



1. INTRODUCTION

PURPOSE OF THIS DOCUMENT

This document presents the Service Delivery and Budget Implementation Plan (SDBIP) for Bela – Bela’s 2013/14 financial year. It is intended to enable the Municipal Manager to monitor the performance of Senior Managers, the Mayor to monitor the performance of the Municipal Manager and the Community to monitor the performance of Bela Bela Local Municipality.

The SDBIP provides a vital link between the Mayor, Executive Council, and administration and facilitates the process for holding the management accountable for its performance. Therefore this SDBIP report serves as a management, implementation and monitoring tool that is produced to assist Bela – Bela Local Municipality’s Mayor, Municipal Manager, Senior Managers and the Community on the ground.

BELA BELA’S VISION, MISSION AND VALUES

During the 2013/14 IDP Review, the mission and vision of the municipality were revised as follows:

1.2.1. VISION

“We are the prime agricultural hub and eco-tourism destination of choice”

1.2.2. MISSION STATEMENT

Our mission is to constantly strive towards the achievement of:

- An effective and efficient services delivery underpinned by
- Stakeholders driven economic development and growth that fosters
- Sustainable job creation opportunities of communities within
- A safe, healthy and prosperous environment



1.2.3. Municipal Values

Bela Bela Municipality commits itself to adhere to the municipal core policies and values which are:-

2. Accountability
3. Fairness
4. Effectiveness
5. Commitment
6. Honesty and Sincerity
7. Integrity

LEGAL FRAMEWORK FOR THE SDBIP

The Service Delivery and Budget Implementation Plan is enforced by the law. The relevant sections are found in the Municipal Finance Management Act No. 56 of 2003 and these are as follows:-

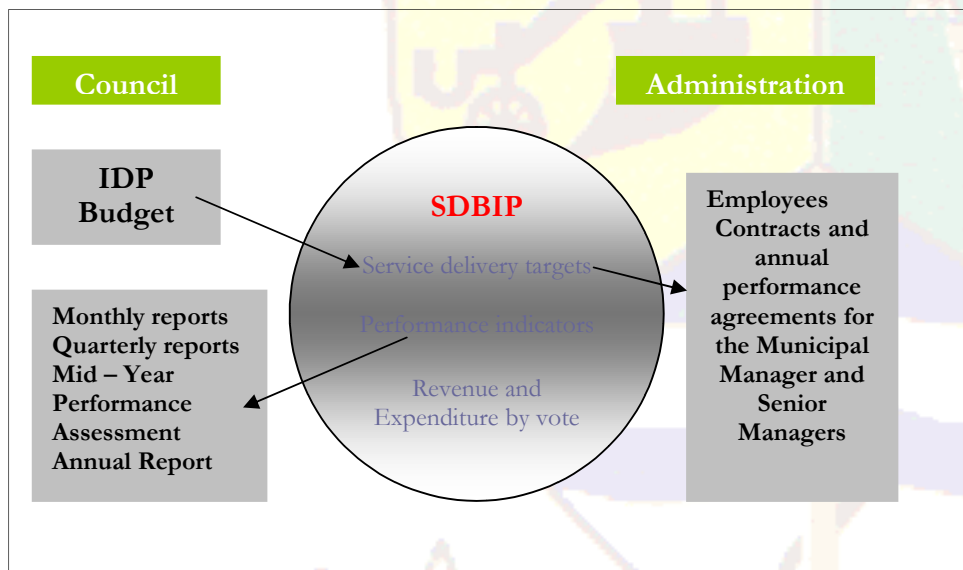
- **Section 69 (3)(a)** – states that *“the Accounting Officer must no later than **14 days** after the approval of the annual budget submit to Mayor a Approved SDBIP for the budget year”*.
- **Section 53 (1)(c)(ii)** – states that *“the Mayor must take all reasonable steps to ensure that the Municipality’s SDBIP is approved within 28 days after the approval of the budget”*.
- **Section 53 (3)(a)** – states that *“the Accounting Officer must ensure that the revenue and expenditure projections for each month and the service delivery and budget implementation plan, are made public no latter than **14 days** after the approval of Service and Budget Implementation Plan.*



THE SERVICE DELIVERY AND BUDGET IMPLEMENTATION CONCEPT

The SDBIP contains information regarding service delivery targets, performance indicators, revenue and expenditure. The graph below is an indication of the elements that are directly linked to the SDBIP concept.

Figure 1: SDBIP Concept



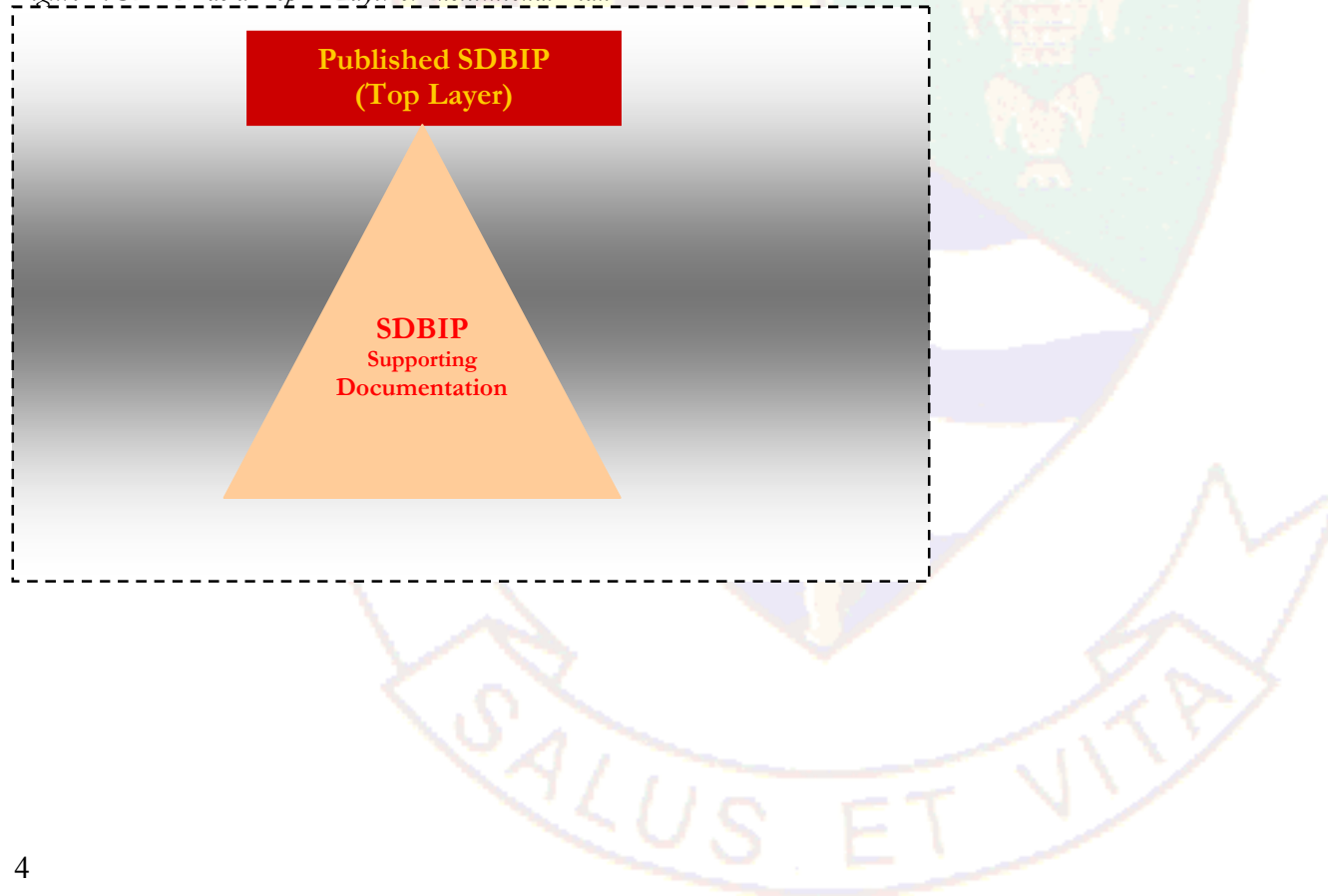
It should be noted that the SDBIP is firstly informed by the IDP and Budget, secondly the annual performance agreements/ contracts of the Municipal Manager and Senior Managers must be influenced by the SDBIP and thirdly the in – year reporting (monthly and quarterly), and annual reporting on functional service delivery should be done against the information contained in the approved SDBIP.



TOP – LAYER OR INSTITUTIONAL SDBIP

As illustrated in figure 2 below the SDBIP is a top – layer or an institutional plan that is supported by a detailed Departmental Operational Plans or Departmental Scorecards which provides further information on how each Department will realize service delivery targets published in the top – layer SDBIP.

Figure 2: SDBIP as a Top – Layer or Institutional Plan





STRUCTURE OF THIS REPORT

This report is divided into six sections in addition to this introduction. The following is a brief overview of each section contained in this report:-

- Bela – Bela SDBIP in Context (Section 2) – is a brief contextual analysis which examine how Bela – Bela SDBIP targets for 2013/14 financial year will respond to the Revised IDP for 2013/14 strategies and priority issues. This is broken down per each department within the municipality.
- Annexure A (Revenue by Source) is a detailed indication of financial capacity (revenue) that is projected on a monthly basis for 2013/14 within Bela Bela Municipality.
- Annexure B (Revenue and Expenditure projections by vote – is a summary of the projected revenue on a monthly basis against the allocation for expenditure.
- Annexure C: Capital Works Plan – specify the budget that is allocated for capital projects and an indication of where the capital funds will be sourced and the location were the budget will be spent.
- Annexure D: 2013/14 Procurement Plan – specify the targets as per financial implementation plan for 2013/14 financial year.
- Annexure E: Service Delivery Targets and Performance Indicators by Vote – the targets that are made by each department (within the municipality) with regards to the services that they will deliver based on the available capacity and capability for 2013/14 financial year.
- Conclusion and a Way Forward – Monitoring and Reporting (Section 6) – is a brief discussion regarding the monitoring of the SDBIP implementation by the Municipal Manager through a series of reports submitted by the Senior Managers on a monthly, quarterly and annual basis as stipulated by the Municipal Finance Management Act No. 56 of 2003. This section therefore serves to be a brief conclusion and a way forward regarding the SDBIP for this financial year.

8. BELA – BELA 2013/14 SDBIP IN CONTEXT: TARGETS TO IMPLEMENT THE STRATEGIES SET BY THE REVISED IDP 2013/14

OFFICE OF THE MUNICIPAL MANAGER

The Municipal Manager is the Head of the Administration within Bela Bela Municipality. The other functions performed by the office of the Municipal Manager are Communication and Internal Auditing. The operations of the Communication Division are in line with the principles of Good Governance which is priority number six (6) of the revised 2013/14 IDP. The communication division has therefore set target as indicated in Annexure D to this plan.



The functions of the Internal Audit Division are in line with Municipal Transformation and Institutional Development which is priority eleven (11) of the revised 2013/ 14 IDP. In line with this priority the Internal Audit Division has set targets as indicated in Annexure D to this plan.

TECHNICAL SERVICES

The first three priorities of the revised 2013/14 IDP are related to infrastructure development (Priority 1: Roads and Stormwater, Priority 2: Electricity and Priority 3: Water and Sanitation) and the Department of Technical Services is the main custodian of infrastructure service delivery. Annexure D indicates targets set by the Technical Services Department to in terms of the priority issues mentioned above.

PLANNING AND ECONOMIC DEVELOPMENT

Land, Housing and Infrastructure Delivery is the fourth (4th) priority of revised 2013/14 IDP and this Department has targeted to coordinate housing development for low and middle income groups within Bela Bela, as well as to facilitate township establishment and to process applications for residential sites. Local Economic Development is the fifth (5th) priority as identified in the revised 2013/14 IDP. This department has therefore targeted to achieve a number of economic development objectives. This Department also accommodates the IDP and PMS Division which is responsible for the overall development, management and facilitation of the Integrated Development Planning Process and Performance Management of the municipal institution. The IDP division has therefore identified all the functions and operations that it will undertake relating to IDP, PMS and Service Delivery Reporting and projected targets through which it intends to achieve these functions. Annexure D indicates the targets set by the department to implement programmes/projects as identified in the IDP.

SOCIAL AND COMMUNITY SERVICES

The Social and Community Services Department has targeted to maintain a number of community facilities including parks, cemeteries, traffic management, sports and recreation facilities. In terms of the revised 2013/14 IDP, this Department has targeted to implement some of the capital projects which includes the development of Environmental Management Plan, and the upgrading of the vehicle testing ground.

BUDGET AND TREASURY

This department is mainly responsible for budgeting, revenue management, expenditure management, implementation of the supply chain policy and financial reporting. Budget and Treasury has therefore made targets to deliver these services within this financial year and made projections with regards to the magnitude at which these services will be delivered.



CORPORATE SERVICES

The functions that this department has targeted to perform are in line with the 11th priority of the revised IDP (i.e. Municipal Transformation and Institutional Development) and these include Implementation of the Workplace Skills Plan, Organisational Arrangements and Development and Employment Equity Plan.

FUNDING COMPLIANCE MEASUREMENT

National Treasury requires that the municipality assess its financial sustainability against fourteen different measures that look at various aspects of the financial health of the municipality. These measures are contained in the following table. All the information comes directly from the annual budgeted statements of financial performance, financial position and cash flows. The funding compliance measurement table essentially measures the degree to which the proposed budget complies with the funding requirements of the MFMA. Each of the measures is discussed below:

LIM366 Bela Bela Supporting Table SA10 Funding measurement												
Description	MFMA section	Ref	2009/10	2010/11	2011/12	Current Year 2012/13				2013/14 Medium Term Revenue & Expenditure Framework		
			Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Funding measures												
Cash/cash equivalents at the year end - R'000	18(1)b	1	5 162	4 210	1 759	655	1 278	1 278	1 278	22 954	49 144	85 741
Cash + investments at the yr end less applications - R'000	18(1)b	2	(48 722)	(22 435)	(14 745)	(11 484)	(7 494)	(7 494)	(7 494)	23 903	48 955	100 407
Cash year end/monthly employee/supplier payments	18(1)b	3	0.5	0.3	0.1	0.0	0.1	0.1	0.1	1.3	2.6	4.0
Surplus/(Deficit) excluding depreciation offsets: R'000	18(1)	4	12 293	(32 727)	(3 141)	25 994	36 229	36 229	36 229	16 781	18 488	19 379
Service charge rev % change - macro CPIX target exclusive	18(1)a,(2)	5	N.A.	7.6%	17.2%	(9.1%)	16.9%	(6.0%)	(6.0%)	(12.6%)	5.0%	4.9%
Cash receipts % of Ratepayer & Other revenue	18(1)a,(2)	6	84.1%	86.4%	94.3%	92.8%	93.2%	93.2%	93.2%	93.2%	92.2%	90.2%
Debt impairment expense as a % of total billable revenue	18(1)a,(2)	7	16.0%	12.4%	8.8%	2.2%	1.7%	1.7%	1.7%	11.4%	17.0%	23.6%
Capital payments % of capital expenditure	18(1)c;19	8	128.9%	112.3%	60.5%	100.0%	98.7%	98.7%	98.7%	100.0%	100.0%	100.0%
Borrowing receipts % of capital expenditure (excl. transfers)	18(1)c	9	0.0%	0.0%	0.0%	(4.3%)	(3.7%)	(3.7%)	(3.7%)	0.0%	0.0%	0.0%
Grants % of Govt. legislated/gazetted allocations	18(1)a	10								100.0%	99.9%	99.8%
Current consumer debtors % change - incr(decr)	18(1)a	11	N.A.	18.7%	14.7%	1.5%	(0.5%)	0.0%	0.0%	1.5%	10.0%	69.9%



Long term receivables % change - incr(decr)	18(1)a	12	N.A.	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
R&M % of Property Plant & Equipment	20(1)(vi)	13	0.0%	1.2%	1.4%	1.2%	0.7%	0.7%	1.0%	1.0%	1.0%	1.1%
Asset renewal % of capital budget	20(1)(vi)	14	0.0%	0.0%	0.0%	12.2%	11.6%	11.6%	0.0%	0.0%	0.0%	0.0%
High Level Outcome of Funding Compliance												
Total Operating Revenue			147 629	170 433	209 435	213 271	240 360	240 360	240 360	235 340	259 783	290 264
Total Operating Expenditure			149 166	212 560	228 094	205 381	231 405	231 405	231 405	237 906	262 392	293 319
Surplus/(Deficit) Budgeted Operating Statement			(1 538)	(42 127)	(18 659)	7 890	8 955	8 955	8 955	(2 565)	(2 609)	(3 056)
Surplus/(Deficit) Considering Reserves and Cash Backing			(50 259)	(64 562)	(33 403)	(3 594)	1 461	1 461	1 461	21 337	46 346	97 351
MTREF Funded (1) / Unfunded (0)		15	0	0	0	0	1	1	1	1	1	1
MTREF Funded ✓ / Unfunded ✗		15	✗	✗	✗	✗	✓	✓	✓	✓	✓	✓



ANNEXURE A: REVENUE BY SOURCE

Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13				2013/14 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Revenue By Source											
Property rates	2	34 484	37 782	37 397	39 806	65 862	65 862	65 862	42 550	48 361	54 713
Property rates - penalties & collection charges						-					
Service charges - electricity revenue	2	45 373	53 440	70 399	68 619	67 955	67 955	67 955	77 129	84 842	93 326
Service charges - water revenue	2	8 962	9 671	18 754	12 590	18 500	18 500	18 500	20 296	22 325	24 558
Service charges - sanitation revenue	2	5 434	5 885	6 475	6 646	6 646	6 646	6 646	7 260	7 986	8 785
Service charges - refuse revenue	2	5 040	5 988	5 947	6 304	6 304	6 304	6 304	6 903	7 594	8 353
Service charges - other					695	231	231	231	430	473	520
Rental of facilities and equipment		300	229	1 205	858	346	346	346	214	236	259
Interest earned - external investments		79	97	134	200	25	25	25	356	392	431
Interest earned - outstanding debtors		7 274	6 471	9 479	8 117	9 500	9 500	9 500	9 785	10 764	11 840
Dividends received						-	-	-			
Fines		1 671	1 228	1 197	2 000	1 650	1 650	1 650	3 600	3 960	4 356
Licences and permits		7 615	7 201	8 540	8 600	8 600	8 600	8 600	8 750	9 625	10 588
Agency services					471	471	471	471			
Transfers recognised - operational		30 471	40 992	42 039	48 258	48 973	48 973	48 973	53 097	57 760	66 522
Other revenue	2	927	1 451	7 867	5 427	617	617	617	4 970	5 467	6 014
Gains on disposal of PPE					4 680	4 680	4 680	4 680			
Total Revenue (excluding capital transfers and contributions)		147 629	170 433	209 435	213 271	240 360	240 360	240 360	235 340	259 783	290 264
Expenditure By Type											
Employee related costs	2	51 031	58 640	65 915	76 918	74 555	74 555	74 555	72 818	79 007	85 723
Remuneration of councillors		3 856	4 107	4 703	4 698	4 698	4 698	4 698	5 027	5 128	5 230
Debt impairment	3	15 912	13 989	12 370	3 000	2 890	2 890	2 890	17 720	29 250	45 000
Depreciation & asset impairment	2	7 786	38 345	31 266	3 500	3 500	3 500	3 500	7 500	7 575	8 219
Finance charges		2 373	3 220	3 004	2 572	-			3 100	3 364	3 649
Bulk purchases	2	29 380	46 271	55 150	54 123	58 371	58 371	58 371	67 515	71 309	75 286



BELA BELA LOCAL MUNICIPALITY

2013/14 APPROVED SDBIP

Other materials	8	7 203	9 606	10 535		-		7 984	8 493	9 214	
Contracted services		-	-	17 687	17 825	20 316	20 316	20 316	23 681	24 638	
Transfers and grants		-	-	-	-	-	-	-	-	-	
Other expenditure	4, 5	31 626	38 382	27 360	42 745	67 075	67 075	67 075	32 560	34 113	
Loss on disposal of PPE				105		-					
Total Expenditure		149	212	228	205	231	231	231 405	237	262	
		166	560	094	381	405	405		906	392	
Surplus/(Deficit)		(1	(42	(18					(2	(2	
		538)	127)	659)	7 890	8 955	8 955	8 955	565)	609)	
Transfers recognised - capital		13 831	9 401	15 518	18 104	18 104	18 104	18 104	19 347	21 097	
Contributions recognised - capital	6	-	-	-	-	-	-	-	-	-	
Contributed assets						9 170	9 170	9 170			
Surplus/(Deficit) after capital transfers & contributions		12 293	(32	(3	25 994	36 229	36 229	36 229	16 781	18 488	
			727)	141)							
Taxation						-					
Surplus/(Deficit) after taxation		12 293	(32	(3	25 994	36 229	36 229	36 229	16 781	18 488	
			727)	141)							
Attributable to minorities											
Surplus/(Deficit) attributable to municipality		12 293	(32	(3	25 994	36 229	36 229	36 229	16 781	18 488	
			727)	141)							
Share of surplus/ (deficit) of associate	7										
Surplus/(Deficit) for the year		12 293	(32	(3	25 994	36 229	36 229	36 229	16 781	18 488	
			727)	141)							
<u>References</u>											
1. Classifications are revenue sources and expenditure type											
2. Detail to be provided in Table SA1											
3. Previously described as 'bad or doubtful debts' - amounts shown should reflect the change in the provision for debt impairment											
4. Expenditure type components previously shown under repairs and maintenance should be allocated back to the originating expenditure group/item; e.g. employee costs											
5. Repairs & maintenance detailed in Table A9 and Table SA34c											
6. Contributions are funds provided by external organisations to assist with infrastructure development; e.g. developer contributions (detail to be provided in Table SA1)											
7. Equity method											
8. All materials not part of 'bulk' e.g. road making materials, pipe, cable etc.											
check balance		-	-	0	-0	0	-1		-0	0	-0
Total revenue		161 460	179 834	224 953	231 375	267 634	267 634	267 634	254 687	280 880	312 699

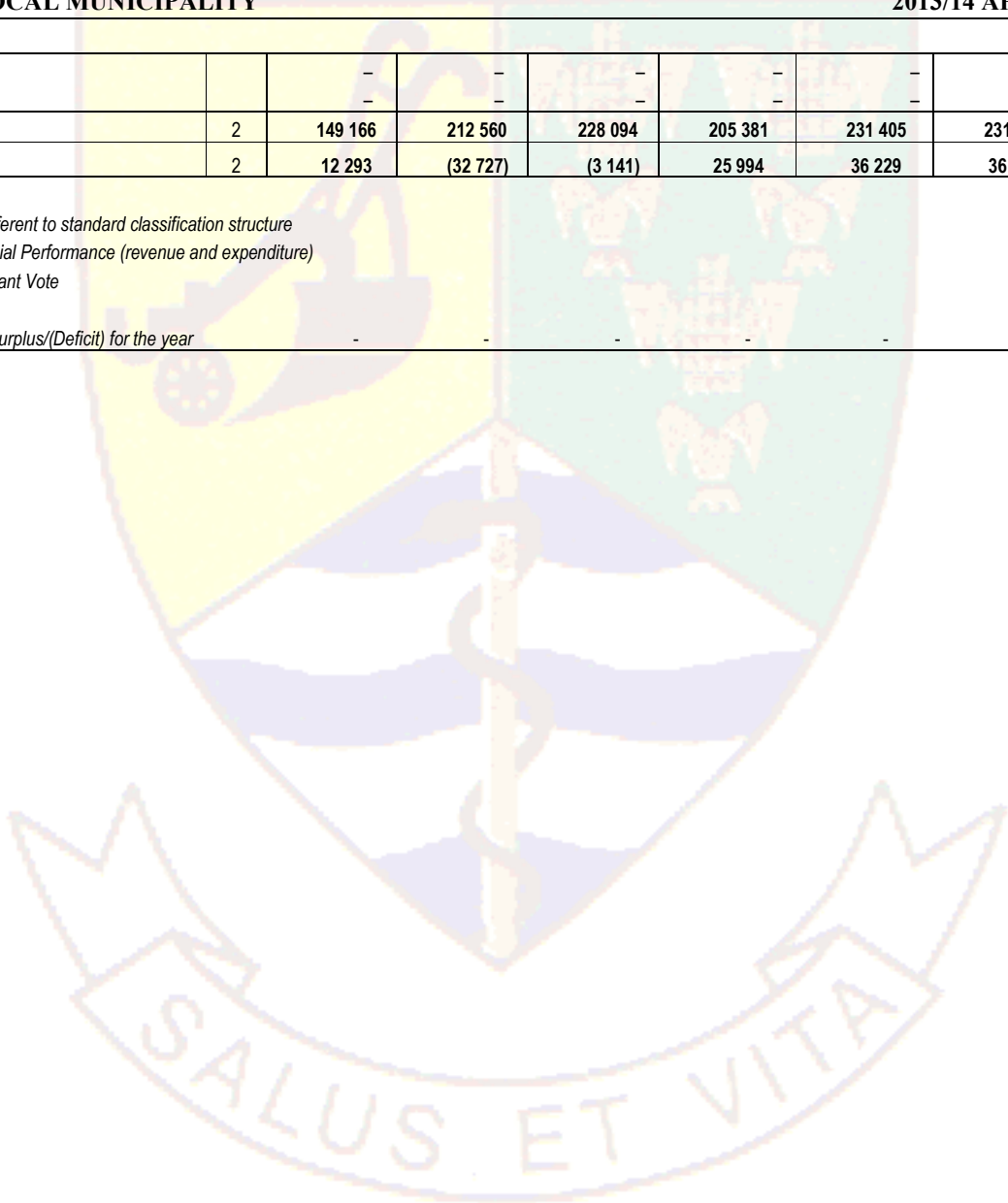


ANNEXURE B: REVENUE AND EXPENDITURE PROJECTIONS BY VOTE

Vote Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13			2013/14 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
Revenue by Vote	1									
Vote 1 - EXECUTIVE COUNCIL		-	-	-	-	-	-	-	-	-
Vote 2 - MUNICIPAL MANAGERS		-	-	-	-	-	-	-	-	-
Vote 3 - BUDGET AND TREASURY		87 066	82 382	95 920	118 715	126 364	126 364	107 658	120 553	137 210
Vote 4 - CORPORATE SERVICES		300	300	1 628	928	401	401	404	445	489
Vote 5 - SOCIAL AND COMMUNITY SERVICES		9 285	14 325	16 056	17 862	17 349	17 349	21 185	23 204	25 424
Vote 6 - ECONOMIC AND PLANNING DEVELOPMENT		-	-	204	260	260	260	142	156	172
Vote 7 - TECHNICAL SERVICES		64 808	82 826	111 145	93 610	123 260	123 261	125 297	136 522	149 403
9.9 - [Name of sub-vote]		-	-	-	-	-	-	-	-	-
Vote 9 - [NAME OF VOTE 9]		-	-	-	-	-	-	-	-	-
Vote 10 - [NAME OF VOTE 10]		-	-	-	-	-	-	-	-	-
Vote 11 - [NAME OF VOTE 11]		-	-	-	-	-	-	-	-	-
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-
Total Revenue by Vote	2	161 460	179 834	224 953	231 375	267 634	267 634	254 687	280 880	312 699
Expenditure by Vote to be appropriated	1									
Vote 1 - EXECUTIVE COUNCIL		46 687	6 438	7 772	11 633	9 083	9 083	9 241	9 671	10 130
Vote 2 - MUNICIPAL MANAGERS		-	3 300	2 955	3 583	3 766	3 766	3 486	3 718	5 218
Vote 3 - BUDGET AND TREASURY		14 835	42 353	71 380	26 679	64 553	64 553	74 972	89 687	107 971
Vote 4 - CORPORATE SERVICES		-	13 977	16 964	13 099	35 639	35 639	31 515	33 279	35 155
Vote 5 - SOCIAL AND COMMUNITY SERVICES		15 596	28 870	28 792	4 731	25 529	25 529	26 661	28 763	30 073
Vote 6 - ECONOMIC AND PLANNING DEVELOPMENT		5 446	5 061	4 959	77 041	5 608	5 608	6 653	7 114	7 608
Vote 7 - TECHNICAL SERVICES		66 603	112 560	95 271	68 615	87 228	87 228	85 377	90 160	97 165
9.9 - [Name of sub-vote]		-	-	-	-	-	-	-	-	-
Vote 9 - [NAME OF VOTE 9]		-	-	-	-	-	-	-	-	-
Vote 10 - [NAME OF VOTE 10]		-	-	-	-	-	-	-	-	-
Vote 11 - [NAME OF VOTE 11]		-	-	-	-	-	-	-	-	-
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-	-	-



Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-
Total Expenditure by Vote	2	149 166	212 560	228 094	205 381	231 405	231 405	237 906	262 392	293 319
Surplus/(Deficit) for the year	2	12 293	(32 727)	(3 141)	25 994	36 229	36 229	16 781	18 488	19 379
<i>References</i>										
1. Insert 'Vote'; e.g. department, if different to standard classification structure										
2. Must reconcile to Budgeted Financial Performance (revenue and expenditure)										
3. Assign share in 'associate' to relevant Vote										
<i>check Surplus/(Deficit) for the year</i>										
		-	-	-	-	-	-	-	-	-





ANNEXURE C: CAPITAL WORKS PLAN

Vote Description	Ref	2009/10	2010/11	2011/12	Current Year 2012/13				2013/14 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2013/14	Budget Year +1 2014/15	Budget Year +2 2015/16
R thousand	1										
Capital expenditure - Vote											
Multi-year expenditure to be appropriated	2										
Vote 1 - EXECUTIVE COUNCIL		-	-	-	-	-	-	-	-	-	-
Vote 2 - MUNICIPAL MANAGERS		-	-	-	-	-	-	-	-	-	-
Vote 3 - BUDGET AND TREASURY		-	-	-	-	-	-	-	-	-	-
Vote 4 - CORPORATE SERVICES		-	-	-	-	-	-	-	-	-	-
Vote 5 - SOCIAL AND COMMUNITY SERVICES		-	-	-	-	-	-	-	-	-	-
Vote 6 - ECONOMIC AND PLANNING DEVELOPMENT		-	-	-	-	-	-	-	-	-	-
Vote 7 - TECHNICAL SERVICES		-	-	-	-	-	-	-	-	-	-
9.9 - [Name of sub-vote]		-	-	-	-	-	-	-	-	-	-
Vote 9 - [NAME OF VOTE 9]		-	-	-	-	-	-	-	-	-	-
Vote 10 - [NAME OF VOTE 10]		-	-	-	-	-	-	-	-	-	-
Vote 11 - [NAME OF VOTE 11]		-	-	-	-	-	-	-	-	-	-
Vote 12 - [NAME OF VOTE 12]		-	-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]		-	-	-	-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]		-	-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]		-	-	-	-	-	-	-	-	-	-
Capital multi-year expenditure sub-total	7	-	-	-	-	-	-	-	-	-	-
Single-year expenditure to be appropriated	2										
Vote 1 - EXECUTIVE COUNCIL		-	-	-	-	-	-	-	-	-	-
Vote 2 - MUNICIPAL MANAGERS		-	-	-	-	-	-	-	-	-	-
Vote 3 - BUDGET AND TREASURY		-	-	1	-	2 000	2 000	2 000	-	-	-
Vote 4 - CORPORATE SERVICES		3	2	885	1 050	800	800	800	-	-	-
Vote 5 - SOCIAL AND COMMUNITY SERVICES		903	265	145	11 227	11 377	11 377	11 377	7	7	3
Vote 6 - ECONOMIC AND PLANNING DEVELOPMENT		395	775	260	590	370	370	370	918	771	500
Vote 7 - TECHNICAL SERVICES		15	470	-	13 127	12 727	12 727	12 727	11	13	18
9.9 - [Name of sub-vote]		271	798	893	-	-	-	-	428	326	935
		-	-	-	-	-	-	-	-	-	-



Vote 9 - [NAME OF VOTE 9]	-	-	-	-	-	-	-	-	-	-
Vote 10 - [NAME OF VOTE 10]	-	-	-	-	-	-	-	-	-	-
Vote 11 - [NAME OF VOTE 11]	-	-	-	-	-	-	-	-	-	-
Vote 12 - [NAME OF VOTE 12]	-	-	-	-	-	-	-	-	-	-
Vote 13 - [NAME OF VOTE 13]	-	-	-	-	-	-	-	-	-	-
Vote 14 - [NAME OF VOTE 14]	-	-	-	-	-	-	-	-	-	-
Vote 15 - [NAME OF VOTE 15]	-	-	-	-	-	-	-	-	-	-
Capital single-year expenditure sub-total	19 569	22 308	26 183	25 994	27 274	27 274	27 274	19 347	21 097	22 435
Total Capital Expenditure - Vote	19 569	22 308	26 183	25 994	27 274	27 274	27 274	19 347	21 097	22 435
Capital Expenditure - Standard										
Governance and administration	3	2	2	1 050	2 800	2 800	2 800	-	-	-
Executive and council				-						
Budget and treasury office			1	-	2 000	2 000	2 000			
Corporate services	3	2	885	1 050	800	800	800			
Community and public safety	-	775	501	11 227	11 377	11 377	11 377	7	7	3
Community and social services		775	417	11 227	11 377	11 377	11 377	918	770	500
Sport and recreation			2					6	3	3
Public safety			84					1	4	
Housing								200	770	
Health										
Economic and environmental services	395	470	-	4 209	3 989	3 989	3 989	-	-	-
Planning and development		470		590	370	370	370			
Road transport	395			3 619	3 619	3 619	3 619			
Environmental protection										
Trading services	8	12	9	3 950	3 550	3 550	3 550	-	-	-
Electricity	2	7	2	2 400	2 350	2 350	2 350			
Water	4	346	391	500	150	150	150			
Waste water management	1		5	1 050	1 050	1 050	1 050			



Waste management			4									
Other		6	551	6	759	12	-			11	13	18
		850	639	629	5 558	5 558	5 558	5 558	428	327	935	
Total Capital Expenditure - Standard	3	19	22	26	25 994	27 274	27 274	27 274	347	19	21	22
Funded by:												
National Government		13	9	15	18 104	18 254	18 254	18 254	347	19	21	22
Provincial Government		831	401	518	18 104	18 254	18 254	18 254	347	19	21	22
District Municipality												
Other transfers and grants												
Transfers recognised - capital	4	13	9	15	18 104	18 254	18 254	18 254	347	19	21	22
Public contributions & donations	5											
Borrowing	6											
Internally generated funds		5	12	10	7 890	9 020	9 020	9 020	-	-	-	-
		738	907	665	7 890	9 020	9 020	9 020	-	-	-	-
Total Capital Funding	7	19	22	26	25 994	27 274	27 274	27 274	347	19	21	22
		569	308	183	25 994	27 274	27 274	27 274	347	19	21	22
References												
1. Municipalities may choose to appropriate for capital expenditure for three years or for one year (if one year appropriation projected expenditure required for yr2 and yr3).												
2. Include capital component of PPP unitary payment. Note that capital transfers are only appropriated to municipalities for the budget year												
3. Capital expenditure by standard classification must reconcile to the appropriations by vote												
4. Must reconcile to supporting table SA20 and to Budgeted Financial Performance (revenue and expenditure)												
5. Must reconcile to Budgeted Financial Performance (revenue and expenditure)												
6. Include finance leases and PPP capital funding component of unitary payment - total borrowing/repayments to reconcile to changes in Table SA17												
7. Total Capital Funding must balance with Total Capital Expenditure												
8. Include any capitalised interest (MFMA section 46) as part of relevant capital budget												
check balance		-	-	-	-	-0.0	-0.0	-0.0	-	800.0	202.0	-



ANNEXURE D: 2013/14 PROCUREMENT PLAN

LEGEND (Procurement methods)
 I&I - Infrastructure (Installation and Supply)
 G - Goods
 S - Services
 Q - Quotation
 OT - Open Tender
 CT - Closed Tender
 BD/ RFO - Bid documents/ Request for proposal

BELA BELA LOCAL MUNICIPALITY PROCUREMENT PLAN

Schedule of Procurement Plan in respect of bids formal written price quotations and competitive bids (goods, works or services including all applicable taxes) for the 2012/13 financial year

Name of Department/ Division:

Name of Head Of Department

Description	VOTE	Estimated Cost (R)/ Budgeted Amount			Proc. Method	Source of Funding (e.g)	Envisaged date of advertisement	Envisaged closing date of bid	Envisaged date of award	Contract signed date	Contract completion date
		Total	Grant	Own revenue							
INFRASTRUCTURE INCLUDING (INCLUDING SUPPLY & INSTALLATION)											
License Testing Ground		3 919 000	3 919 000	0	MIG						
Road Paving Phase 3		2 822 000	2 822 000	0	MIG						
Bulk Infrastructure Ext 9		8 606 000	8 606 000	0	MIG						
Multi-purpose Double Ext 6 storey		2 799 150	2 799 150	0	MIG						
Upgrade Moloto street Stadium		0	0	0	MIG						
Resurface Sport Court Community Hall		1 200 000	1 200 000	0	MIG						
Storm-water Limpopo Road		0	0	0	MIG						
Road Paving Phase 4		0	0	0	MIG						
Bulk Infrastructure X25		0	0	0							
Bela Bela High: Sport Stadium				0							
Upgrade Sunfa Stadium				0							
Infrastructure Sub-Total		19 346 150	19 346 150	0							
GOODS											
GRAND TOTAL		19 346 150	19 346 150	0							

PLS NOTE: THIS PROCUREMENT PLAN IS APPLICABLE FOR ALL CAPITAL EXPENDITURE, CONSULTING/ TRAINING SERVICES AND CONTRACTS ABOVE R200 000

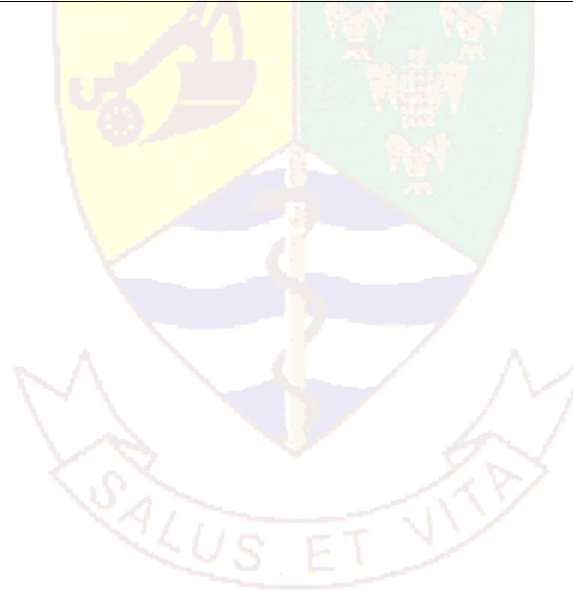


ANNEXURE E: SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS BY VOTE

Strategic Objective	Programme	Institutional Indicator	SOCIAL AND COMMUNITY SERVICES											Evidence Required
			Status	Annual		Qtr Ending Sep/13		Qtr Ending Dec/13		Qtr Ending Mar/14		Qtr Ending Jun/14		
			2012/2013	Projecte d Target 13/14	Revised Target 13/14	Projecte d Target	Actual	Projected Target	Actual	Projected Target	Actual	Projected Target	Actual	
Promote the welfare of the community	Waste Management	Number of Households receiving waste removal services	15733 households serviced	15 000 households		15000 households serviced weekly		15000 households serviced weekly		15000 households serviced weekly		15000 households serviced weekly		Billing statistics & housing files
		Number of complaints addressed	25 complaints	2complaints to be addressed		5 complaints to be addressed		5 complaints to be addressed		5 complaints to be addressed		5 complaints to be addressed		Complain register Attendance register
		Number of cleaning campaigns arranged	8 campaigns have been arranged	8 campaigns to be arranged		2 campaigns to be arranged		2 campaigns to be arranged		2 campaigns to be arranged		2 campaigns to be arranged		Attendance register Program of the event
	Traffic Management	Rand value received for traffic fines issued	R2.3M per annum	R2.5 M to be received		R630 000 to be received		R620 000 to be received		R630 000 to be received		R620 000 to be received		Monthly reports
		Number of speed images captured	26 000 Images captured	28 000 images to be captured		7000 images to be captured		7000 images to be captured		7000 images to be captured		7000 images to be captured		Monthly reports Infringement reports
	Licensing	Total r-value generated by the registration of vehicles, issuing of learners and drivers licenses	R8.6 M was generated	R8.6M to be generated		R2.2M to be generated		R2.1M to be generated		R2.2M to be generated		R2.2M to be generated		Monthly reports RD329
		Number of drivers license tested	1200 drivers was tested	1200 drivers to be tested		300 of drivers to be tested		300 of drivers to be tested		300 of drivers to be tested		300 of drivers to be tested		Appointment book R701
		Number of people tested for learners drivers license	1500 leaner driver	1500 learners to be tested		375 learners to be tested		375 learners to be tested		375 learners to be tested		375 learners to be tested		Appointment book R701
		Number of inspections to asses % SABS code requirements compliance	2 compliance inspections done	2 inspections to be done		0		1 inspection to be done		0		1 inspection to be done		Inspection register/ reports
		Number of inspections for K53 requirements compliance	2 inspections done	2 inspections to be done		0		1 inspection to be done		0		1 inspection to be done		Inspection register/ reports
	Fire Management	Number of fire cases attended	8 fire incidences attended	8 fire cases to be attended		2 fire cases to be attended		2 fire cases to be attended		2 fire cases to be attended		2 fire cases to be attended		Monthly reports Incidence reports
	Development of infrastructure and provision of services	Sports Facilities	Number of sport fields maintained	10 : SUNFA,Moloto street ,Khabele(2),Leseding,Tsakane , Belabela High,Ext 6 , Masakhane and Piennars revier	10 sports fields to be maintained		10 sports fields to be maintained		10 sports fields to be maintained		10 sports fields to be maintained		10 sports fields to be maintained	
Parks and Cemeteries		Number of graves booked	240 graves	200 graves to be booked		50 graves to be booked		50 graves to be booked		50 graves to be booked		50 graves to be booked		Monthly reports Grave register



SOCIAL AND COMMUNITY SERVICES														
Strategic Objective	Programme	Institutional Indicator	Status	Annual		Qtr Ending Sep/13		Qtr Ending Dec/13		Qtr Ending Mar/14		Qtr Ending Jun/14		Evidence Required
			2012/2013	Projecte d Target 13/14	Revised Target 13/14	Projecte d Target	Actual	Projected Target	Actual	Projected Target	Actual	Projected Target	Actual	
		Number of bookings made on Community halls	143	143										Monthly Report
		Number of parks maintained	Five Parks : Moloto str , RCC , Spa Park Cnr Minnar, Pienaars revier , Moffat and Pretoria street Park	5 parks to be maintaine d		5 parks to be maintaine d		5 parks to be maintained		5 parks to be maintained		5 parks to be maintained		Maintenance schedules /register
Creation of Temporary jobs through EPWP	Administration	Number of temporary jobs created	99 temporary jobs created	99 temporar y jobs to be created		34 temporar y jobs to be created		99 temporary jobs to be created		99 temporary jobs to be created		34 temporary jobs to be created		Monthly reports





CORPORATE SERVICES														
Strategic Objective	Programme	Institutional Indicator	Status 2012/2013	Annual Projected Target 2013/14	Revised Annual Target 2013/14	Qtr Ending Sep/13		Qtr Ending Dec/13		Qtr Ending Mar/14		Qtr Ending Jun/14		Evidence Required
						Projected Target	Actual	Projected Target	Actual	Projected Target	Actual	Projected Target	Actual	
Plan for the future	Organisational Performance Management	# of Senior managers with signed performance agreements	2	6		3		3						Signed Performance agreements
		# formal Individual performance assessments conducted and reported upon	2	2				1				1		Assessment report
Attract, develop and retain human capital:	Human Resource Management	# of job descriptions for new posts developed	4	4				4						Approved job descriptions and minutes of LLF
		% of staff trained	100%	100%		100%		100%		100%		100%		Attendance register and certificates
		# of critical posts filled	3 out of 6	3				3						Appointment letters and contract of employment
		% of OHS recommendations implemented by the department	0%	0%		0%		0%		0%		0%		Minutes ,memos and letters
		level of functionality of LLF/# meetings	4	4		1		1		1		1		Agenda and minutes
Ensure good governance and effective & efficient public participation	Information Communication and Technology	% of IT queries resolved within 7 day (# of IT complaints resolved within 1 day/ total # of IT complaints resolved as %)n 7 days	96%	100%		100%		100%		100%		100%		Job cards
		% monthly updates of website	99%	100%		100%		100%		100%		100%		Monthly reports
	Fraud and Anti Corruption Campaigns	# of corruption cases investigated in the department and resolved within 3 months/	1	0		0		0		0		0		Monthly report and charge sheet
		# policies reviewed	2	3		1		1		1		1		Council resolution
	Administration	# By-Laws developed/review.	4	4								4		Council resolution
		% EXCO and Council decisions communicated to other department within 7 days after approval for implementation.	100%	100%		100%		100%		100%		100%		Memos and letters
		% legal comments rendered within 5 working days from receipt of council items request / # requests for legal comments received as %	100%	100%		100%		100%		100%		100%		Council agenda
		% of legal comments rendered on Service level agreements within 5 days after adjudication of tenders and signed.	100%	100%		100%		100%		100%		100%		Memo and signed agreements
		# disciplinary cases resolved within 3 months / total # disciplinary cases per quarter as %	80%	100%		100%		100%		100%		100%		DC reports
		% employees grievances finalised within 3 months of grievance and finalised	0%	100%		100%		100%		100%		100%		Minutes of meeting held between supervisor ,management or MM
Development of infrastructure and provision of services	Administration	# of vehicles fixed / # of breakdowns reported as %	100%	100%		100%		100%		100%		100%		Reports
		% council Agendas issued 3 days before the meeting / # of Council meetings as %	100%	100%		100%		100%		100%		100%		Acknowledgement of receipt
		# councilors trained	6	17		5		5		5		2		Attendance register
Ensure good governance and effective & efficient public participation	Auditing	% of AG audit qualifications raised during the audit related to department resolved	100%	100%		100%		100%		100%		100%		AG Report/Action plan



PLANNING & ECONOMIC DEVELOPMENT														
Strategic Objective	Programme	Institutional Indicator	2012/13 Status	Annual		Qtr Ending Sep/13		Qtr Ending Dec/13		Qtr Ending Mar/14		Qtr Ending Jun/14		Evidence Required
				Projected Target 13/14	Revised Target 2013/14	Projected Target	Actual	Projected Target	Actual	Projected Target	Actual	Projected Target	Actual	
Plan for the future	Spatial and Town Planning	# of illegal land use addressed / # of illegal land use identified as %	30%	50%		50%		50%		50%		50%		Applications register
		% applications for township establishment processed within 6 months	80%	80%		80%		80%		80%		80%		Register
		% applications for rezoning processed within 6 months	85%	85%		85%		85%		85%		85%		Register
		% of consent use applications processed within 6 months of application	95%	95%		95%		95%		95%		95%		Register
		% of applications for subdivisions in proclaimed townships within 6 months of application	95%	95%		95%		95%		95%		95%		Register
		% of applications for consolidations processed within 6 months of application	100%	100%		100%		100%		100%		100%		Register
	Building control	# of building plans processed within 2 weeks of receipt / # of building plans received as %	100%	100%		100%		100%		100%		100%		Register
		# of building inspection conducted within two days after a request / # building inspections applications submitted as %	100%	100%		100%		100%		100%		100%		Register
		# of foundation inspection conducted within two days after a request / # foundation inspections applications submitted as %	100%	100%		100%		100%		100%		100%		Register
	Organisational Performance Management	# Quarterly departmental performance reports completed within one week of end of quarter	4	4		1		1		1		1		Quarterly Reports
Total # monthly departmental reports submitted		12	12		3		3		3		3		Monthly Reports	
Ensure good governance and effective & efficient public participation	Auditing	% of AG audit qualifications raised during the audit related to department resolved	100%	100%		100%		100%		100%		100%		AG Report/Action plan
	Administration	Tabling of Annual report to Council.	15 March 2013	31 January 2014 – Approved 31 March 2014 - final							31 January 2014 – Approved 31 March 2014 - final			Council resolution
		Submission of annual report DLGH, Provincial Treasury and AG	Not done, 2011/12 Oversight Report still to be adopted by Council	31 March 2014							31 March 2014			Acknowledgements of receipt
Plan for the future	Review of Integrated Development Planning (IDP)	Approved 2014/15 IDP Review	2013/14 IDP Reviewed approved on the 31 May 2013	2014/15 IDP Reviewed approved on the 31 May 2014						Approval of 2014/15 IDP Review by 31 May			Council Resolution	



PLANNING & ECONOMIC DEVELOPMENT														
Strategic Objective	Programme	Institutional Indicator	2012/13 Status	Annual		Qtr Ending Sep/13		Qtr Ending Dec/13		Qtr Ending Mar/14		Qtr Ending Jun/14		Evidence Required
				Projected Target 13/14	Revised Target 2013/14	Projected Target	Actual	Projected Target	Actual	Projected Target	Actual	Projected Target	Actual	
										2014				
	Review of the SDBIP	Approved 2013/14 SDBIP	2013/14 SDBIP approved by the Mayor on the 27 July 2012	2013/14 SDBIP to be approved by the Mayor in July 2013		Approval of the 2013/14 SDBIP by the Mayor								Approval by the Mayor
	Public Participation	# Public participation meetings held per ward	18	18		9				9				Minutes and attendance register
Improve financial viability	Financial Reporting	# of MFMA S52 reports submitted to Council (Quarterly SDBIP Report)	4	4		1		1		1		1		Council Resolutions register
		# of MFMA S72 reports submitted to Council	1	1				1						Council Resolutions register
Promote and encourage sustainable economic development	Local Economic Development	# of initiatives to promote and market the municipality	2	2		2								Reports
		# of SMME Trained	80	100		50		50						Reports/Register
		# of new jobs created by the private sector	27	100		25		25		25		25		Reports/Register
		# of co-operatives established.	3	3		3								Reports/Register
Creation of Temporary jobs through CWP	Administration	# of jobs created	100	100		100								Employment contracts
Ensure good governance and effective & efficient public participation	Marketing and Branding	% of illegal advertising boards.	40%	100%		100%		100%		100%		100%		Photos and monthly reports



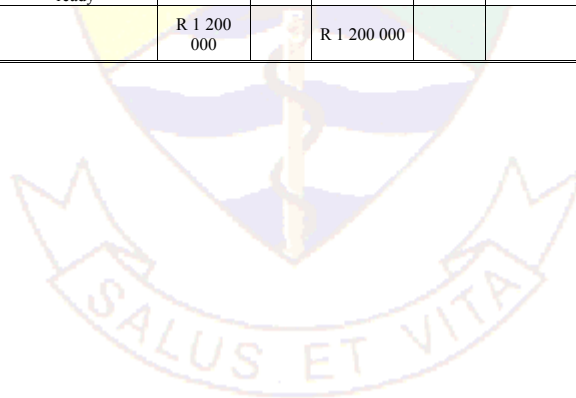
TECHNICAL SERVICES														
Strategic Objective	Programme	Institutional Indicator	2012/13 Status	Annual		Qtr Ending Sep/13		Qtr Ending Dec/13		Qtr Ending Mar/14		Qtr Ending Jun/14		Evidence Required
				Projected Target 13/14	Revised Target	Projected Target	Actual	Projected Target	Actual	Projected Target	Actual	Projected Target	Actual	
Development of infrastructure and provision of services	Water and Sanitation	# Monthly water samples taken for analysis	48 water samples are taken monthly for analysis	48 samples		12 samples		12 samples		12 samples		12 samples		Analysis Results/reports
		# of water - borne cases investigated/ total # of water - borne cases reported as %	100% of cases reported	100% of cases reported		100% of cases reported		100% of cases reported		100% of cases reported		100% of cases reported		Quarterly Reports
		# submission of water quality results to DWA blue drop system	12 monthly reports	3 monthly reports		3 monthly reports		3 monthly reports		3 monthly reports		3 monthly reports		Analysis Results/reports
	Water and Sanitation	# of Water interruptions attended within 48 hrs/ # of water interruptions reported as %	100% attendance within 48hrs	100% attendance within 48hrs		100% attendance within 48hrs		100% attendance within 48hrs		100% attendance within 48hrs		100% attendance within 48hrs		customer care reports
		# of new water connections installed within 14 days of application/# of applications received as %	100% installation within 14days	100% installation within 14days		100% installation within 14days		100% installation within 14days		100% installation within 14days		100% installation within 14days		Connections register
		# water pipe leaks/pipe breaks fixed within 48 hours of reporting/# water pipe leaks/pipe breaks reported as %	Fixed 100% of leaks within 48hrs of reporting	Fixed 100% of leaks within 48hrs of reporting		Fixed 100% of leaks within 48hrs of reporting		Fixed 100% of leaks within 48hrs of reporting		Fixed 100% of leaks within 48hrs of reporting		Fixed 100% of leaks within 48hrs of reporting		Customer care reports
		% maintenance budget for water spent within the township and CBD (reticulation) (R-value budget allocated for water maintenance / R-value water maintenance budget spent) (include minor infrastructure maintenance)	Spent 100% of the allocated budget	Spent 100% of the allocated budget		25%		50%		75%		100%		Financial report
		# of Waste water samples taken for analysis per quarter	12 samples	12 samples		3 samples		3 samples		3 samples		3 samples		Analysis Results/reports
	Water and Sanitation	# of new sewer connections installed within 14 working days/# of applications received as %	100% installation within 14days	100% installation within 14days		100% installation within 14days		100% installation within 14days		100% installation within 14days		100% installation within 14days		Customer care reports
		# of sewer lines replaced per annum/ # of request for sewer lines leakages as %	Fix 100% of leaks within 48hrs of reporting	Fix 100% of leaks within 48hrs of reporting		Fix 100% of leaks within 48hrs of reporting		Fix 100% of leaks within 48hrs of reporting		Fix 100% of leaks within 48hrs of reporting		Fix 100% of leaks within 48hrs of reporting		Connections register/customer care report
		# of sewer blockages attended to within 48 hours/ # of sewer blockages reported as %	Rid 100% of blockages within 48 hrs	Rid 100% of blockages within 48 hrs		Rid 100% of blockages within 48 hrs		Rid 100% of blockages within 48 hrs		Rid 100% of blockages within 48 hrs		Rid 100% of blockages within 48 hrs		Customer care reports
	Electricity	# of electricity meter replaced/ electricity meter against faulty meters	100% replacement as per the list from B&T	100% replacement as per the list from B&T		100% replacement as per the list from B&T		100% replacement as per the list from B&T		100% replacement as per the list from B&T		100% replacement as per the list from B&T		Customer care report
		# of new electricity connections installed within 14 days of application/# of	100% installation within 14days	100% installation		100% installation		100% installation		100% installation		100% installation		Monthly Reports



TECHNICAL SERVICES																
Strategic Objective	Programme	Institutional Indicator	2012/13 Status	Annual		Qtr Ending Sep/13		Qtr Ending Dec/13		Qtr Ending Mar/14		Qtr Ending Jun/14		Evidence Required		
				Projected Target 13/14	Revised Target	Projected Target	Actual	Projected Target	Actual	Projected Target	Actual	Projected Target	Actual			
		applications received as %		within 14days		within 14days		within 14days		within 14days		within 14days				
		R-value spent on maintenance of street lighting per annum / R-value budget for maintenance of street lighting as %	100%	100%		25%		50%		75%		100%		Financial Report		
Development of infrastructure and provision of services	Roads & storm-water	Km of regavelled roads done	1.5km	10 KM		2.5 KM		5 KM		7.5 KM		10 KM		Monthly Reports		
		Km of roads graded	20km	20 km		5km		10km		15km		20km		Monthly Reports		
		Km of streets cleaned	21.8km	20 km		5km		10km		15km		20km		Monthly Reports		
		Km of storm water channels cleaned	13.9km	14km				7km				14 km		Monthly Reports		
		m ² of pavement repaired	1000 m ²	1000 m ²		250 m ²		500 m ²		750 m ²		1000 m ²		Monthly Reports		
		% of potholes repaired per quarter	Repaired 100% of potholes identified	Repair 100% of potholes identified		Repair 100% of potholes identified		Repair 100% of potholes identified		Repair 100% of potholes identified		Repair 100% of potholes identified		Repair 100% of potholes identified		Quarterly Reports/register
		# of potholes reported by the community fixed within 7-days/ total # of potholes reported by the community as %	Repaired 100% of potholes reported within 7-days	Repair 100% of potholes reported within 7-days		Repair 100% of potholes reported within 7-days		Repair 100% of potholes reported within 7-days		Repair 100% of potholes reported within 7-days		Repair 100% of potholes reported within 7-days		Repair 100% of potholes reported within 7-days		Customer care reports/register
		# Speed humps constructed / speed humps requested as %	Constructed 100% of approved requested speed humps	Construct 100% of approved requested speed humps		Construct 100% of approved requested speed humps		Construct 100% of approved requested speed humps		Construct 100% of approved requested speed humps		Construct 100% of approved requested speed humps		Construct 100% of approved requested speed humps		Customer care report/ register
		R-value spent on maintenance of municipal buildings per annum / R-value budget for maintenance of municipal buildings as %	R150 000	R150 000		R37 500		R75 000		R112 500		R150 000		Customer care report/ register		
Ensure good governance and effective & efficient public participation	Auditing	% of AG audit qualifications raised during the audit related to department resolved	100%	100%		100%		100%		100%		100%		AG Report Action plan		
TECHNICAL SERVICES: PMU																
Strategic Objective	Project	Institutional Indicator	2012/13 Status	Annual		Qtr Ending Sep/13		Qtr Ending Dec/13		Qtr Ending Mar/14		Qtr Ending Jun/14		Evidence Required		
				Projected Target 13/14	Revised Target	Projected Target	Actual	Projected Target	Actual	Projected Target	Actual	Projected Target	Actual			
Development of infrastructure and provision of services	Drivers license Testing Ground	Completed Drivers License Testing ground	85% complete	100%		100%										
		Cash-flow projection	R 6 902 600	R 3 919 160		R 3 919 160										



TECHNICAL SERVICES														
Strategic Objective	Programme	Institutional Indicator	2012/13 Status	Annual		Qtr Ending Sep/13		Qtr Ending Dec/13		Qtr Ending Mar/14		Qtr Ending Jun/14		Evidence Required
				Projected Target 13/14	Revised Target	Projected Target	Actual	Projected Target	Actual	Projected Target	Actual	Projected Target	Actual	
	Road Paving Phase 3c	1.5 km paved roads	0	100%		20%		70%		100%				Completed paved road
		Cash-flow projection		R 2 822 440		R 500 000		R 1 911 220		R 2 822 440				
	Bulk Infrastructure X9	1 x 4MI reservoir 1 x high pressure tower	Designs complete Tender awarded	100%		25%		63%		100%				Completed reservoir and high pressure tower
		Cash-flow projection		R 8 606 000		R 2 151 500		R 5 378 750		R 8 606 000				
	Multi purpose centre X6	Community hall with outdoor multipurpose sport courts	0	30%		12%		12%		21%		30%		Plans and tender documents. Contractor on site
		Cash-flow projection		R 2 799 150		R 700 000		R 700 000		R 1 224 790		R 2 799 150		
	Resurface sport courts	2 x tennis courts, 1 x baseball court	Tender documents ready	100%		100%								Resurfaced courts
		Cash-flow projection		R 1 200 000		R 1 200 000								





EXECUTIVE COUNCIL AND OFFICE OF THE MUNICIPAL MANAGER – COMMUNICATIONS & PUBLIC PARTICIPATION														
Strategic Objective	Programme	Strategic Indicator	Status	Annual		Qtr Ending Sep/13		Qtr Ending Dec/13		Qtr Ending Mar/14		Qtr Ending Jun/14		Evidence Required
			2012/2013	Projected Target 13/14	Revised Target	Projected Target	Actual	Projected Target	Actual	Projected Target	Actual	Projected Target	Actual	
Plan for the future	Public Participation	# Public participation meetings held per ward	8 x Budget Consultation 9 Indigents registrations Interactions 7 x Support to Sector Dept.	20		5		5		5		5		Minutes and attendance register
Ensure good governance and effective & efficient public participation	Public Participation	# of local Imbizo's organised	0	4		1		1		1		1		Minutes
		# of advertisement for public participation issued two weeks before/# of public participation events as %	0	8		2		2		2		2		Monthly Report
		# of community members attended local izimbizo	0	2000		2000		2000		2000		2000		Minutes
		# ward committees established	8	9		9		9		9		9		Notices and contract of acceptance
		# of ward committee meeting per ward held.	12	12		3		3		3		3		Attendance register and minutes
		# ward committee members trained	72	90		25		25		20		20		Attendance registers
	Special Programmes	# of awareness workshops on substance abuse hosted	1x Social mobilization	4		1		1		1		1		Attendance Register
	Communication	#of newsletter compiled and distributed.	0	4000		1000		1000		1000				Good received voucher and copies of newsletter
		# media statements and commentary submitted to media houses before, during and after the event	16	04		04		04		04		16		Copies media statement and newspapers
		# of participation in LGCF,DGCF meetings	02	04		01		01		01		01		Attendance register and minutes
		% of Communication strategy reviewed	Reviewed	01		01		-		-		-		Document of the strategy
	Marketing and Branding	# of diaries distributed	100	500						500				Goods received notes and acknowledgement receipt
# of calendars distributed		300	500						500				Goods received notes	



BUDGET & TREASURY															
Strategic Objective	Programme	Institutional Indicator	Status/Baseline 2012/2013	Annual Projected Target 13/14	Revised Annual Target	Qtr Ending Sep/13		Qtr Ending Dec/13		Qtr Ending Mar/14		Qtr Ending Jun/14		Evidence Required	
						Project ed Target	Actual	Projecte d Target	Actual	Projecte d Target	Actual	Projecte d Target	Actual		
Promote the welfare of the community	Social Welfare	# of indigent receiving FBS/ Total # of indigents registered as %	5003	4023		1006		1006		1006		1006		Indigent report	
Improve financial viability	Financial Reporting	Financial statements for FY submitted to the Auditor-General by 31 August (as per MFMA)	Nov 2012	31 August 2013		31 August 2013								Acknowledgement of receipt signed by AG	
		Financial statements submitted to NERSA	Feb 2013	31 Oct 2013				31 Oct 2013						Courier slip	
		# of monthly finance management grant reports submitted by 10 working days after month end	12 monthly reports	12 monthly reports	12 monthly reports		3		3		3		3		E-mail send to NT
		# of monthly municipal infrastructure grants reports submitted by 10 working days after month end	12 monthly reports	12 monthly reports	12 monthly reports		3		3		3		3		E-mail send to NT
		# of monthly municipal systems improvement grants reports submitted by 10 working days after month end	12 monthly reports	12 monthly reports	12 monthly reports		3		3		3		3		E-mail send to NT
		Total # of monthly cash reconciliation reports done.	12 monthly reports	12 monthly reports	12 monthly reports		3		3		3		3		Signed bank reconciliations
		# of yearly SCM reports submitted to council	1	1	1		1								Council agenda
		# of quarterly SCM reports submitted to the Mayor	4	4	4		1		1		1		1		Quarterly reports
		# of monthly SCM reports submitted to national treasury	0	4	4		1		1		1		1		Monthly report
Improve financial viability	Financial Reporting	# of MFMA S66 reports submitted	12 monthly reports	12 monthly reports		3		3		3		3		Monthly report	
		# S71 reports submitted within 10 working days after month end	12 monthly reports	12 monthly reports		3		3		3		3		Monthly report	
	Budget Preparation	# Approved Budget tabled to Council	31 March 2013	March 2013						31 March 2013				Council agenda	
		# of Adjustment Budget tabled to Council	28 Feb 2013	Feb 2014						28 Feb 2014				Council agenda	
		# Budget tabled to Council	31 May 2013	May 2014						31 May 2014				Council agenda	
	Revenue Management	R-value annual revenue actually received for services	R165 267 202	R154 137 966		R38 534 491.5		R38 534 491.5		R38 534 491.5		R38 534 491.5		Monthly report	
		% actual income from property rates (R-value actual income billed for property rates / Total projected income for property rates)	R36 608 956.08	R42 550 050		R10 637 512.50		R10 637 512.50		R10 637 512.50		R10 637 512.50		Monthly report	
R-value Operating grants received		R50 601 000	R53 097 250		R23 800 000		R13 433 000		R15 864 000		n/a		monthly report		
R-value Total operating revenue		R240 360 717	R235 340		R58 35		R58 350		R58 350		R58 350		monthly report		



BUDGET & TREASURY														
Strategic Objective	Programme	Institutional Indicator	Status/Baseline 2012/2013	Annual Projected Target 13/14	Revised Annual Target	Qtr Ending Sep/13		Qtr Ending Dec/13		Qtr Ending Mar/14		Qtr Ending Jun/14		Evidence Required
						Project ed Target	Actual	Projecte d Target	Actual	Projecte d Target	Actual	Projecte d Target	Actual	
Improve financial viability		received		316		0 079		079		079		079		
		% of debt over 60 days	R7 315 924.90	R7 169 606.42		R1 792 402		R1 792 402		R1 792 402		R1 792 402		Monthly report
		% of Debt collected as a percentage of money owed to the municipality	80%	90%		90%		90%		90%		90%		Monthly report
		Average % payment rate for municipal area	80%	90%		90%		90%		90%		90%		Monthly report
	Expenditure Management	% Statutory payments made within prescribed timeframes	100%	100%		100%		100%		100%		100%		Salary reports and bank statement
		% of Creditors paid within 30 days	89%	100%		100%		100%		100%		100%		Creditors age analysis
		% of operational budget spent on repairs and maintenance	1.25%	3.36%		3.36%		3.36%		3.36%		3.36%		Monthly reports
		% of capital budget spent in terms of projected expenditure	75%	100%		100%		100%		100%		100%		Invoices
		% of salary transfers within determined time frames	100%	100%		100%		100%		100%		100%		Salary reports and bank statement
		% operating budget variance per department YTD in terms of projected quarterly expenditure	98%	100%		100%		100%		100%		100%		Monthly report
	Supply Chain Management	% quotations approved within required timeframe (# of quotations approved within timeframe/total # of quotations approved)	80%	100%		100%		100%		100%		100%		Quarterly reports
		% tenders awarded within 30 days of closure	80%	100%		100%		100%		100%		100%		Tender report
		# of annual invitation to service providers for registration on database by 30 July.	1	4		1		1		1		1		Advert
	Improve financial viability	Supply Chain Management	% of Bid Specification meetings attended (# of Bid Specification meeting attended/ total # of Bid Specification meeting invited)	100%	100%		100%		100%		100%		100%	
% bids opened on closing day and on time (# of bids opened on closing day and on time/ bids opened)			100%	100%		100%		100%		100%		100%		Tender register
Asset Management		% of assets insured as approved by the CFO (# of asset insured/ total # of asset registered as %)	100%	100%		100%		100%		100%		100%		Insurance policy/report
		# of times asset register is updated	4	4		1		1		1		1		Asset register
		% of claims received submitted to insurance broker within 7 days from receipt of all relevant documents (# of claims received submitted to insurance broker within 7 days from receipt of all	100%	100%		100%		100%		100%		100%		Quarterly report



BUDGET & TREASURY														
Strategic Objective	Programme	Institutional Indicator	Status/Baseline 2012/2013	Annual Projected Target 13/14	Revised Annual Target	Qtr Ending Sep/13		Qtr Ending Dec/13		Qtr Ending Mar/14		Qtr Ending Jun/14		Evidence Required
						Project ed Target	Actual	Projecte d Target	Actual	Projecte d Target	Actual	Projecte d Target	Actual	
		relevant documents/total # of claims received submitted to insurance broker as %)												
		# of yearly meetings held with insurance broker	2	3				1		1		1		Minutes
Improve financial viability	Asset Management	# claims submitted to broker / total # claims received as %	100%	100%		100%		100%		100%		100%		Letter from insurance
Ensure effective and efficient public participation	Auditing	% of AG audit qualifications raised during the audit related to department resolved	35%	100%		100%		100%		100%		100%		AG report
		% AG qualifications/queries resolved(audit recovery plan)	46%	100%		100%		100%		100%		100%		Audit Action Plan
		# of identified risks/mitigation implemented/ total # of identified risks/mitigation as %	75%	80%		80%		80%		80%		80%		Risk register



