety programmes conducted for the Community	0	N/f	Nine Awareness Fire Safety programs per ward	Interaction with FDDM to come up with resolutions, and programs	Dependent on the outcomes of the Negotiations	Dependent on the outcomes of the Negotiations	Dependent on the outcomes of the Negotiations

4.4 Planning and infrastructure

Strategic Priority (SP)	Key Performance Area	Programmes	Objectives	Key Performance Indicators	Baseline (2013/14)	Annual Target 2014/2015	Budget	1st Quarter Projected	2nd Quarter Projected	3rd Quarter Projected	4th Quarter Projected
SP: Build integrated communities with access to improved quality of municipal services	KPA : Basic Service Delivery	Spatial Planning and Land use management as per the provisions of the SPLUMA (Act no.16. 2013)	To stimulate development through effective and efficient spatial planning, land uses and building control	➢ Spatial development framework (SDF) developed and approved (including annual reviews	Existing SDF is available but needs to be reviewed	Review SDF to accommodate new spatial developments	RDLR	Appointment of service provider by the RDLR	Assesment of current situation	Preparation of draft document	submission of draft document council
				➢ land use management (lums) scheme developed	3 town Planning schemes are available	Develop a land use management scheme	200,000.00	Asses current town planning schemes	Procure services of a consultant to review the current Town Planning schemes	Preparation of draft document	submission of draft document to council
				Establishment of a Municipal Planning Tribunal (MTP)		Functional MTP	RDLR	Obtaining Council resolution and Publish notice on the Provincial gazette	Determining functions of the MTP	Functional MTP	MTP to be in operation
				➢ conduct land audit	Is being conducted	Finish with the land audits	500,000.00	Review of the progress of the service provider and SLA	Determine if the SLA need to be reviewed and set timeframes	Preparation of the draft document	Presentation of draft document to council
				➢ Planning and Surveying of Erven	➢ Number of Erven Planned and surveyed since 2009 ±4 374	Conduct planning and survey of erven	FSHS	Council and COGTA's approval for 2000 Erven	Surveying	Preparation for allocation of erven to beneficiaries	Completion of allocation

				➢ Processing of Re-zoning, sub-division and consolidation applications	As per submissions at records	Finalise Re-zoning, sub-division and consolidation applications	Not applicable	Submissions of applications to council			
				➢ approving building plans and inspections conducted as per industry standards	As per submissions at records	Approve all building plans complying with all the requirements	Not applicable	Continues Processing of submitted applications for approval of building plans	Continues Processing of submitted applications for approval of building plans	Continues Processing of submitted applications for approval of building plans	Continues Processing of submitted applications for approval of building plans
		Develop Human settlements	To provide sustainable human settlements and improved quality of household life through accelerated delivery of housing opportunities and access to basic services	➢ Number of beneficiaries identified as per approved housing allocations	1 181	Cannot be quantified		Continuous	Continuous	Continuous	Continuous
				➢ Number of housing sector plan developed and approved	1	Review the housing sector plan		Asses current housing sector plan	Procurement of service provider	Prepare a draft document	Presentation of Document to Council
				➢ No. of hectares of land released for low cost housing	Human Settlements Department through its Housing Development Agency Is in the process of acquiring land	Acquiring farm land for Human Settlement development	HDA	Assessment to determine available land through HDA	Negotiation of costs for acquisition through HDA	Preparation for acquisition through HDA	Acquisition through HDA

Strategic Priority (SP)	Key Performance Area	Programmes	Objectives	Key Performance Indicators	Baseline (2013/14)	Budget	Annual target	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
							2014/2015	Projected	Projected	Projected	Projected
SP: Build integrated communities with access to improved quality of municipal services	KPA : Basic Service Delivery	Water	To ensure access to potable water	➢ Number of total HHs with access to potable water in formalised areas(yard metered connection)	16 039		All formal household connected to water(the total 2111 will be connected)	603	803	703	
				➢ Number of HHs with access to potable water in informal areas(water tanker)	200 informal		Source funding to formalize the households and connect all households	Compile a business plan for assistance. 100%	Follow-up	Follow- up	Report
				➢ No. Of HHs provided with new metered yard connections	2111		Connect all 2111 stands	603	803	703	
			To ensure sufficient bulk supply of purified water	➢ number of maintenance plan developed and implemented	0 0		Develop maintenance plan	Advert and appointment for service provider	Draft		Implementation
				➢ Number of bulk water infrastructure maintained as per approved maintenance plan and budget			Maintenance of Bulk water Infrastructure	Continuous (25%)	Continuous (25%)	Continuous (25%)	Continuous (25%)
			To ensure the effective and efficient management of water resources	➢ % of reduction in water distribution losses	Cannot be quantified		Quantify all the reduction in water distribution losses. Install bulk and zonal meters in all units	50%	30%	10%	10%
				➢ Number of reported water leaks repaired within 48 hours	All reported leaks are repaired		Repair all water leaks in 48 hours	Continuous (25%)	Continuous (25%)	Continuous (25%)	Continuous (25%)
				➢ % of compliance with the blue drop water quality accreditation systems	Awaiting for the current status from DWA		Update the BDS	System continuously updated	System continuously updated	System continuously updated	System continuously updated
				➢ Number of testing of water conducted:							

p

				1.In-house monitoring	Once every two hours		Test water frequently	1400	1400	1400	1400
				2.External Monitoring (accredited laboratory)	Twice a month	R400 000-00		6	6	6	6
				➢ WSDP developed and approved	0		Review the WSDP	Advertising for WSDP	Draft	Public participation	Approval of WSDP and implementation
				➢ Water demand management plan developed and approved (including annual reviews)	0		Develop the water demand Management Plan with assistance from DWA	Review the agreement with DWA	Develop of water demand management plan	Implementation	implementation

Strategic Priority (SP)	Key Performance Area	Programmes	Objectives	Key Performance Indicators	Baseline (2013/14)	Budget	Annual targets	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
							2014/2015	Projected	Projected	Projected	Projected
SP: Build integrated communities with access to improved quality of municipal services	KPA : Basic Service Delivery	Sanitation	To provide decent sanitation to all households	➢ Number of HHs with access to decent sanitation	14 239		4270 will have access to sanitation, with the assistance from FDDM (363) and Bloem water (3907)	1000	2000	1270	
			To ensure sufficient bulk infrastructure	➢ Maintenance plans developed and implemented	0		Develop Maintenance plan	Advert and appoint a service provider		Draft	Implementation
				➢ No. Of km's of outfall sewer line replaced	0		Done in conjunction with the bucket eradication above				
				➢ Number of bulk sewer infrastructure maintained as per approved maintenance plan and budget	0		Develop a maintenance plan	Advert and appoint a service provider		Draft	Implementation

			To ensure the effective and efficient management of the sanitation system and network	➢ Number of reported sewer blockages attended to within 48 hours	All reported are attended		Attend all blockages within 48 hours	Continuous	Continuous	Continuous	Continuous
				➢ Number of working equipment's/machinery hired			Hire working equipment's / machinery				
				➢ % of compliance with the green drop quality accreditation system	Awaiting the current status from DWA		Update the GDS	System updated continuously	System updated continuously	System updated continuously	System updated continuously
		Electricity	To ensure access to electricity by all communities	➢ Number of HHs with access to basic electricity in formal areas	16 537		273 to be electrified with assistance from DoE		100	100	73
				➢ No. Of HHs provided with new metered stand connections informal areas	700		2014/15 Projects				
				➢ No. Of new street lights and high mass lights installed	4 high mast		Connect the high mast lights				
			To ensure sufficient bulk supply of electricity	➢ No. Of sub-stations upgraded /erected ➢ No. Of km's of bulk supply line constructed ➢ Number of bulk electricity infrastructure maintained as per approved maintenance plan and budget			Information not available (The service provider)				

Strategic Priority (SP)	Key Performance Area	Programmes	Objectives	Key Performance Indicators	Baseline (2013/14)	Budget	Annual target 2014/2015	1st Quarter Projected Actual	2nd Quarter Projected Actual	3rd Quarter Projected Actual	4th Quarter Projected Actual
SP: Build integrated communities with access to improved quality of municipal services	KPA : Basic Service Delivery	Electricity	To ensure the effective and efficient management of the electricity network	➢ Number of reduction in electricity distribution losses			Rural Maintenance is implementing the processes.	Continuous	Continuous	Continuous	
				➢ Reduced response time to reported outages for households ➢ Reduced response time to reported outages by industrial consumers			Assistance required for improving the electrical capacity for Mafube (DoE is finding ways of assisting				
				➢ Number of street lights and high mass lights maintained			Mafube Project				
		Roads and storm water	To ensure sufficient roads and stormwater networks to all communities	➢ Number of maintenance plan developed and implemented	0		Develop maintenance plan	Advert and appoint a service provider	Draft	Implementation	
				➢ Total km's of roads upgraded to surfaced roads(tar/paved)	1.1 km		1.0 km will be upgraded to paved road				
				➢ Total km's of gravel/ un-engineered roads(dirt roads)graded	+/- 180 km				Continuous	Continuous	Continuous
				➢ Total km's of roads and stormwater infrastructure maintained as per approved maintenance plan and budget	0		Develop a roads and storm water maintenance plan	Advert and appoint a service provider	Draft	Implementation	
				➢ Total km's of new stormwater channels erected	Cannot be quantified						

				➢ Total km's of existing stormwater channels upgraded ➢ Number of roads and stormwater master plan developed and approved ➢ Number of pavement management system developed and approved (including annual reviews)	Cannot be quantified 0 0		Develop a master plan for roads and storm water channels Acquire software	Advert and appoint a service provider	Draft	Implementation 100%	

4.5 Corporate Services

Strategic Priority (SP)	Key Performance Area	Programmes	Objectives	Key Performance Indicators	Baseline (2013/14)	Budget	Annual Target 2014/2015	1st Quarter Projected	2nd Quarter Projected	3rd Quarter Projected	4th Quarter Projected
SP: Ensure more effective, accountable and clean local government that works together with national, provincial government and promote active community participation	Institutional Development	Human Resource Managment	To provide sufficient and skilled human capital to enable all departments to function optimally in order to enhance institutional capacity and effective service delivery	Organisational structure compiled and reviewed	Approved Organisational structure	N/A	Reviewed Organisational structure as per the regulations.	Consultation of various Directorates for the review of organisational structure	Submission of the draft organisational structure to Council for approval	Implementation of the reviewed organisational structure	Implementation of the reviewed organisational structure
				Number of critical posts to be filled	6 (Senior Internal Auditor, PMU Manager, IDP Officer, Building Inspector, Labour relations Officer)	50,000.00	Filling of vacant posts for section 56 managers And other posts as determined by Council	Advertisement of section 56 posts (Director Planning and Infrastructure Services)	Advertisement of other posts And selection process	Advertisement of other posts And selection process	Recruitment process finalized
				Compilation and submission of WSP/DOI annually to LGSETA and training implementation and capacity building	Trained 53 employed officials and 169 unemployed learners	R450 000.00	To train and developed 300 employed officials and 250 unemployed learners	Evaluation and Approval of WSP and DOI by LGSETA and signing of Funding Agreements.	Consultation of LLF and Training Committee, Appointment of Training Providers and Training Implementations	Training implementation, Reporting, Monitoring and Review of training Priorities	Conducting skills Audit and Compilation of WSP and submission to the LGSETA for evaluation and approval.

				Employment equity (EE) plan and report compiled and submitted annually to the Department of Labour on time	Submitted EE Plan and Report to DOL in October 2013		To submit the employment equity on time and establishment of EE committee	Establishment of Employment Equity Committee. Employment Equity Plan revised and adopted by Council and attending of EE Workshop and Seminars	Submission of Employment Equity Plan to the Department of Labour by October 2014	Implementation of EE plan as per approved targets and measures	Monitor and report to LLF, council and relevant stakeholders
				Time management systems effectively implemented	Manual time sheets are in place	R350,00 0.00	Electronic Time Management System implemented	Advertising and appointing for the system	Installation of the system and submission of clocking point areas to the service provider	Implementation of electronic time management system	Monitoring the effectiveness of the system
				Employee wellness programmes held	Women's day and SAMSRA District games)	R150,00 0.00	Employee Assistance programme developed and implemented	Women's months celebration and Heritage month	Elderly games activities and HIV and AIDS celebration	Conducting sports activities	Attending SAMSRA District and Provincial games

				Occupational Health and Safety	396 PPE was provided to the permanent employees as well as EPWP and Contractual workers	1,826,250.00	To Comply with the OHS Act/legislation	Training of OHS representatives Provision of PPE's Conducting inspections on the different surroundings of the workplace	Provision of PPE's Conducting inspection on the different surroundings of the workplace Conduct OHS meetings with the reps	Provision of PPE's and conducting inspection on the different surroundings of the workplace Conduct OHS meetings with the reps	Provision of PPE's Conducting inspection on fleet, different plants Conduct OHS meetings with the reps
							Develop and implement the Comprehensive HIV/AIDS Programme	Draft of the HIV/AIDS policy and consultation process	Submission of the policy to the Council for approval	Development of the strategy and implementation of the HIV/AIDS plan	Monitoring of the plan
				Effectiveness of Local Labour Forum and Sub-committees	9 meeting held		Minimum of 4 meetings	Development of the LLF Meeting schedule and holding monthly meetings	Implementation of resolutions	LLF Meetings and Implementation of Resolutions	LLF Meetings and Implementation of Resolutions
				Number of disputes and grievances (stage 1 to 3) handled in terms of the collective agreement (turn around time is within 90 days)	3	N/A	Handle all disputes and grievances within the required period as per the legislation	Induction of management and employees about handling grievances	Induction of manager and supervisor about handling grievances	Monitor the compliance to Labour Relations legislation and HR Policies	Monitor the compliance to Labour Relations legislation and HR Policies
				Number of human resources related policies compiled and reviewed annually	17		Review the 17 policies.	Consultation for the Reviewal of policies travelling allowance policy and take	Submission of the developed policies to Council	Implementation and monitoring of policies	Implementation of the policies

								it to Council			
				Timely Capturing and Monitoring of leave	70%		100% capturing of all leaves	100%	100%	100%	100%

Strategic Priority (SP)	Key Performance Area	Programmes	Objectives	Key Performance Indicators	Baseline (2013/14)	Budget	Annual Target 2014/2015	1st Quarter Projected	2nd Quarter Projected	3rd Quarter Projected	4th Quarter Projected
SP: Ensure more effective, accountable and clean local government that works together with national, provincial government and promote active community participation	Institutional Development	**Admin and Legal Services**	To create a working environment that enables good staff morale, high performance and Effective functioning of council	Number of annual council programme compiled and approved by end of June each year			Implementation and compilation of Council agenda	Implement the adopted Council Agenda	Implement the adopted Council Agenda	Implement the adopted Council Agenda	Compile and submit for Council adoptio
				Number of agendas for council, and portfolio committees delivered on time (EXCO ,Ordinary Council, Special, LLF, Portfolio)			Distribution of 4	1	1	1	1
				Compilation and delivery of agendas for council, and portfolio committees on time (EXCO ,Ordinary Council, Specia,l LLF, Portfolio) *(Council - 7 days and Committees - 48 hours)*	Special Council (4) Ordinary (6) Exco (6), LLF (7) Portfolios (6		Timely delivery of agendas for council,	Timely delivery of agendas for council,	Timely delivery of agendas for council.	Timely delivery of agendas for council.	Timely delivery of agendas for council.
				Number of quarterly reports to Council on the tracking of council resolutions *(submitted at the end of each quarter - Sept, Dec, Mar & Apr)*			Tracking progress on Council resolution	1	1	1	1

					Nil						
				% of maintenance of municipal property and grounds		300,000.00	50% of municipal property maintained	Identification of offices, buildings and camps to be maintained	Procurement for maintenance material	Implementation of the maintenance programmes	Monitoring implementation programme
				% of litigation issues and queries attended to and resolved.	70%	1,690,000.00	100%	100% Attendance to all depending on the nature of the case.	100% Attendance to all depending on the nature of the case..	100% Attendance to all depending on the nature of the case.	100% Attendance to all depending on the nature of the case.
				% of Handling of correspondence and filing.	**100%**		100%	100%	100%	100%	100%
				% of service level agreements in place							
				Implementation of bylaws.	**Nil**	42,000.00	Development of identified bylaws	Workshop on identified bylaws	Consultation and Public Participation on identified bylaws	Tabling identified bylaws to Council for adoption	Implementation of the identified bylaws.

4.6 Financial viability and management

BUDGET AND TREASURY OFFICE (CFO)						
STRATEGIC PRIORITY (SP)	**Ensure more effective financial management and viability.**					
KEY PERFORMANCE AREA (KPA)	**Municipal Financial Viability and Management**					
PROGRAMMES	**Billing, Customer Care, Credit Control and Cash management.**					
OBJECTIVES	**To ensure the effective management of municipal revenue and caf flow according to national norms and standards.**					
KEY PERFORMANCE INDICATOR (KPI)	**BASELINE (2013/14)**	**ANNUAL TARGET (2014/15)**	**1ST QUARTER TARGET**	**2ND QUARTER TARGET**	**3RD QUARTER TARGET**	**4TH QUARTER TARGET**
Undertake water meter audit.	none	Ward Based Audit Performed & Procurement	Perform Ward Based Audits	Procurement of Water Meters	Installations	Installations
Issue service accounts on a monthly basis	Monthly	Accounts Issued on Monthly Basis	12 monthly service accounts issued to consumers	3 monthly service accounts issued to consumers	3 monthly service accounts issued to consumers	3 monthly service accounts issued to consumers
Updating the Indigent Register on a Quartely Basis	None	4 Quartely Updates	Quartely update done.	Quartely update done.	Quartely update done.	Quartely update done.
Implementation of the Revenue Enhancement Startegy	none	from the 1st of July 2014	Implementation	Monitoring & Evaluation	Monitoring & Evaluation	Monitoring & Evaluation
Implement the Incentive scheme to recoup 50% of Outstanding Debt.	None	30 Septemebr 2014	Implementation of the Incentive Scheme	Monitoring	Monitoring	Monitoring
Daily Banking of monies collected.	Daily	Daily	Daily	Daily	Daily	Daily
Link all electronic payment to relevant accounts	Monthyl	Monthly	Monthly	Monthly	Monthly	Monthly
KEY PERFORMANCE AREA (KPA)	**Good Governance and Community Participation**					
KEY PERFORMANCE INDICATOR (KPI)	**BASELINE (2013/14)**	**ANNUAL TARGET (2014/15)**	**1ST QUARTER TARGET**	**2ND QUARTER TARGET**	**3RD QUARTER TARGET**	**4TH QUARTER TARGET**
Public Consultation on the removal of the free basic service (6kl of water)	Issued to all	Free Basic Service issued to Indigents	Review of By Laws	Public Consultations	Implementation	Monitoring & Evaluation
Quarterly reports to Mayor on Implementation of credit control & debt management policy	No reports provided	Quartely reports on connections, disconnections and re-connection of services	Quartely Report to the Mayor	Quartely Report to the Mayor	Quartely Report to the Mayor	Quartely Report to the Mayor
Management Responses to Audit Queries (Internal & External)		Respond to all Queries Raised	Respond to Queries as they raised	Respond to Queries as they raised	Respond to Queries as they raised	Respond to Queries as they raised

BUDGET AND TREASURY OFFICE (CFO)						
STRATEGIC PRIORITY (SP)	**Ensure more effective financial management and viability.**					
KEY PERFORMANCE AREA (KPA)	**Municipal Financial Viability and Management**					
PROGRAMMES	**Supply Chain Management**					
OBJECTIVES	**To ensure that free, fair, equitable, transparent, competitive and cost effective supply chain management is achieved.**					
KEY PERFORMANCE INDICATOR (KPI)	**BASELINE (2013/14)**	**ANNUAL TARGET (2014/15)**	**1ST QUARTER TARGET**	**2ND QUARTER TARGET**	**3RD QUARTER TARGET**	**4TH QUARTER TARGET**
Updating of the Supplier Database	none	Updated on a Quarterly Basis	Quartely Update	Quartely Update	Quartely Update	Quartely Update
Development of a Procurement Plan	none	30-Jun-15		Receive Inputs from User Departments	Engagements with User Departments	30-Jun-15
Contract management & monitoring	none	100%	Monitoring & Reporting	Monitoring & Reporting	Monitoring & Reporting	Monitoring & Reporting
Reporting of Contract above R100 000 to Treasury	none	Monthly	Monthly	Monthly	Monthly	Monthly
KEY PERFORMANCE AREA (KPA)	**Good Governance and Community Participation**					
KEY PERFORMANCE INDICATOR (KPI)	**BASELINE (2013/14)**	**ANNUAL TARGET (2014/15)**	**1ST QUARTER TARGET**	**2ND QUARTER TARGET**	**3RD QUARTER TARGET**	**4TH QUARTER TARGET**
Submission of the Quartely Report on the Implementation of SCM Policy	none	3 Quartely Reports		Submission of the 1st Quarter Report	Submission of the 2nd Quarter Report	Submission of the 3rd Quarter Report
Management Responses to Audit Queries (Internal & External)		Respond to all Queries Raised	Respond to Queries as they raised	Respond to Queries as they raised	Respond to Queries as they raised	Respond to Queries as they raised
KEY PERFORMANCE AREA (KPA)	**Municipal Transformation and Institutional Development**					
KEY PERFORMANCE INDICATOR (KPI)	**BASELINE (2013/14)**	**ANNUAL TARGET (2014/15)**	**1ST QUARTER TARGET**	**2ND QUARTER TARGET**	**3RD QUARTER TARGET**	**4TH QUARTER TARGET**
Training of Officials on SCM policy and procurement procedures		Trained SCM Officials	On Going	On Going	On Going	On Going

BUDGET AND TREASURY OFFICE (CFO)						
STRATEGIC PRIORITY (SP)	**Ensure more effective financial management and viability.**					
KEY PERFORMANCE AREA (KPA)	**Municipal Financial Viability and Management**					
PROGRAMMES	**Expenditure Management**					
OBJECTIVES	**To implement an effective and efficient system of expenditure management.**					
KEY PERFORMANCE INDICATOR (KPI)	**BASELINE (2013/14)**	**ANNUAL TARGET (2014/15)**	**1ST QUARTER TARGET**	**2ND QUARTER TARGET**	**3RD QUARTER TARGET**	**4TH QUARTER TARGET**
Timely receipt of salary changes	10th of each month	10th of each month	10th of each month	10th of each month	10th of each month	10th of each month
Tmely payment of third parties	7th of each month	7th of each month	7th of each month	7th of each month	7th of each month	7th of each month
Timely payment of salaries	25th of each month	25th of each month	25th of each month	25th of each month	25th of each month	25th of each month
Submission of Statutory Returns		7th of each month	7th of each month	7th of each month	7th of each month	7th of each month
Managent of Expenditure	Over-Expenditure Reported	No Over-expenditure on Budget	25% spending	50% spending	75% spending	100% spending
Prepare Fruitless & Wasteful Expenditure Register	Updated on regurlar basis	Fruitless & Wasteful Register develop per month	Develop a monthly Register	Develop a monthly Register	Develop a monthly Register	Develop a monthly Register
Reduction of fruitless & wasteful expenditure		% Reduction on fruitless & wasteful expenditure	Establishment of Section32 Committee	Evaluation & Envestigation	Evaluation & Envestigation	Evaluation & Envestigation
Payment of creditors within 30days	none	100% of Creditors paid Within 30 days of receipt of invoice/report.	100%	100%	100%	100%
KEY PERFORMANCE AREA (KPA)	**Good Governance and Community Participation**					
KEY PERFORMANCE INDICATOR (KPI)	**BASELINE (2013/14)**	**ANNUAL TARGET (2014/15)**	**1ST QUARTER TARGET**	**2ND QUARTER TARGET**	**3RD QUARTER TARGET**	**4TH QUARTER TARGET**
Management Responses to Audit Queries (Internal & External)		Respond to all Queries Raised	Respond to Queries as they raised	Respond to Queries as they raised	Respond to Queries as they raised	Respond to Queries as they raised

BUDGET AND TREASURY OFFICE (CFO)						
STRATEGIC PRIORITY (SP)	**Ensure more effective financial management and viability.**					
KEY PERFORMANCE AREA (KPA)	**Municipal Financial Viability and Management**					
PROGRAMMES	**Budgeting and Reporting**					
OBJECTIVES	**To ensure that the municipal budget and financial reporting processes are complaint with applicable Legislation.**					
KEY PERFORMANCE INDICATOR (KPI)	**BASELINE (2013/14)**	**ANNUAL TARGET (2014/15)**	**1ST QUARTER TARGET**	**2ND QUARTER TARGET**	**3RD QUARTER TARGET**	**4TH QUARTER TARGET**
Tabling of the Draft 2015/16 Annual Budget to Council		Tabled by the 31st March 2015	Tabling of the Budget Process Plan by 31st of August 2014	Implementation of the Budget Process Plan	Tabling of the Draft Budget	
Development, reviewal & approval of Budget related policies	none	Approved policies by 30th of May 2015	Review of Policies	Consultation	Workshop & Training	Tabling & Approval
Tabling of the Final 2015/16 Budget to Council		Tabled by the 30th of May 2015				Public Participation & Tabling
Submission of 2015/16 MSIG Activity Plan		Submit by 31st March 2015			Submission of the Plan	
Submission of 2015/16 FMG Activity Plan		Submit by 30 April 2015				Submission of the Plan
Submition of Section 71 Reports within 10 working days after end of each month.	Monthly	14th of every Month	Monthly	Monthly	Monthly	Monthly
Submition of quarterly Natonal Treasury returns	Quartetly	After the end of each Quarter	Qurterly	Quarterly	Quarterly	Quarterly
Submition of Mid-year Budget assessment and Budget Adjustment report	100%	By 25th of January 2015			100%	
Submition of Banking details to Provincial and National Treasury	100%	90 days before the beginning of the financial year. By the 31st March 2014	100%			
KEY PERFORMANCE AREA (KPA)	**Good Governance and Community Participation**					
KEY PERFORMANCE INDICATOR (KPI)	**BASELINE (2013/14)**	**ANNUAL TARGET (2014/15)**	**1ST QUARTER TARGET**	**2ND QUARTER TARGET**	**3RD QUARTER TARGET**	**4TH QUARTER TARGET**
Management Responses to Audit Queries (Internal & External)		Respond to all Queries Raised	Respond to Queries as they raised	Respond to Queries as they raised	Respond to Queries as they raised	Respond to Queries as they raised

BUDGET AND TREASURY OFFICE (CFO)						
STRATEGIC PRIORITY (SP)	**Ensure more effective financial management and viability.**					
KEY PERFORMANCE AREA (KPA)	**Municipal Financial Viability and Management**					
PROGRAMMES	**Financial Accounting and Assets Management**					
OBJECTIVES	**To ensure that the municipality compiles & timeously submit credible GRAP complaint Annual Financial Statements**					
KEY PERFORMANCE INDICATOR (KPI)	**BASELINE (2013/14)**	**ANNUAL TARGET (2014/15)**	**1ST QUARTER TARGET**	**2ND QUARTER TARGET**	**3RD QUARTER TARGET**	**4TH QUARTER TARGET**
Monthly reconciliation of Cash & Bank, Fixed Assets, Debtors, Crditors, Loans, Investments, Conditional Grants, VAT, Payroll, Control Accounts, Consumer Deposits.	7TH of Each Month	12 Monthly Recons	3 monthly recons	3 Monthly recons	3 Monthly recons	3 Monthly recons
Fixed Asset Register (FAR) updated on an ongoing basis inline with GRAP 17	FAR only updated on year end.	Update FAR on a Quarterly Basis	FAR Updated	FAR Updated	FAR Updated	FAR Updated
Submition of accurate & valid VAT Returns	Monthly	By the 25th of each month	Monthly	Monthly	Monthly	Monthly
Compaliation of six monthly AFS	none	2 Sets of AFS		100%		100%
Balancing of the Trial Balance (TB)	none	12 monthly TB's	3 monthly TB's	3 monthly TB's	3 monthly TB's	3 monthly TB's
Suspense Accounts are Investigated & cleared timeously.	none	All suspense accounts cleared by year end	Investigation & clearing	Investigation & clearing	Investigation & clearing	Investigation & clearing
Ensure proper classification of transactions in the General Ledger (GL)	none	All transaction properly classified	verification	verification	verification	verification
Perform year end procedures	none	7 days after year end	100%			
Submit Draft AFS for review to the Audit Committee	none	2nd week of August 2014	100%			
Submit AFS to Auditor General & National Treasury	none	30th of August 2014	AFS Submitted to AG			
KEY PERFORMANCE AREA (KPA)	**Good Governance and Community Participation**					
KEY PERFORMANCE INDICATOR (KPI)	**BASELINE (2013/14)**	**ANNUAL TARGET (2014/15)**	**1ST QUARTER TARGET**	**2ND QUARTER TARGET**	**3RD QUARTER TARGET**	**4TH QUARTER TARGET**
Management Responses to Audit Queries (Internal & External)		Respond to all Queries Raised	Respond to Queries as they raised	Respond to Queries as they raised	Respond to Queries as they raised	Respond to Queries as they raised
Development of the Audit Action Plan	Developed by MORAR	Audit Action Plan Developed by end of January 2015			Develoment of the Audit Action Plan	
KEY PERFORMANCE AREA (KPA)	**Municipal Transformation and Institutional Development**					
KEY PERFORMANCE INDICATOR (KPI)	**BASELINE (2013/14)**	**ANNUAL TARGET (2014/15)**	**1ST QUARTER TARGET**	**2ND QUARTER TARGET**	**3RD QUARTER TARGET**	**4TH QUARTER TARGET**
Training of Officials on VAT returns and reconciliation	No training	Trained officials on VAT Returns & Reconciliatios	On Going	On Going	On Going	On Going

5. MONTHLY PROJECTIONS OF OPERATING, CAPITAL EXPENDITURE AND REVENUE FOR EACH VOTE

Operating expenditure per department

[illegible]	July	August	September	October	November	D[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Vote 1 - EXCO												-	
Vote 2 - OFFICE OF THE MAYOR	840,391.00	565,407.00	554,571.67	570,820.00	882,863.67	627,061.00	495,170.00	627,070.00	844,762.67	592,796.00	558,489.67	(1,518,461.65)	5,640,941.02
Vote 3 - OFFICE OF THE SPEAKER	690,000.00	675,867.00	786,758.00	687,768.00	805,798.00	687,968.00	685,554.00	665,665.00	988,796.00	978,697.00	685,966.00	(499,370.71)	7,839,466.29
Vote 4 - OFFICE OF THE MUNICIPAL MANAGER	782,416.67	786,557.00	564,756.00	675,675.00	915,868.00	675,867.00	982,416.67	982,416.67	982,416.67	982,416.67	982,416.67	695,538.17	10,008,761.17
Vote 5 - COMMUNITY SERVICES	1,276,166.67	1,723,833.33	1,723,833.33	1,723,833.33	1,521,166.67	1,723,833.33	1,723,833.33	1,723,833.33	3,245,554.00	1,723,833.33	1,723,833.33	3,320,181.90	23,153,735.90
Vote 6 - CORPORATE SERVICES	405,916.67	1,094,083.33	1,094,083.33	1,094,083.33	405,916.67	1,094,083.33	1,094,083.33	968,576.00	1,453,454.00	1,094,083.33	1,094,083.33	5,663,005.34	16,555,452.00
Vote 7 - TOWN PLANNING AND ECONOMIC DEVELOPMENT	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 8 - FINANCIAL SERVICES	6,521,845.76	3,234,554.00	2,343,554.00	3,234,776.00	6,737,669.76	2,123,009.00	1,098,098.00	2,158,451.24	8,861,006.09	1,844,407.56	1,905,967.51	(17,468,565.48)	22,594,773.44
Vote 9 - PLANNING AND INFRASTRUCTURE SERVICES	15,931,985.65	1,845,017.00	1,779,101.71	1,338,006.33	8,367,704.87	1,200,736.50	1,198,260.64	258,998.56	8,644,406.67	230,758.23	421,589.56	2,450,083.47	43,666,649.19
Vote 10 - SERVICE DELIVERY AND PUBLIC SAFETY	1,834,269.75	2,159,272.52	2,323,082.12	1,961,382.16	2,266,393.67	2,996,735.99	3,902,160.19	3,721,916.51	2,349,394.47	3,892,057.19	3,855,590.24	4,209,274.17	33,271,528.98
Total Operating Expenditure	28,282,992.16	12,084,591.19	11,169,740.16	11,286,344.16	21,903,381.30	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]

[illegible] ER DEPARTMENT													
Department	July	August	September	[illegible]	[illegible]	[illegible]r	January	February	March	April	May	June	Total
Vote 1 - EXCO												-	
Vote 2 - OFFICE OF THE MAYOR	130,506.00	79,897.00	95,833.33	79,877.00	95,833.33	68,766.00	79,687.00	68,798.00	95,833.33	103,089.00	95,833.33	106,026.67	1,100,000.00
Vote 3 - OFFICE OF THE SPEAKER	500,000.00				175,000.00							-	675,000.00
Vote 4 - OFFICE OF THE MUNICIPAL MANAGER	200,000.00				280,000.00							-	480,000.00
Vote 5 - COMMUNITY SERVICES	3,000,000.00				3,245,000.00				3,000,000.00			421,141.56	9,666,141.56
Vote 6 - CORPORATE SERVICES	1,500,000.00				1,500,000.00				1,025,000.00			-	4,025,000.00
Vote 7 - TOWN PLANNING AND ECONOMIC DEVELOPMENT												-	-
Vote 8 - FINANCIAL SERVICES	100,000.00								77,000.00			175.00	177,175.00
Vote 9 - PLANNING AND INFRASTRUCTURE SERVICES	1,702,756.00	1,134,270.46	1,009,728.00	1,100,420.00	2,637,018.46	471,294.90	55,500.00	130,100.00	1,328,400.00	53,500.00	64,200.00	179,899.58	10,194,044.50
Vote 10 - SERVICE DELIVERY AND PUBLIC SAFETY	2,244,707.25	2,106,170.48	2,110,140.00	2,157,107.14	3,946,030.33	1,303,264.01	137,304.01	357,070.49	1,729,003.53	137,334.81	164,001.76	245,729.75	16,169,013.94
Total C[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]

REVENUE PROJECTIONS PER DEPARMENT													
Revenue by Vote	July	August	September	October	November	December	January	February	March	April	May	June	Total
Vote 1 - EXCO												-	
Vote 2 - OFFICE OF THE MAYOR												-	
Vote 3 - OFFICE OF THE SPEAKER												-	
Vote 4 - OFFICE OF THE MUNICIPAL MANAGER												-	
Vote 5 - COMMUNITY SERVICES	1,089,708.00	1,096,858.00	1,039,454.00	1,234,323.00	1,076,556.00	1,765,454.00	998,798.00	1,097,087.00	1,001,001.00	1,543,454.00	1,435,432.00	2,489,690.51	
Vote 6 - CORPORATE SERVICES												-	
Vote 7 - TOWN PLANNING AND ECONOMIC DEVELOPMENT												-	
Vote 8 - FINANCIAL SERVICES	32,957,167.83	6,630,021.83	6,456,071.83	6,376,051.33	28,344,565.83	6,896,773.76	7,834,037.18	7,207,026.18	24,984,334.33	6,485,325.18	8,147,140.31	(3,974,410.52)	
Vote 9 - PLANNING AND INFRASTRUCTURE SERVICES	15,687,968.00	2,959,495.00	2,839,000.00	2,141,613.00	11,798,777.00	1,345,454.00	1,836,692.58	1,836,692.58	6,353,000.00	2,066,530.83	1,645,364.00	1,248,942.23	
Vote 10 - SERVICE DELIVERY AND PUBLIC SAFETY												-	
Total Revenue by Vote	49,734,843.83	10,686,374.83	10,334,525.83	9,751,987.33	41,219,898.83	10,007,681.76	10,669,527.76	10,140,805.76	32,338,335.33	10,095,310.01	11,227,936.31	(235,777.78)	205,971,449.80

6. THREE-YEAR DETAILED CAPITAL WORKS PLAN

CAPITAL PROJECTS	14/15	15/16	16/17
Namahadi Roads and stormwater drainage	5,519,044.50	290,476.03	
Upgrade of Sports Ground: Ntswanatsatsi / Cornelia	464,953.92	2,959,525.51	1,200,035.57
Upgrade of Mafahlaneng Sports Stadium	780,554.52	122,850.24	
High Mast Lights			
Construction of a new water reservoir - Villiers	1,089,648.68	9,569,203.12	560,992.20
Construction of extension of waste water treatment works - Qalabotjha	10,349,657.00	1,500,000.00	
PMU	1,070,000.00	1,099,250.00	1,140,250.00
EPWP	1,000,000.00	1,060,000.00	1,123,600.00
Establishment and extension of cemetries	-	-	-
Upgrading of Zomba Stadium - Namahadi			2,219,964.43
Landfill site management	6,000,000.00	4,680,000.00	4,870,800.00
Upgrade of Khathokoha	1,966,141.56	215,394.25	
Fencing of parks, cemeteries and landfill sites			
Electrification	3,000,000.00	15,000,000.00	20,000,000.00
Frankfort water reticulation	160,000.00		
Weir in the Vaal River: Villiers	-	-	
Pipeline installation to the reservoir: Villiers	-	-	-
Bridge maintenance			
Installation of bulk infrastructural development	-	-	-
Sanitation system improvement	-	-	-
Equipment, vehicles and systems	7,617,174.82	5,777,205.50	5,683,365.43
Mayoral Projects	1,000,000.00	1,060,000.00	1,123,600.00
Namahadi/ Mamello: Upgrading of Gravel road to paved		6,228,300.85	12,521,699.15
Office building	3,000,000.00		-
TOTAL CAPITAL EXPENDITURE	[illegible]	[illegible]	[illegible]

Mafube Municipality

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Mafube Local Municipality, Final Service Delivery and Budget Implementation Plan (SDBIP) 2014/2015

Signed by: Clr J.C. Sigasa

The Mayor on behalf of the

Council: Mafube LM

Date: 18/07/2014.