

MASILONYANA LOCAL MUNICIPALITY



SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN

2010/2011 FINANCIAL YEAR



INTRODUCTION TO SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN FOR 2010/11

Section 69 of the Municipal Finance Management Act (MFMA) requires that a municipality prepares a **Service Delivery and Budget Implementation Plan (SDBIP)**. The SDBIP gives effect to the Integrated Development Plan (IDP) and the budget of the municipality. The budget gives effect to the strategic priorities of the municipality and is not a management or implementation plan. To implement the budget the SDBIP serves as an understanding between the administration, council and the community on how the implementation of the budget will give effect to the achievement of the goals and objectives set by the council to meet the needs of the community during the applicable financial year.

The three most important components of the SDBIP are:-

- Monthly projections of revenue to be collected from each source (to be compiled after approval of the budget);
- Monthly projections of operating and capital expenditure and revenue per vote (be compiled after approval of the budget); and
- Quarterly projections of service delivery targets and performance indicators for each vote.

The priorities set in the Free State Development Plan, as indicated below, were measured and aligned against the identified priorities of the IDP (detail of the alignment is set out in the IDP).

- Enhancing Economic Development and Job Creation.
- Providing and Facilitating Sustainable Infrastructure.
- Investing in the Development of People.
- Ensure a Safe and Secure Environment.
- Good/ Co-operative Governance with Sustainable use of Resources and the Environment.

The general key performance indicators, set out below, as regulated by the Municipal Systems Act were measured against the identified priorities of the IDP (detail of the alignment is set out in the IDP).

- Infrastructure and Service Delivery.
- Social and Economic Development.
- Institutional Transformation.
- Democracy and Governance.
- Financial Management.

The quarterly projections of service delivery targets and performance indicators are aligned with the strategic objectives of the Council as formulated in the IDP. The different budget votes are presented in the SDBIP according to the departments of the municipality.



BUDGETED PROJECTIONS OF REVENUE BY SOURCE AND EXPENDITURE BY TYPE

BUDGETED CAPITAL EXPENDITURE BY VOTE, STANDARD CLASSIFICATION AND FUNDING

BUDGETED CASHFLOW

2010/2011 FINANCIAL YEAR



FS181 Masilonyana - Table A4 Budgeted Financial Performance (revenue and expenditure)

Description	Ref	2006/7	2007/8	2008/9	Current Year 2009/10				2010/11 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2010/11	Budget Year +1 2011/12	Budget Year +2 2012/13
Revenue By Source											
Property rates	2	-	-	-	13,604	13,604	10,493	10,493	14,556	15,459	16,371
Property rates - penalties & collection charges											
Service charges - electricity revenue	2	-	-	-	17,704	17,704	20,730	20,730	26,633	32,468	39,583
Service charges - water revenue	2	-	-	-	16,456	16,458	14,958	14,958	14,375	15,266	16,166
Service charges - sanitation revenue	2	-	-	-	10,259	10,259	9,979	9,979	14,759	15,674	16,599
Service charges - refuse revenue	2	-	-	-	6,040	6,040	7,279	7,279	7,810	8,294	8,783
Service charges - other					349	281	1,948	1,948	392	417	441
Rental of facilities and equipment					99	99	166	166	189	201	213
Interest earned - external investments					18	18	0	0	21	22	23
Interest earned - outstanding debtors					2,394	2,394	2,802	2,802	2,998	3,184	3,372
Dividends received					21	21	10	10	26	28	29
Fines					198	65	64	64	100	107	113
Licences and permits											
Agency services											
Transfers recognised - operational					55,511	66,604	66,531	66,531	69,939	76,674	84,163
Other revenue	2	-	-	-	343	343	71	71	205	217	230
Gains on disposal of PPE											
Total Revenue (excluding capital transfers and contributions)					122,996	133,890	135,032	135,032	152,003	168,008	186,086
Expenditure By Type											
Employee related costs	2	-	-	-	38,226	40,056	38,226	38,226	41,588	44,166	46,772
Remuneration of councillors					4,454	4,454	4,454	4,454	4,544	4,826	5,110
Debt impairment	3	-	-	-	31,905	31,905	31,905	31,905	34,115	37,393	41,045
Depreciation & asset impairment	2	-	-	-	400	400	400	-	400	425	450
Finance charges					706	706	1,007	1,007	1,006	1,069	1,132
Bulk purchases	2	-	-	-	17,070	12,290	15,650	9,604	22,098	27,422	34,116
Other materials	8	-	-	-							
Contracted services					-	-	-	-	-	-	-
Transfers and grants					-	-	-	-	-	-	-
Other expenditure	4, 5	-	-	-	29,204	42,503	39,494	39,494	43,834	46,551	49,298
Loss on disposal of PPE											
Total Expenditure					121,965	132,314	131,135	124,690	147,584	161,851	177,922
Surplus/(Deficit)					1,031	1,576	3,897	10,342	4,418	6,157	8,164
Transfers recognised - capital					27,578	27,578	27,578	27,578	33,211	40,322	46,868
Contributions recognised - capital	6	-	-	-	-	-	-	-	-	-	-
Contributed assets											
Surplus/(Deficit) after capital transfers & contributions					28,609	29,154	31,475	37,920	37,629	46,479	55,032
Taxation											
Surplus/(Deficit) after taxation					28,609	29,154	31,475	37,920	37,629	46,479	55,032
Attributable to minorities											
Surplus/(Deficit) attributable to municipality					28,609	29,154	31,475	37,920	37,629	46,479	55,032
Share of surplus/ (deficit) of associate	7	-	-	-							
Surplus/(Deficit) for the year					28,609	29,154	31,475	37,920	37,629	46,479	55,032



FS181 Masilonyana - Table A5 Budgeted Capital Expenditure by vote, standard classification and funding

Vote Description	Ref	2006/7	2007/8	2008/9	Current Year 2009/10				2010/11 Medium Term Revenue & Expenditure Framework			
					Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2010/11
Capital expenditure - Vote	2											
Multi-year expenditure, to be appropriated												
Executive & Council		-	-	-	-	-	-	-	100	-	-	-
Finance & Admin		-	-	-	300	300	300	300	-	4,089	4,330	
Community Facilities		-	-	-	860	-	-	-	1,650	-	-	
Housing		-	-	-	-	-	-	-	-	-	-	
Public Safety		-	-	-	-	-	-	-	-	-	-	
Sports & Recreation		-	-	-	-	-	-	-	3,800	-	-	
Waste Management		-	-	-	-	-	-	-	2,100	-	-	
Waste Water Management		-	-	-	27,578	27,578	27,578	27,578	9,238	-	36,868	
Road Transport		-	-	-	-	-	-	-	12,591	10,000	10,000	
Water		-	-	-	-	-	-	-	7,582	30,322	-	
Electricity		-	-	-	-	-	-	-	-	-	-	
Example 12 - Vote12		-	-	-	-	-	-	-	-	-	-	
Example 13 - Vote13		-	-	-	-	-	-	-	-	-	-	
Example 14 - Vote14		-	-	-	-	-	-	-	-	-	-	
Example 15 - Vote15		-	-	-	-	-	-	-	-	-	-	
Capital multi-year expenditure sub-total	7				28,738	27,878	27,878	27,878	37,061	44,411	51,198	
Single-year expenditure, to be appropriated	2											
Executive & Council		-	-	-	-	-	-	-	-	-	-	
Finance & Admin		-	-	-	-	-	-	-	-	-	-	
Community Facilities		-	-	-	-	-	-	-	-	-	-	
Housing		-	-	-	-	-	-	-	-	-	-	
Public Safety		-	-	-	-	-	-	-	-	-	-	
Sports & Recreation		-	-	-	-	-	-	-	-	-	-	
Waste Management		-	-	-	-	-	-	-	-	-	-	
Waste Water Management		-	-	-	-	-	-	-	-	-	-	
Road Transport		-	-	-	-	-	-	-	-	-	-	
Water		-	-	-	-	-	-	-	-	-	-	
Electricity		-	-	-	-	-	-	-	-	-	-	
Example 12 - Vote12		-	-	-	-	-	-	-	-	-	-	
Example 13 - Vote13		-	-	-	-	-	-	-	-	-	-	
Example 14 - Vote14		-	-	-	-	-	-	-	-	-	-	
Example 15 - Vote15		-	-	-	-	-	-	-	-	-	-	
Capital single-year expenditure sub-total												
Total Capital Expenditure - Vote					28,738	27,878	27,878	27,878	37,061	44,411	51,198	
Capital Expenditure - Standard												
Governance and administration												
Executive and council		-	-	-	300	300	300	300	100	4,089	4,330	
Budget and treasury office		-	-	-	300	300	300	300	100	4,089	4,330	
Corporate services		-	-	-	-	-	-	-	-	-	-	
Community and public safety												
Community and social services		-	-	-	860	-	-	-	5,450	-	-	
Sport and recreation		-	-	-	-	-	-	-	1,650	-	-	
Public safety		-	-	-	-	-	-	-	3,800	-	-	
Housing		-	-	-	-	-	-	-	-	-	-	
Health		-	-	-	-	-	-	-	-	-	-	
Economic and environmental services												
Planning and development		-	-	-	-	-	-	-	12,591	10,000	10,000	
Road transport		-	-	-	-	-	-	-	12,591	10,000	10,000	
Environmental protection		-	-	-	-	-	-	-	-	-	-	
Trading services												
Electricity		-	-	-	27,578	27,578	27,578	27,578	18,920	30,322	36,868	
Water		-	-	-	-	-	-	-	7,582	30,322	-	
Waste water management		-	-	-	27,578	27,578	27,578	27,578	9,238	-	36,868	
Waste management		-	-	-	-	-	-	-	2,100	-	-	
Other												
Total Capital Expenditure - Standard	3				28,738	27,878	27,878	27,878	37,061	44,411	51,198	
Funded by:												
National Government		-	-	-	22,578	22,578	22,578	22,578	25,211	30,322	36,868	
Provincial Government		-	-	-	5,000	5,000	5,000	5,000	8,000	10,000	10,000	
District Municipality		-	-	-	-	-	-	-	-	-	-	
Other transfers and grants		-	-	-	-	-	-	-	-	-	-	
Transfers recognised - capital	4				27,578	27,578	27,578	27,578	33,211	40,322	46,868	
Public contributions & donations	5											
Borrowing	6											
Internally generated funds					1,160	300	300	300	3,850	4,089	4,330	
Total Capital Funding	7				28,738	27,878	27,878	27,878	37,061	44,411	51,198	



FS181 Masilonyana - Table A7 Budgeted Cash Flows

Description	Ref	2006/7	2007/8	2008/9	Current Year 2009/10				2010/11 Medium Term Revenue & Expenditure Framework		
		Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Pre-audit outcome	Budget Year 2010/11	Budget Year +1 2011/12	Budget Year +2 2012/13
CASH FLOW FROM OPERATING ACTIVITIES											
Receipts											
Ratepayers and other					64,853	64,853	65,689	65,689	79,019	88,101	98,499
Government - operating	1				66,604	66,604	66,531	66,531	69,939	76,674	84,163
Government - capital	1				27,578	27,578	27,578	27,578	33,211	40,322	46,868
Interest					2,433	2,433	2,812	2,812	3,044	3,233	3,424
Dividends											
Payments											
Suppliers and employees					(130,884)	(130,884)	(129,404)	(129,404)	(145,628)	(159,774)	(175,722)
Finance charges					(706)	(706)	(1,007)	(1,007)	(1,006)	(1,069)	(1,132)
Transfers and Grants	1										
NET CASH FROM/(USED) OPERATING ACTIVITIES		-	-	-	29,878	29,878	32,199	32,199	38,579	47,488	56,101
CASH FLOWS FROM INVESTING ACTIVITIES											
Receipts											
Proceeds on disposal of PPE											
Decrease (Increase) in non-current debtors											
Decrease (Increase) other non-current receivables											
Decrease (Increase) in non-current investments											
Payments											
Capital assets					(28,738)	(28,738)	(27,878)	(27,878)	(37,061)	(44,411)	(51,198)
NET CASH FROM/(USED) INVESTING ACTIVITIES		-	-	-	(28,738)	(28,738)	(27,878)	(27,878)	(37,061)	(44,411)	(51,198)
CASH FLOWS FROM FINANCING ACTIVITIES											
Receipts											
Short term loans											
Borrowing long term/refinancing											
Increase (decrease) in consumer deposits											
Payments											
Repayment of borrowing											
NET CASH FROM/(USED) FINANCING ACTIVITIES		-	-	-	-	-	-	-	-	-	-
NET INCREASE/ (DECREASE) IN CASH HELD		-	-	-	1,140	1,140	4,321	4,321	1,518	3,077	4,903
Cash/cash equivalents at the year begin:	2				(5,226)	(5,226)	(5,226)	(5,226)	(905)	613	3,691
Cash/cash equivalents at the year end:	2				(4,085)	(4,085)	(905)	(905)	613	3,691	8,593



OFFICE OF THE MUNICIPAL MANAGER

QUARTERLY PROJECTIONS OF SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS FOR EACH VOTE

2010/2011 FINANCIAL YEAR



Vote Description: Municipal Manager

Manager Responsible for Vote: Mpakane Mohanoe

Included under Department: Council

Aligned with KEY FOCUS AREA or IDP OBJECTIVE	KEY PERFORMANCE AREA OF VOTE	KEY PERFORMANCE INDICATOR (Unit of measurement)	KEY PERFORMANCE TARGET (number of units)				
			Annual Target	Q1 Target	Q2 Target	Q3 Target	Q4 Target
Good/ Co-operative Governance with sustainable use of Resources and the Environment Democracy and Governance	To establish an effective, efficient and performance driven administration that is managed in accordance with Municipal, systems, Structures and Finance Management Acts and other legislation to ensure implementation of the IDP	Balanced Scorecard implemented	To achieve the performance measures contained in the Balanced Scorecard	30 Sep 10	31 Dec 10	31 Mar 11	30 Jun 11
	Resources Management	Risk management and fraud prevention plan approved and implemented	100% implemented		Plan approved	50%	100%
	Resources Management	Audit Unit and Audit Committee established and functioning	30 Jun 11			Audit Unit and Committee established	Audit Unit and Committee functioning
	Organisational Management	Organisational Structure reviewed & approved by Council	30 Sep 10	30 Sep 10			
	Performance Management	PMS developed, approved and implemented	30 Jun 11		PMS developed	PMS approved	PMS implemented
	Organisational Management	Delegations and authorisation frameworks/ systems operational	30 Jun 11			Frameworks / system approved	Frameworks/ system operational
	Strategic Management	SDBIP developed and implemented	To achieve the SDBIP targets	30 Sep 10	31 Dec 10	31 Mar 10	30 Jun 10



Vote Description: Municipal Manager

Manager Responsible for Vote: Mpakane Mohanoe

Included under Department: Council

Aligned with KEY FOCUS AREA or IDP OBJECTIVE	KEY PERFORMANCE AREA OF VOTE	KEY PERFORMANCE INDICATOR (Unit of measurement)	KEY PERFORMANCE TARGET (number of units)				
			Annual Target	Q1 Target	Q2 Target	Q3 Target	Q4 Target
Good/ Co-operative Governance with sustainable use of Resources and the Environment	Strategic Communication	Stakeholder forums established and fully operational	30 Jun 11		Stakeholder forums established		Forums fully operational
	People Development	Workplace Skills Plan and Personal Development Plans	Plan & strategy developed & implemented	Plan and strategy developed			Plan and Strategy implemented
Democracy and Governance	Employment Equity and Job Creation	Employment Equity Plan and Strategy	Plan & strategy developed & implemented	Plan and strategy developed			Plan and Strategy implemented
	Financial Management	Revenue Collection	20% increase in collection from 60% to 80%	45%	49%	60%	80%
	Financial Management	100% Expenditure of Annual Budget	100% Expenditure	25%	50%	75%	100%
	Financial Management	MFMA compliance according to National Treasury timeframes	100% compliance	100%	100%	100%	100%
	Financial Management	Approved Operating and Capital budgets for 2011/2012	Adherence to budget time-table	Adherence to budget time-table	Adherence to budget time-table	Adherence to budget time table	Adherence to budget time-table



DEPARTMENT FINANCIAL SERVICES

QUARTERLY PROJECTIONS OF SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS FOR EACH VOTE

2010/2011 FINANCIAL YEAR



Vote Description: Finance

Manager Responsible for Vote: Itumeleng Tlatsi

Included under Department: Finance

Aligned with KEY FOCUS AREA or IDP OBJECTIVE	KEY PERFORMANCE AREA OF VOTE	KEY PERFORMANCE INDICATOR (Unit of measurement)	KEY PERFORMANCE TARGET (number of units)				
			Annual Target	Q1 Target	Q2 Target	Q3 Target	Q4 Target
Prudent financial management practices implemented in terms of the MFMA	Compilation of GRAP compliant Annual Financial Statements	Submission to the Office of the Auditor General and to Treasury by 31 August 2010	100%	100%			
	Implementation of the new financial management system	GRAP compliant FMS	100%	25%	25%	50%	100%
	Develop, review and implementation of major financial management policies	Various policies, in compliance with relevant legislative framework, must be adopted by Council and be implemented accordingly	100%	25%	50%	75%	100%
	Effective system of expenditure control is maintained	Expenditure management is as dictated in the MFMA	100%	100%	100%	100%	100%
	Effective revenue management	<ul style="list-style-type: none"> ▪ Existing accounts screened and rectified (data cleansing/purification) ▪ Improvement in collection rate on current billing ▪ Improved collection on arrear accounts ▪ Accurate meter reading ▪ Distribution of monthly levies on time ▪ Timely allocation / processing of all direct deposits 	100%	30%	50%	70%	100%
			60% - 80%	45%	49%	60%	80%
50%			30%	40%	50%	50%	
100%			100%	100%	100%	100%	
100%			100%	100%	100%	100%	



		▪ Development and implementation of proper internal controls in respect of daily cash ups	100%	100%	100%	100%	100%
	Compilation of the Adjustment Budget	As per MFMA requirements	100%			100%	
	Compilation of the Annual Budget	A budget schedule in a prescribed format with relevant supporting documentation	100%			100%	100%
	Implementation of the Supply Management Policy	Supply Management Policy must comply with the prescribed framework and have a functional unit	100%	100%			
	Implement a GRAP compliant asset register	GRAP compliant asset register which is inclusive of all municipal assets	100%	100%	100%	100%	100%
	Compilation of monthly reconciliations	Monthly compilation and review of reconciliations	100%	100%	100%	100%	100%
	Compilation of monthly departmental reports	Timeous submission of departmental monthly reports	100%	100%	100%	100%	100%
	Compliance reporting	Timeous submission of Section 71 and Quarterly Reports to National Treasury	100%	100%	100%	100%	100%
	Clearing of suspense accounts	Timeous clearing of all suspense accounts	100%	100%	100%	100%	100%



DEPARTMENT SOCIAL AND COMMUNITY SERVICES

QUARTERLY PROJECTIONS OF SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS FOR EACH VOTE

2010/2011 FINANCIAL YEAR



Vote Description: Cemeteries Manager responsible for Vote: M.E Maphobole

Included under Department: Social and Community Services

Aligned with KEY FOCUS AREA or IDP OBJECTIVE	KEY PERFORMANCE AREA OF VOTE	KEY PERFORMANCE INDICATOR (Unit of measurement)	KEY PERFORMANCE TARGET (number of units)				
			Annual Target	Q1 Target	Q2 Target	Q3 Target	Q4 Target
Providing and Facilitating Sustainable Infrastructure and Service Delivery	To deliver an effective maintenance service in all Masilonyana Units	To ensure opening of graves for burials every week and cleaning of cemeteries	As per number of burials per town. Cleansing	12 weeks All units	12 weeks	12 weeks	12 weeks
	Repair and maintenance of equipment	To ensure that all equipment used that broke down be repaired (brush cutters & Compressor)	R20 000	R5 000	R10 000	R5 000	
	Grounds and gardens	To ensure that fences be repaired where there are still fences – Theunissen, Brandfort, Tshepong and Ikgomotseng	R20 000	R5 000	R5 000	R5 000	R5 000
	Chemicals	To purchase chemicals to combat weeds. Weed killer.	All active cemeteries		R52 000		
	Furniture & Equipment	Brush Cutters & Lawn mowers at all units	R60 000		R20 000	R20 000	R20 000
	Grave numbers	To purchase building sand, cement to make grave numbers at all units.	R8 000			R8 000	
	Rent Plant and Equipment	To dig graves at all units when equipment from Municipality not available	R33 600	R3 600	R10 000	R10 000	R10 000
		Capital Projects – Fencing Own funding	Vaalkoppie- R500 000 Makeleketla			R200 000	R300 000



			New cemetery- R500 000 Majwemasweu		R200 000	R300 000	
		New cemeteries – Masilo Makeleketla Planning and registering & Appointment consultants	R650 000		R150 000	R300 000	R200 000



Vote Description: Parks & Recreation Manager responsible for Vote: M.E Maphobole

Included under Department: Social and Community Services

Aligned with KEY FOCUS AREA or IDP OBJECTIVE	KEY PERFORMANCE AREA OF VOTE	KEY PERFORMANCE INDICATOR (Unit of measurement)	KEY PERFORMANCE TARGET (number of units)				
			Annual Target	Q1 Target	Q2 Target	Q3 Target	Q4 Target
Providing and Facilitating Sustainable Infrastructure and Service Delivery	To ensure an effective maintenance in all parks and open spaces in all units	To deliver an effective service	All parks and public places	All units	All units	All units	All units
	REPAIR AND MAINTENANCE Buildings	To ensure that building maintenance be done on a regular basis	R15 000 All units	R3 500	R3 500	R4 000	R4 000
	Grounds and Gardens	Repairs of fencing around facilities	R10 000 All units	R2 000	R2 500	R3 500	R2 000
	Plant & Equipment	Repair of equipment Brush cutters & mowers	R26 000 All units	R5 000	R8 000	R7 000	R6 000
	GENERAL EXPENDITURE Chemicals	Purchase of chemicals to combat weeds in parks, on pavements and recreation facilities	All units R41 000		R41 000		
	Material and consumables	Cleaning material for facilities	All units R21 000		R10 000		R11 000
	Furniture & Equipment	Purchasing Lawn mower Brush cutters Spades, Rakes generator	R84 000 Winburg soccer fields All units All units		R35 000	R36 000	R13 000



Vote Description: Refuse Services Manager responsible for Vote: M.E Maphobole Included under Department: Social and Community Services

Aligned with KEY FOCUS AREA or IDP OBJECTIVE	KEY PERFORMANCE AREA OF VOTE	KEY PERFORMANCE INDICATOR (Unit of measurement)	KEY PERFORMANCE TARGET (number of units)				
			Annual Target	Q1 Target	Q2 Target	Q3 Target	Q4 Target
Providing a service that is in line with the Bathos Pele Principles	To deliver an effective refuse service to the Community	Refuse service in all units	As per service delivery plan	As per plan	As per plan	As per plan	As per plan
	REPAIR & MAINTENANCE Landfill Sites	Repair and Maintain Landfill sites Repair fences Landfill notice boards	R55 000 All units		R20 000	R20 000	R15 000
	GENERAL EXPENDITURE						
	Furniture & Equipment	Purchase of refuse bins Purchase landfill notice boards	All units R167 000	R31 750 R10 000	R31 750 R10 000	R31 750 R10 000	R31 750 R10 000
	Rent Plant & Equipment	Rent earth removing equipment to level heaps on landfill sites	All units R150 000		R50 000	R50 000	R50 000
	CAPITAL PROJECTS Own Funding	Fencing and registering of Landfill sites	All units R1 000 000			R1 000 000	
	Capital Projects Own Funding	To purchase refuse vehicles for service rendering	In units where there is a need R1 100 000		R1 100 000		



Vote Description: Town Hall & Offices Manager responsible for Vote: M.E Maphobole

Included under Department: Social and Community Services

Aligned with KEY FOCUS AREA or IDP OBJECTIVE	KEY PERFORMANCE AREA OF VOTE	KEY PERFORMANCE INDICATOR (Unit of measurement)	KEY PERFORMANCE TARGET (number of units)				
			Annual Target	Q1 Target	Q2 Target	Q3 Target	Q4 Target
Providing and Facilitating Sustainable Infrastructure and Service Delivery	To ensure effective maintenance of Council Buildings	Maintenance of halls and offices	All units	All units	All units	All units	All units
	Repairs and maintenance						
	Buildings	Maintenance of Council Buildings Renovation Majwemasweu Community Hall	R136 000	R9 000	R9 000 R50 000	R9 000 R25 000	R9 000 R25 000
	Plant & Equipment	Repairs polishers & aircon	R8 000		R4 000		R4 000
	General Expenditure						
	Material & Consumable	Cleaning material- Maintenance	R40 000	R20 000	R20 000		
	Uniforms	Protective clothing	R28 512			R28 512	
	Furniture & Equipment	Purchasing furniture Steel tables 50 150 chairs Vacuum cleaner & aircon	R58 500		R24 500	R18 000	R16 000



Vote Description: Libraries Manager responsible for Vote: M.E Maphobole Included under Department: Social and Community Services

Aligned with KEY FOCUS AREA or IDP OBJECTIVE	KEY PERFORMANCE AREA OF VOTE	KEY PERFORMANCE INDICATOR (Unit of measurement)	KEY PERFORMANCE TARGET (number of units)				
			Annual Target	Q1 Target	Q2 Target	Q3 Target	Q4 Target
Development and Uplifting of People			Annual Target	Q1 Target	Q2 Target	Q3 Target	Q4 Target
	To ensure the Community have access to information	Enhancement of people	All units except Ikgomotseng	All units	All units	All units	All units
	Stationery	Stationery for libraries at All units	R5 000		R 5 000		
	Materials & Consumables	Cleaning of libraries at all the libraries	R10 000		R5 000	R5 000	

Vote Description: Social & Community Services Manager responsible for Vote: M.E Maphobole Included under Department: Social and Community Services

Aligned with KEY FOCUS AREA or IDP OBJECTIVE	KEY PERFORMANCE AREA OF VOTE	KEY PERFORMANCE INDICATOR (Unit of measurement)	KEY PERFORMANCE TARGET (number of units)				
			Annual Target	Q1 Target	Q2 Target	Q3 Target	Q4 Target
Good Community Services Administration with sustainable use of resources			Annual Target	Q1 Target	Q2 Target	Q3 Target	Q4 Target
	To establish an effective, efficient and performance driven administration	Administering the department	All units	All units	All units	All units	All units
	General expenditure						
	Stationery	To keep the Administration functioning	R16 000		R16 000		
	Material & consumables	Cleaning material for Municipal buildings	R40 000	R20 000	R10 000	R10 000	
	Seminars	To attend workshops	R7 300	R1 825	R1 825	R1 825	R1 825
	Consultant fees	Appointment of consultants when needed. Not necessary with projects	R60 000.		R20 000	R20 000	R20 000



Vote Description: Housing **Manager responsible for Vote:** M.E Maphobole **Included under Department:** Social and Community Services

Aligned with KEY FOCUS AREA or IDP OBJECTIVE	KEY PERFORMANCE AREA OF VOTE	KEY PERFORMANCE INDICATOR (Unit of measurement)	KEY PERFORMANCE TARGET (number of units)				
			Annual Target	Q1 Target	Q2 Target	Q3 Target	Q4 Target
Providing and Facilitating Sustainable Housing	To ensure an effective maintenance of housing in all Masilonyana Units	Maintenance of all Municipal housing	All Units	All units	All units	All Unit	All units
	Repair and maintenance						
	Buildings	Maintenance of Council Buildings	R20 000	R5 000	R10 000	R5 000	
	General Expenditure						
	Postage	To ensure that letters are posted all units	R3 680	R 20	R920	R920	R920
	Training	To ensure that all housing officials are been trained	R7 632	R1 908	R1 908	R1 908	R1 908

Vote Description: Properties **Manager responsible for Vote:** M.E Maphobole **Included under Department:** Social and Community Services

Aligned with KEY FOCUS AREA or IDP OBJECTIVE	KEY PERFORMANCE AREA OF VOTE	KEY PERFORMANCE INDICATOR (Unit of measurement)	KEY PERFORMANCE TARGET (number of units)				
			Annual Target	Q1 Target	Q2 Target	Q3 Target	Q4 Target
Providing and facilitating Sustainable Infrastructure and service delivery	To ensure effective maintenance of all buildings	Maintenance of buildings in terms of maintenance	All units	All units	All units	All units	All units
	Repair and maintenance						
	Buildings	To ensure that all Council building are maintained on regular basis	All Units				
	General Expenditure						
	Furniture & Equipment	Purchasing Furniture for Verkeerdevlei offices	R249 000	R62 250	R62 250	R62 250	R62 250



Vote Description: Traffic

Manager responsible for Vote: M.E Maphobole

Included under Department: Social and Community Services

Aligned with KEY FOCUS AREA or IDP OBJECTIVE	KEY PERFORMANCE AREA OF VOTE	KEY PERFORMANCE INDICATOR (Unit of measurement)	KEY PERFORMANCE TARGET (number of units)				
			Annual Target	Q1 Target	Q2 Target	Q3 Target	Q4 Target
Providing and Facilitating Sustainable safety and service Delivery	Repairs and Maintenance						
	Plant & Equipment		R3 000			R3 000	
	Road signs & plant	Ensure that all roads and signs are maintained	R15 000	R 3 750	R 3 750	R3 750	R3 750
	Vehicle	To ensure that the vehicles are serviced properly	R12 000	R3 000	R3 000	R3 000	R3 000
	General Expenditure						
	Stationary Costs		R4 000		R4 000		
	Uniforms		R7 000		R7 000		



DEPARTMENT CORPORATE SERVICES

QUARTERLY PROJECTIONS OF SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS FOR EACH VOTE

2010/2011 FINANCIAL YEAR



Vote Description: Administration Manager responsible for Vote: Mr. S.J. Lehloeny Included under Department: Corporate Services

Aligned with KEY FOCUS AREA or IDP OBJECTIVE	KEY PERFORMANCE AREA OF VOTE	KEY PERFORMANCE INDICATOR (Unit of measurement)	KEY PERFORMANCE TARGET (number of units)				
			Annual Target	Q1 Target	Q2 Target	Q3 Target	Q4 Target
Good/ Co-operative Governance with sustainable use of Resources and the Environment Democracy and Governance	To establish an effective, efficient and performance driven administration that is managed in accordance with Municipal, systems, Structures and Finance Management Acts and other legislation to ensure implementation of the IDP	Balanced Scorecard implemented	To achieve the performance measures contained in the Balanced Scorecard	30 Sep 2010	31 Dec 2010	31 Mar 2011	30 Jun 2011
	Council Meetings	6 Council meetings	6 Council meetings	2	1	1	2
	Executive Committee Meetings	6 Exco meetings	6 Exco meetings	2	1	1	2



Vote Description: Human Resources Manager responsible for Vote: Mr. S.J. Lehloeny Included under Department: Corporate Services

Aligned with KEY FOCUS AREA or IDP OBJECTIVE	KEY PERFORMANCE AREA OF VOTE	KEY PERFORMANCE INDICATOR (Unit of measurement)	KEY PERFORMANCE TARGET (number of units)				
			Annual Target	Q1 Target	Q2 Target	Q3 Target	Q4 Target
	Review of the Organisational Structure	Organisational Structure reviewed & approved by Council	30 August 2010	30 August 2010			
	Implementation of staff and organisational PMS	PMS developed, approved and implemented	31 December 2010	30 August 2010 for the public participation process to be finalised	30 October 2010 for the training of staff	30 November 2010 installation of the software	
	Review of HR policies	HR policies to be reviewed, approved by Council and implemented	8 policies	3 policies	2 policies	2 policies	2 policies
	Employment Equity Plan	Employment Equity Plan approved by Council					
	Employment Equity Reports	Number of Reports submitted to Council	30 November 2010		30 November 2010		
	Skills Development Plan	Skills Development Plan approved by Council	30 August 2010				
	Skills Training Plan	Number of Training programmes	6	2	2	1	1
	Local Labour Forum Meetings	Number of Meetings	8	2	2	2	2
	Education ABET	Number of Employees					
	Health & Safety Programme	Number of Awareness Meetings	4	1	1	1	1
	Gender Equity Policy	Policy approved by Council	1 policy			1	
	HIV & Aids Policy	Policy approved by Council	1 policy			1	



	HIV & Aids Awareness	Policy approved by Council	1 policy			1	
	People Development	Workplace Skills Plan and Personal Development Plans	Plan & strategy developed & implemented	Plan and strategy developed			Plan and Strategy implemented
	Employment Equity and Job Creation	Employment Equity Plan and Strategy	Plan & strategy developed & implemented	Plan and strategy developed			Plan and Strategy implemented

Vote Description: Legal Services **Manager responsible for Vote:** Mr. S.J. Lehloeny **Included under Department:** Corporate Services

Aligned with KEY FOCUS AREA or IDP OBJECTIVE	KEY PERFORMANCE AREA OF VOTE	KEY PERFORMANCE INDICATOR (Unit of measurement)	KEY PERFORMANCE TARGET (number of units)				
			Annual Target	Q1 Target	Q2 Target	Q3 Target	Q4 Target
	Review of by-laws	By-laws reviewed, approved, gazetted and implemented.	4	1	1	1	1
	Legal cases	Finalisation of the outstanding legal cases	10	3	2	2	3
	To establish an effective, efficient and performance driven administration that is managed in accordance with relevant pieces of legislation and other related matter	Establishment of a records management unit and restricting an incorporation of current registry into records management unit within the division of Admin & Support Services	It be done on continuous basis	Continuous	Continuous	Continuous	Continuous



DEPARTMENT INFRASTRUCTURE

QUARTERLY PROJECTIONS OF SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS FOR EACH VOTE

2010/2011 FINANCIAL YEAR



Vote Description: Infrastructure Manager responsible for Vote: Mr. L.M. Maja Included under Department: Infrastructure

Aligned with KEY FOCUS AREA or IDP OBJECTIVE	KEY PERFORMANCE AREA OF VOTE	KEY PERFORMANCE INDICATOR (Unit of measurement)	KEY PERFORMANCE TARGET (number of units)				
			Annual Target	Q1 Target	Q2 Target	Q3 Target	Q4 Target
1.1 Access to water	1.1.1 Brandfort water treatment works	Functional water treatment works producing quality potable water	R6,169,879.79	R2,600,000	R2,770,000	R799,879.7	
	1.1.2 Winburg Asbestos pipes replacement	Replaced asbestos water pipe network	R3,314,856.50	R3,089,694.10	R225,162.43		
	1.1.3 Winburg Isolation vales	Water network with functional isolation valves	R4,310,566.24	R2,542,342.04	R1,226,854.50	R541,369.7	
1.2 Access to Sanitation	1.2.1 Winburg Waste Water Treatment Works	Final planning and designs of the WWTW to be upgraded	R12,000,000				
	1.2.2 Theunissen Eradication of 2265 toilets	2265 Flushing toilets	R3,428,014.50	R1,300,000.00	R1,828,014.5	R300,000	
	1.2.3 Soutpan Eradication of 400 toilets	400 Flushing toilets	R2,039,368.13	R900,000.00	R1,139,368.10		
	1.2.2 Soutpan upgrading of sewer ponds, effluent disposal and sewer collector mains	Functional sewer system					
1.3 Access to Electricity	1.3.1 Highmast lights	Completed high mast lights					



1.4 Access to municipal roads	1.4.1 Theunissen bus route	Complete 5 km surfaced road	R4,078,947.4	R4,078,947.4			
	1.4.2 Winburg upgrading of gravel roads to surface	Complete surfaced roads	R1,260,562.75	R378,168.79	R378,168.79	R378,168.79	R378,168.79
	1.4.3 Verkeerdevlei and Soutpan roads and storm water drainage	8,7 surfaced roads and storm water drainage	R8,000,000		R1,000,000	R2,000,000	R5,000,000
1.5 Storm water management							
	1.6.1 Winburg upgrading of storm water	Functional storm water drainage	R3,188,007	R1,250,000	R1,050,000.0	R888,007.0	
1.6 Community hall and sports facilities	Soutpan community hall	Complete community hall	R1,500,000		R700,000	R500,000	R300,000
	Brandfort sports facility	Complete sports facility					