

PURPOSE

To present and/or table the Matjhabeng Local Municipality's Service Delivery and Budget Implementation Plan (SDBIP) for the Financial Year 2010 – 2011 for approval by the Honourable Executive Mayor

BACKGROUND

This master plan incorporates the Integrated Development Plan (IDP), municipal budget for the Financial Year 2010 -2011, and Performance Management System (PMS) objectives in the form of service delivery targets and other indicators.

The SDBIP is a detailed plan approved by the Executive Mayor in terms of the MFMA No 56 of 2003 in-as-much-as it is a management and monitoring tool that seeks to give meaningful expression of the municipal IDP and budget.

A series of reporting requirements are outlined in the Municipal Finance Management Act (MFMA) No 56 of 2003.

The Accounting Officer is expected to present to the Executive Mayor monthly SDBIP reports which culminate into quarterly reports.

Section 52 (d) of the aforesaid MFMA compels the Executive Mayor to submit to Council a report on the implementation of the budget and financial affairs of the municipality within thirty days of the end of the quarter.

Section 53 (3) (a), amongst others, compels the Executive Mayor to ensure publication of the municipality's approved SDBIP fourteen days after approval

The quarterly performance projects captured in this reports arise out of the monthly SDBIP reports, and form the basis for the performance management of the administration, and Council's monitoring of its administration's performance.

Section 72 (1) of the MFMA outlines the requirements for mid-year reporting. The Accounting Officer is expected by the 25th January of each year to assess the performance of the municipality during the first half of the year, taking into account into:

monthly statements referred to in Section 71 for the first half of the year

the municipality's service delivery targets and performance indicators as set out in the SDBIP

and the past year's annual report, and progress on resolving problems identified in the annual report

FINANCIAL IMPLICATIONS

The municipal budget as approved by Council on Monday 31 may 2010

POLICY FRAMEWORK

To comply with some provisions of:

- # MFMA No 56 of 2003
- # Municipal Systems Act No 32 of 2000
- # Municipal Planning and Performance Regulations
- # Circular No 13 of MFMA No 56 of 2003, and
- # Local Government Turn-Around Strategy

RECOMMENDATIONS

- (i) That Executive Mayor approves the SDBIP as presented
- (ii) That the approved SDBIP should form the basis for cascading performance management system in the first three levels of the administrative wing of the municipality (that is, Sections 57 and 56 employees; senior managers; and managers) for the Financial Year 2010 – 2011
- (iii) That once approved, the SDBIP should be publicised as required by law

APPROVAL

Approved by the Honourable Executive Mayor:.....

Date:.....

A38/2010

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN FOR THE 2010/11 FINANCIAL YEAR (6/18/1) (MM)

PURPOSE

To present to Council the Service Delivery and Budget Implementation Plan (SDBIP) for information.

DISCUSSIONS

The Executive Mayor presented the item to Council.

COUNCIL RESOLVED (29 JUNE 2010)

That Council **TAKES NOTE** of the Service Delivery and Budget Implementation Plan (SDBIP).

OBJECTIVE DIRECTORATE/DEPARTMENT /BRANCH/DIVISION	INDICATOR	PROGRAMME/PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET R	QUARTER 1 30 SEP 10	ACTUAL FOR Q 1	QUARTER 2 31 DEC 10	ACTUAL FOR Q 2	QUARTER 3 31 MAR 11	ACTUAL FOR Q 3	QUARTER 4 30 JUN 11	ACTUAL FOR Q 4
	providers.												
	Presenting induction programmes to newly appointed employees of the Matjhabeng Local Municipality.		Learner statistics (Reported by means of a monthly report).										
	Administration of employee and learner database.												
	Facilitation and support to line management with regard to training and development												
HUMAN RESOURCE (Branch Personnel)													
To manage the recruitment, selection, promotion and placement policies and processes in the Matjhabeng Local Municipality	Increasing the number of people from designated groups appointed	Implementation of the Employment Equity Plan	70% of staff employed in the three highest levels of management who are Black people (African, Indian, Coloured).			70%		70%		70%		70%	
			50% of staff employed in the			50%		50%		50%		50%	

OBJECTIVE DIRECTORATE/DEPARTMENT /BRANCH/DIVISION	INDICATOR	PROGRAMME/PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET R	QUARTER 1 30 SEP 10	ACTUAL FOR Q 1	QUARTER 2 31 DEC 10	ACTUAL FOR Q 2	QUARTER 3 31 MAR 11	ACTUAL FOR Q 3	QUARTER 4 30 JUN 11	ACTUAL FOR Q 4
			three highest levels of management who are women.										
			2 % of staff employed in different categories and levels which are people with disabilities.			2%		2%		2%		2%	
			50% of staff employed in different categories and levels which are black people			50%		50%		50%		50%	
To manage the employee data and information of all Matjhabeng Local Municipality employees	Filing of 100% of documentation received per month within 2 weeks after receipt.	Developing an effective record system for all the MLM employees	100% of documentation filed within 2 weeks.			100%		100%		100%		100%	
	Submitting quarterly reports on employee absenteeism, appointments, terminations, retirements.	Capturing statistical data with regard to absenteeism	4			1%		1%		1%		1%	

OBJECTIVE DIRECTORATE/DEPARTMENT /BRANCH/DIVISION	INDICATOR	PROGRAMME/PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET R	QUARTER 1 30 SEP 10	ACTUAL FOR Q 1	QUARTER 2 31 DEC 10	ACTUAL FOR Q 2	QUARTER 3 31 MAR 11	ACTUAL FOR Q 3	QUARTER 4 30 JUN 11	ACTUAL FOR Q 4
	Capturing 100% of approved leave of all employees within 2 weeks of receipt of leave applications.		100% (Reported by means of monthly report)										
	Leave Audit	Leave audits upon resignation, per request or for control purposes	360			90		90		90		90	
	Briefing Sessions on Conditions of Service	Introduction to new additional Conditions Service	12			3		3		3		3	
	Information Sessions HR Admin Policies and Procedures	Introduction to HR Policies	4			4							
BRANCH ORGANISATIONAL EFFICIENCY STUDIES													
To administer the staff establishment of the Matjhabeng Local Municipality:	Executing reports from Directorates on structural changes on the Staff establishment.	Ensuring that all appointments are made in accordance with the approved staff establishment	Staff establishment updated within 1 week from receiving report from Performance Improvement	Quarterly		1		1		1		1	
	Keeping of statistics relating to		Monthly report submitted (12 X	Monthly		4		4		4		4	

OBJECTIVE DIRECTORATE/DEPARTMENT /BRANCH/DIVISION	INDICATOR	PROGRAMME/PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET R	QUARTER 1 30 SEP 10	ACTUAL FOR Q 1	QUARTER 2 31 DEC 10	ACTUAL FOR Q 2	QUARTER 3 31 MAR 11	ACTUAL FOR Q 3	QUARTER 4 30 JUN 11	ACTUAL FOR Q 4
		relevant issues:											
	According to director needs	• Cost effectiveness, outsourcing and determining of service standards.	According to director needs	Monthly									
	According to director needs	• Conduct ad-hoc investigation s.	According to director needs	Monthly									
	According to director needs	• Perform feasibility studies and needs analysis to enhance service delivery	According to director needs	Monthly									
Development and maintenance of the organisational structure and staff establishment of the MLM		Conduct investigations and make recommendations to ED: CS and Municipal Manager on:											
	According to director needs	• Develop/ maintain the organisational structure of the municipality.	According to director needs	Monthly									
	According to director needs	• Determine an optimal staff establishment for the different units within the Matjhabeng Local Municipality.	According to director needs	Quarterly		1		1		1		1	
	According to director needs	• Regarding cost effectiveness, outsourcing and service standards.	According to director needs	Quarterly		1		1		1		1	

OBJECTIVE DIRECTORATE/DEPARTMENT /BRANCH/DIVISION	INDICATOR	PROGRAMME/PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET R	QUARTER 1 30 SEP 10	ACTUAL FOR Q 1	QUARTER 2 31 DEC 10	ACTUAL FOR Q 2	QUARTER 3 31 MAR 11	ACTUAL FOR Q 3	QUARTER 4 30 JUN 11	ACTUAL FOR Q 4
	Number of ward Councillors	Recruit number of ward committee as Lay Councillors	180	Quarterly		45		45		45		45	
Pauper Burials	100% assisted	Assist in Burial of Paupers	100%	Monthly	100% of 270 000	67 500		67 500		67 500		67 500	
BRANCH LABOUR RELATIONS													
	Conducting 3 meetings per quarter of the LLF	Managing the Local Labour Forum	12			3		3		3		3	
	Training of Presiding Officers and Prosecutors	Disciplinary Skills of Presiding Officers Prosecutors	100					33		33		34	
	Finalisation of backlogs in Disciplinary hearings- cases 6 month and older	Finalisation of disciplinary hearing backlogs	16			8		8					
	Briefing Session on new Disciplinary Code Collective Agreement	Introduction to the new Disciplinary Code Collective Agreement	Per Unit 12 session(2 per unit) 1 higher post levels 1 lower post levels			6		6					
	Sessions with PST Department	Relationship Building Sessions with Public	1 session			1							

TOWN PLANNING, HOUSING & VALUATION

Service Delivery Targets and Performance Indicators

OBJECTIVE	INDICATOR	PROGRAMME/PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET	QUARTER 1 30 SEP 10	ACTUAL FOR Q 1	QUARTER 2 31 DEC 10	ACTUAL FOR Q 2	QUARTER 3 31 MAR 11	ACTUAL FOR Q 3	QUARTER 4 30 JUN 11	ACTUAL FOR Q 4
LAND AFFAIRS	Land Release to the disadvantaged communities	Allocate sites to members of the community	2000	Quarterly			400	600		500		500	
		Alienate sites to members of the community for usage of religious and community facilities	100	Monthly		30		30		20		20	
	Eradication of informal settlements	<ul style="list-style-type: none"> Formalisation of informal settlement 	6 units	Monthly		2		1		2		1	

		<ul style="list-style-type: none"> • Register all residents staying in informal settlements • Relocate informal dwellers • Consumer education • 		<p>Monthly</p> <p>Quarterly</p> <p>Monthly</p>									
	Repossess abandoned and undeveloped residential erven	<ul style="list-style-type: none"> • Identification • Advertisement • Compliance with MFMA 	2000	Quarterly		200		400		600		800	
HOUSING ADMIN													
Promotion of security of tenure	Number of houses transferred	Transfer through Discount Benefit Scheme	800	Quarterly	R7000.00	200		200		300		100	
	Number of houses	Transfer through Conversions	400	Quarterly	R4000.00	100		100		100		100	

	transferred												
Enhanced communication	Number of articles submitted	Compiling newsletter articles on housing matters for Matjhabeng newsletter	4	Quarterly	nil	1		1		1		1	
Data maintenance	Existence of a reliable housing waiting list	Compilation of a housing waiting list	1	Bi-annually	nil	-		1				1	
HOUSING DEVELOPMENT													
Address Housing Back-log	Number of houses built	Project Linked Subsidies	1850	Quarterly	357 000	0		0		500		1300	
	Number of houses built	Peoples Housing Project (PHP)	400	Quarterly	100 000	0		0		150		250	
	Number of approvals	Individual Subsidies	50	Quarterly	5 000	10		10		10		20	
	Number of session contacted	Consumer Education	6 units	Quarterly	30 000	0		0		2		4	
	Number of steering committees	Project Steering Committees	6 units	Quarterly	20 948	0		0		2		4	

	established												
RENTAL ACCOMMODATION													
Repair and maintenance of Rental accommodation	Number of Flats maintained and repaired	Repairs and Maintenance of the following Flats. Concor Flats – Bronv Harrison Flats 31,41 & 43 State—way Flats Long Road (to be painted internally & externally)	2 Blocks 3 Blocks 2 Blocks 2 Blocks	Quarterly Quarterly Quarterly Quarterly	959513	0 0 0 0		0 0 0 0		0 0 0 0		2 3 2 2	
Purification of Data	Number of hostels to be audited	Auditing Thabong & Meloding Hostels	10 Hostels	Quarterly	R400 000	2		3		3		2	
Disposal of Council Personnel Houses	number of houses to be sold.	Selling of Personnel houses in : Welkom Odendaalsrus	34	Yearly	nil	-		-		-		34	
VALUATIONS													
Implementation of Valuation Roll	Existence of updated Valuation Roll	Advertisement of - Rates Policy - By –Law - Public Participation	1 1 6 Units	Quarterly	R15Million CRITICAL PROJECT NOT	1		1			6		

SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS ELECTRICAL ENGINEERING SERVICES													
OBJECTIVE	INDICATOR	PROGRAMME / PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET	QUARTER 1 30 SEP 2010	ACTUAL Q1	QUARTER 2 31 DEC 2010	ACTUAL Q2	QUARTER 3 31 MARCH 2011	ACTUAL Q3	QUARTER 4 30 JUN 2011	ACTUAL Q4
Kufwawang: Phase 5 Bucket eradication on 2000 stands with toilet structures	MIG money spent	Construction	1,891,150	Quarterly	0	400,000		600,000		600,000		291,150	
Meloding: Bucket eradication phase 2 for 1257 stands	MIG money spent	Completion / Retention	287,636			-		287,636		-		-	
Heinenman (Phomolong): Sewer reticulation and toilet structures for 228 sites	MIG money spent	Completion / Retention	90,632			90,632		-		-		-	
Heinenman (Phomolong): Bucket eradication phase 7 - 518 stands	MIG money spent	Construction	27,646			27,646		-		-		-	
Heinenman (Phomolong): Eradication of 1550 buckets Phase 8	MIG money spent	Construction	562,863			562,863		-		-		-	
Phomolong outfall sewer	MIG money spent	Design / Tender / Construction	1,577,044			800,000		777,044		-		-	
Kufwawang: Geneva phase 4: sewer network and 793 toilet structures	MIG money spent	Completion / Retention	153,574			-		153,574		-		-	
Meloding (Phase3): Sewer reticulation network and 1016 toilet structures	MIG money spent	Completion / Retention	216,258			-		216,258		-		-	
Kufwawang: Rehabilitation of 2292 old toilet structures	MIG money spent	Completion / Retention	636,705			-		-		636,705		-	
Meloding: Toilet structures and sewer network for 1317 stands (Phase 5)	MIG money spent	Completion / Retention	55,424			-		-		55,424		-	
Meloding: Outfall sewer	MIG money spent	Completion / Retention	176,591			-		176,591		-		-	
Sewer connections houses to main lines (Latitude)	MIG money spent	Design / Tender / Construction	3,000,000			600,000		900,000		900,000		600,000	
Meloding: Calabria and Sibhe 540 sites without sewer system	MIG money spent	Design / MIG Registration / Tender / Construction	1,400,000			-		-		840,000		560,000	
						-		-		-		-	
						-		-		-		-	
Thabong: Waterborne sewer network for 5324 stands, Phase 1	MIG money spent	Construction	2,036,119			814,448		1,221,671		-		-	
Welkom (Thabong) T16: Construction waterborne sanitation for 1300 stands	MIG money spent	Design / MIG Registration / Tender / Construction				-		-		-		-	
Odendaalsrus, Kufwawang, Welkom: Relining of worn-out sewer lines	MIG money spent	Construction	3,336,379			900,000		900,000		900,000		636,379	
Stateway outfall sewer phase 1	MIG money spent	Tender / Construction				1,400,000		1,800,000		400,237		-	
THABONG X12 & 13: Water and Sewerage	MIG money spent	Construction	241,220			-		241,220		-		-	
THABONG T12 PHASE 4 Sewer Network (Jrusalem park)	MIG money spent	Design / MIG Registration / Tender / Construction	1,478,400			-		830,000		600,000		48,400	
Kufwawang Upgrade K5 & K6	MIG money spent	Design / MIG Registration / Tender / Construction				-		-		-		-	
Sewer Rising Main 450 dia: Major Pumpstation to Theronia WWTP	MIG money spent	Design / MIG Registration / Tender / Construction	720,000			70,000		-		120,000		530,000	
Nykalong: Outfall sewer Phase 2: from pumpstation to WWTP	MIG money spent	Design / MIG Registration / Tender / Construction	1,400,000			300,000		400,000		600,000		100,000	
Virginia: Relining of worn-out sewer lines	MIG money spent	Construction	248,742			-		-		248,742		-	
Odendaalsrus outfall sewer	MIG money spent	Design / MIG Registration / Tender / Construction	2,250,000			-		250,000		1,100,000		900,000	
Mmamahabane sewer network (53 stands)	MIG money spent	Design / MIG Registration / Tender / Construction	600,000			-		400,000		200,000		-	
Thabong and Bromville outfall sewer upgrading	MIG money spent	Design / MIG Registration / Tender / Construction				-		-		-		-	
						-		-		-		-	
						-		-		-		-	
Odendaalsrus: Upgrading of wastewater treatment works	MIG money spent	Construction	972,219			972,219		-		-		-	
Matjhabeng: Purified effluent sewer network upgrading and overflow release pipeline	MIG money spent	Completion / Retention	681,476			-		-		-		681,476	
Vereeniging/Mmamahabane: upgrading of WWTP, feasibility study	MIG money spent	Design / MIG Registration / Tender / Construction	832,000			208,000		624,000		-		-	
Thabong: Rehabilitation of sewer purification works	MIG money spent	Construction	3,857,821			1,200,000		1,057,821		1,200,000		400,000	
Klippan/Witpan: Reduction of water levels	MIG money spent	Completion / Retention	666,952			-		-		-		666,952	
Witpan: upgrade	MIG money spent	Construction	15,500,000			9,300,000		6,200,000		-		-	
Nykalong upgrade	MIG money spent	Design / MIG Registration / Tender / Construction				-		-		-		-	
Theronia: upgrade	MIG money spent	Beyond MTEF period				-		-		-		-	
Thabong: Extension	MIG money spent	Beyond MTEF period				-		-		-		-	
Mmamahabane new works	MIG money spent	Design / MIG Registration / Tender / Construction				-		-		-		-	
Heinenman Civil works & aeration (Phase 1 - investigation)	MIG money spent	Design / MIG Registration / Tender / Construction				-		-		-		-	
Virginia sludge management	MIG money spent	Design / MIG Registration / Tender / Construction				-		-		-		-	
Whites: septic tank system	MIG money spent	Design / MIG Registration / Tender / Construction				-		-		-		-	
						-		-		-		-	
						-		-		-		-	
Alamridge/Nykalong: Upgrading of main sewerage pump stations and new outfall sewers (MIS-165350)	MIG money spent	Construction	3,596,118			1,348,544		1,348,544		899,030		-	
Meloding Upgrade 7 Electric panels	MIG money spent	Design / MIG Registration / Tender / Construction				-		-		-		-	
Phomolong Civil Upgrade (Basil Road and Phom Main)	MIG money spent	Design / MIG Registration / Tender / Construction				-		-		-		-	
						-		-		-		-	
						-		-		-		-	
						-		-		-		-	
						-		-		-		-	

Matshabeng: installation of water meters (452)	MIG money spent	Construction	429,036	214,518	214,518	-	-
Worn out water lines Brownie	MIG money spent	Completion / Retention	552,177	-	-	552,177	-
Wrotham (Thabong) T16: Construction of internal water network	MIG money spent	Design / Construct	1,724,439	200,000	600,000	600,000	324,439
THABONG T12 PHASE 4	MIG money spent	Design / MIG Registration / Tender / Construction	320,000	-	160,000	160,000	-
Replace worn out waterlines (Asbestos and steel) 8km 1st year, 24 km per year thereafter to reduce waterloss	MIG money spent	Design / MIG Registration / Tender / Construction	4,000,000	-	1,400,000	1,350,000	1,250,000
Replace water meters in Phases to reduce waterloss	MIG money spent	Design / MIG Registration / Tender / Construction	2,700,000	-	400,000	1,200,000	1,100,000
Replace defective Valves and Hydrants to reduce waterloss and improve service delivery	MIG money spent	Design / MIG Registration / Tender / Construction	2,000,000	-	400,000	800,000	800,000
Facilitate employees access to water in Odendaalsrus	MIG money spent	Design / MIG Registration / Tender / Construction	-	-	-	-	-
Kuwanong Station Area	MIG money spent	Design / MIG Registration / Tender / Construction	1,600,000	90,000	-	900,000	610,000
Bronville X9: Construction of waterborne sanitation and water network	MIG money spent	Construction	1,485,075	-	400,000	600,000	485,075
Phomolong: water connections and stand pipes (100)	MIG money spent	Design / MIG Registration / Tender / Construction	350,000	150,000	200,000	-	-
Nykalong: Construction of Bus and Taxi Roads Phase 2	MIG money spent	Construction	1,150,000	600,000	550,000	-	-
Meloding: Construction of road to cemetery	MIG money spent	Beyond MTEF period	-	-	-	-	-
Hairi Park: Construction of 8.2km Road network and storm water drainage (MIS:159992)	MIG money spent	Construction	2,091,877	-	836,751	1,255,126	-
Road 200 (Budget Maintenance)	MIG money spent	Construction	3,000,000	500,000	1,500,000	1,000,000	-
Calabria roads Phase 1 (2)	MIG money spent	Construction	752,615	-	-	752,615	-
Calabria roads Phase 3	MIG money spent	Construction	-	-	-	-	-
Thabong T16 Road 658	MIG money spent	Construction	-	-	-	-	-
Mmamahabane Ring road Phase 3	MIG money spent	Part of Thabong Registered roads	-	-	-	-	-
Road 173 in Phomolong	MIG money spent	Design / MIG Registration / Tender / Construction	-	-	-	-	-
Road 173 in Phomolong	MIG money spent	Part of Thabong Registered roads	-	-	-	-	-
Road 173 in Phomolong	MIG money spent	Part of Thabong Registered roads	-	-	-	-	-
Dr Timothy Ndaki road from Road 200 to the East (SW)	MIG money spent	Part of Thabong Registered roads	-	-	-	-	-
Constituents Road from Road 200 to the East (Western to Parkhill)	MIG money spent	Part of Thabong Registered roads	-	-	-	-	-
Road 300 in T14/2 (SW)	MIG money spent	Part of Thabong Registered roads	1,908,000	-	1,144,800	763,200	-
Tags Drive from Road 200 to the West	MIG money spent	Part of Thabong Registered roads	-	-	-	-	-
Thabong Road 142 (G-Hotels)	MIG money spent	Part of Thabong Registered roads	1,079,000	-	150,000	600,000	329,000
Thabong Road 205 Stormwater T14	MIG money spent	Part of Thabong Registered roads	-	-	-	-	-
Bronville: Upgrading of Roads (Including pedestrian bridges)	MIG money spent	Tender / Construction	712,961	178,240	178,240	178,240	178,240
Thabong: Upgrading of Roads (Including pedestrian bridges)	MIG money spent	Tender / Construction	1,882,216	470,554	470,554	470,554	470,554
Kuwanong: Upgrading of Roads (Including pedestrian bridges)	MIG money spent	Tender / Construction	4,477,393	1,119,348	1,119,348	1,119,348	1,119,348
Phomolong: Upgrading of Roads (Including pedestrian bridges)	MIG money spent	Tender / Construction	342,221	85,555	85,555	85,555	85,555
Meloding: Upgrading of Roads (Including pedestrian bridges)	MIG money spent	Tender / Construction	3,022,953	755,738	755,738	755,738	755,738
Nykalong: Upgrading of Roads (Including pedestrian bridges)	MIG money spent	Tender / Construction	1,169,256	292,314	292,314	292,314	292,314
Calabria: Upgrading of streets and storm water Phase 1 (2) (Including pedestrian bridges)	MIG money spent	Construction	752,615	188,154	188,154	188,154	188,154
Spentheimer park roads (Ward 12)	MIG money spent	Part of Thabong Registered roads	1,000,000	-	100,000	700,000	200,000
Thabong: X19 - Lining of storm water channels	MIG money spent	Construction	100,373	-	100,373	-	-
Hairi Park North Main Canal lining	MIG money spent	Part of Thabong Registered roads	-	-	-	-	-
Park 24689 road 200	MIG money spent	Part of Thabong Registered roads	-	-	-	-	-
Losaba	MIG money spent	Part of Thabong Registered roads	392,000	-	50,000	182,000	160,000
Kalwa	MIG money spent	Part of Thabong Registered roads	-	-	-	-	-
Phakati	MIG money spent	Part of Thabong Registered roads	72,000	-	20,000	52,000	-
Thabong T14	MIG money spent	Part of Thabong Registered roads	-	-	-	-	-
Thabong T14/2	MIG money spent	Part of Thabong Registered roads	-	-	-	-	-
Stormwater T14 & T16 North	MIG money spent	Design / Tender / Constructor	5,707,379	570,738	1,712,214	1,712,214	1,712,214
Phomolong	MIG money spent	Design / Tender / Constructor	-	-	-	-	-
Meloding	MIG money spent	Design / Tender / Constructor	1,829,517	-	609,839	609,839	609,839
Mmamahabane	MIG money spent	Design / Tender / Constructor	-	-	-	-	-
Kuwanong - K2 area	MIG money spent	Design / MIG Registration / Tender / Construction	1,500,000	-	90,000	810,000	600,000
Nykalong	MIG money spent	Design / MIG Registration / Tender / Construction	500,000	-	300,000	-	200,000
Cobalt street: Virginia	MIG money spent	Design / MIG Registration / Tender / Construction	-	-	-	-	-
Meloding entrance, Kuwanong K9 & K2, Thabong, Virginia Hlands, Bronville, Phomolong, Fikazal st	MIG money spent	Design / MIG Registration / Tender / Construction	1,758,923	-	300,000	700,000	758,923
Matshabeng: High mast lights in Thabong, Nykalong & Kuwanong phase 3	MIG money spent	Construction	6,000,000	3,000,000	3,000,000	-	-
Matshabeng: High mast lights in POI areas phase 5	MIG money spent	Design / MIG Registration / Tender / Construction	435,799	-	-	435,799	-

				-	-	-	-
Matjhabeng: Establishment of PMU	MIG money spent	Implementation	3,151,207	787,800	787,800	787,800	787,800
Integrated Project Management System (IMG)	MIG money spent	Implementation		-	-	-	-
Pavement Management 5 investigation	MIG money spent	Design / MIG Registration / Tender / Construction		-	-	-	-
Water balance of pans masterplan	MIG money spent	Design / MIG Registration / Tender / Construction		-	-	-	-
Hydrological investigation of the underground water problem in Kutlwanyong	MIG money spent	Design / MIG Registration / Tender / Construction		-	-	-	-
Motoding (with ablation facilities)	MIG money spent	Design / MIG Registration / Tender / Construction	800,000	-	480,000	320,000	-
Phomolong (with ablation facilities)	MIG money spent	Design / MIG Registration / Tender / Construction	900,000	-	540,000	360,000	-
Bronville (with ablation facilities)	MIG money spent	Design / MIG Registration / Tender / Construction	900,000	-	540,000	360,000	-
Kutlwanyong (with ablation facilities)	MIG money spent	Design / MIG Registration / Tender / Construction	900,000	-	540,000	360,000	-
Allanridge (with ablation facilities)	MIG money spent	Design / MIG Registration / Tender / Construction	200,000	-	120,000	80,000	-
Landfill sites, relay stations and waste management	MIG money spent	Design / MIG Registration / Tender / Construction	5,000,000	-	1,666,667	1,666,667	1,666,667
				-	-	-	-
Public transport facilities including Taxi Ranks	MIG money spent	Design / MIG Registration / Tender / Construction	2,905,571	-	830,163	1,245,245	830,163
Directional signage	MIG money spent	Design / MIG Registration / Tender / Construction		-	-	-	-
Industrial park SHME zone Fencing/ paving & shelter	MIG money spent	Design / MIG Registration / Tender / Construction	500,000	-	300,000	200,000	-
Comanage infrastructure development (Water/toilets/roads)	MIG money spent	Design / MIG Registration / Tender / Construction		-	-	-	-
Upgrading/ Rehab Welkom showgrounds	MIG money spent	Design / MIG Registration / Tender / Construction	500,000	-	300,000	200,000	-
Market and stalls	MIG money spent	Design / MIG Registration / Tender / Construction	1,336,670	-	300,000	600,000	436,670
				-	-	-	-
Nyakaleng / Mmamahabane / Phomolong: New sports and recreation facilities	MIG money spent	Construction	8,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Upgrade and create new sports and recreation facilities: Pace 3	MIG money spent	Design / MIG Registration / Tender / Construction		-	-	-	-
Thabong stadium	MIG money spent	Design / MIG Registration / Tender / Construction		-	-	-	-
Meloding Sport Centre	MIG money spent	Design / MIG Registration / Tender / Construction		-	-	-	-
North West Stadium lights	MIG money spent	Beyond MTEF period		-	-	-	-
Paved sidewalks on main roads and near schools	MIG money spent	Design / MIG Registration / Tender / Construction	3,120,000	180,000	960,000	960,000	1,020,000
Transfer stations for solidwaste to reduce illegal dumping	MIG money spent	Design / MIG Registration / Tender / Construction		-	-	-	-
			137,104,480	30,377,312	45,077,388	37,264,722	24,385,058

Service Delivery Targets and Performance Indicators Parks, sport and Recreation

Cemeteries

OBJECTIVE	INDICATOR	PROGRAMME/PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET	QUARTER 1 30 SEP 10	ACTUAL FOR Q 1	QUARTER 2 31 DEC 10	ACTUAL FOR Q 2	QUARTER 3 31 MAR 11	ACTUAL FOR Q 3	QUARTER 4 30 JUN 11	ACTUAL FOR Q 4
Provision of graves and clean and green environment in 18 cemeteries	Provision of adequate graves	Digging of graves	6400	Monthly	General expensesR 839,528 Repair & maintenance R199,947	1600		1600		1600		1600	
	Upgrading of cemeteries	Upgrading and maintenance of 8 cemeteries fences	8	Monthly		2		2		2		2	
	Beautification of cemeteries	Maintain and upgrade of 18 cemeteries gardens and graves	100%	Monthly		25%		25%		25%		25%	
Community centers													
Provision of clean community and recreation centers	ANNUAL management and MAINTENANCE OF 14 COMMUNITY AND RECREATION CENTERS	Monthly maintenance, management and upgrading of buildings and installations	100%	Monthly	General expensesR 135,197 Repair & maintenance R213,528	25%		25%		25%		25%	
Swimming pools													
Provision of clean and save public swimming facilities	Annual management and maintenance of 4 public swimming pools	Monthly maintenance, management and upgrading buildings purification plants and installations	100%	Monthly	General expensesR 152,475 Repair & maintenance R90,490	25%		25%		25%		25%	
Sport and Recreation facilities													
Provision of clean and	Annual	Monthly maintenance,	100%	Monthly	General	25%		25%		25%		25%	

save sport and recreation facilities	managemnt and maintenance of 17 sport and recreation facilities	upgrading and management of buildings, fences and playing fields			expensesR 88,169 Repair & maintenance R316,007								
Recreation													
Provision of sport and recreation programmes	Planning and present of sport and recreation programmes	Present quarterly sport and recreation programmes in all units	100%	Quarterly	General expensesR 32,965	25%		25%		25%		25%	
Public open spaces													
Establish tree nurseries in Welkom and Virginia	Number of tree nurseries upgraded		2	Monthly				1				2	
Provision of a clean and green environment	Planning of tree planting programme	Procure and plant of 1000 trees during planting season	1000	Quarterly	General expensesR 1,175,097 Repair & maintenance R397,330	700		100		100		100	
	Maintenance and caring of street trees	Pruning of street trees according to tree policy	8000	Monthly		2000		2000		2000		2000	
		Removal of dangerous and decrepit trees	400	Monthly		100		100		100		100	
	Establishment of urban parks	Development of new urban parks	12	Monthly		3		3		3		3	
	Maintenance of existing parks and open spaces	Maintenance of develop and un develop parks	100%	Monthly		25%		25%		25%		25%	
	Control of undesirabl	Removal of 4000 square meters undesirable plants	4000 square meters	Monthly		1000 square		1000 square		1000 square		1000 square	

	e plants	and weeds				meters		meters		meters		meters	
Parks Workshop													
Provision and maintenance of a effective fleet, water network and buildings	Management and maintenance of fleet	Management of operating cost of vehicles and equipment	100%	Monthly	General expensesR 2,298374 Repair & maintenance R19,390	25%		25%		25%		25%	
	Management and maintenance of effluent water network	Management of operating cost of effluent water network	100%	Monthly		25%		25%		25%		25%	

Service Delivery Targets and Performance Indicators Waste Management

OBJECTIVE	INDICATOR	PROGRAMME/PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET	QUARTER 1 30 SEP 10	ACTUAL FOR Q 1	QUARTER 2 31 DEC 10	ACTUAL FOR Q 2	QUARTER 3 31 MAR 11	ACTUAL FOR Q 3	QUARTER 4 30 JUN 11	ACTUAL FOR Q 4
Refuse removal													
Provision of a sustainable refuse removal programme	Waste removal from each household on a weekly basis	Waste removal in all areas	5270 areas	Monthly	General expensesR 4,302,508 Repair & maintenance R2,119,970	1319 areas		1319 areas		1319 areas		1319 areas	
	Management and maintenance of fleet	Management of operating cost of vehicles and equipment	100%	Monthly		25%		25%		25%		25%	
Refuse Dumping Area													
Provision of a sustainable management plan according to permits	Management and maintenance of fleet	Management of operating cost of vehicles and equipment	100%	Monthly	General expensesR 4,022,165 Repair & maintenance	25%		25%		25%		25%	

					ce R2,119,970								
	Management and maintenance of 4 dumping sites	Operating cost of service provider at 2 sites	100%	Monthly		25%		25%		25%		25%	
	Management of people living at landfill site	Rehabilitation of people living at the Welkom and odendaalsrus landfill sites	2	Monthly				1				1	
Implement illegal dumping management plan	Number of campaigns on cleaning program		12	Monthly		3	3	3	5	3	15	3	
Comply to permit requirements by implementing a proper management plan	Number of programmes per project		8	Monthly		1	1	1	1	1	1	1	

Service Delivery Targets and Performance Indicators Community Services Administration

OBJECTIVE	INDICATOR	PROGRAMME/PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET	QUARTER 1 30 SEP 10	ACTUAL FOR Q 1	QUARTER 2 31 DEC 10	ACTUAL FOR Q 2	QUARTER 3 31 MAR 11	ACTUAL FOR Q 3	QUARTER 4 30 JUN 11	ACTUAL FOR Q 4
The effective management of the Directorate Community Services in order to contribute to proper services delivery to the community	Number of report submitted Municipal Manager	Timely submission of reports to Municipal manager	12	Monthly	General expensesR 371,482 Repair & maintenance R109,099	3		3		3		3	
	Timeous review and submission of policies to Council	Review all budget related policies and submit to Council	4	Quarterly		1		1		1		1	
	Timeous submission	Timely submission of items	12	Monthly		3		3		3		3	

Service Delivery Targets and Performance Indicators – Directorate: Finance

OBJECTIVE	INDICATOR	PROGRAMME/PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET R	QUARTER 1 30 SEP 10	ACTUAL FOR Q 1	QUARTER 2 31 DEC 10	ACTUAL FOR Q 2	QUARTER 3 31 MAR 11	ACTUAL FOR Q 3	QUARTER 4 30 JUN 11	ACTUAL FOR Q 4
To practice sound and sustainable financial management	Ratio's: - solvency – Capital charges as % of OPEX – Salaries as % of OPEX – Debtor turnover rate -	Calculation of financial ratio's on monthly basis, comparison with baseline and report on deviations with recommendations	June 2011	Monthly		Baseline ratio's determined		Compare ratio's with baseline & report on deviation with recommendation		Compare ratio's with baseline & report on deviation with recommendation		Compare ratio's with baseline & report on deviation with recommendation	
	% capital budget actually spend on planned capital projects	Monthly expenditure reports	100%	Monthly		20%		50%		75%		100%	
	% expenditure on MIG projects	Monthly MIG reports	100%	Monthly		20%		50%		75%		100%	
	% over expenditure on operating budget	Monthly clearing of suspense accounts & budget vote analysis	0%	Monthly		0%		0%		0%		0%	
	% increase in revenue collection & Debt Collection	To improve form 61% to 75% by: - Identifying all collections under 50% per ward preparing a communication for councillors to assist with monthly report to MAYCO on progress per ward - Cleaning billing data by approving the second phase of revenue enhancement strategy to	20%	Monthly		10%		10%		15%		20%	

		- ensure all monies due are paid before clearance certificate is issued - Specific processes and procedures to find "untraceable debt"											
	Number of report submitted to Mayor in relation to Section 71 of MFMA	Timely submission of reports to MAYCO, Council, PT and NT.	12	Monthly		3		3		3		3	
	Timeous review and submission of budget related policies to Council	Review all budget related policies and submit to Council	June 2011									Reviewed policies	
	Timeous submission of budget timetable to Council and adherence to timetable	Timely compilation of budget timetable as per NT standards	31 August 2010	By 31 August 2010		Timetable to be submitted by August 2010		Implementation		Implementation		Implementation	
	Timeous submission of drafts to Council	Implementation and adherence to budget timetable	31 March 2011	To be considered by Council by end March 2011						Draft budget to Council by March 2011			
	Timeous submission of the adjustment budget to Council	Implementation and adherence to budget timetable and section 72 of MFMA	Adjustment budget approved within the MFMA requirements	February 2011		Feb-11		Inputs to be submitted by 25 January 2011		Adjustment budget report to Council by Feb-11			
	Timeous submission of annual financial statements	Adherence and implementation of AFS action plan	30 August 2010	August 2010		AFS completed and submitted to AG							
	Submission of Audit report with recommendations to Council	Adherence and implementation of Audit Query Action plan	Submission of AG report within 2 months after							Report to Council			

			receipt from AG to Council										
To promote culture of payment for services	Handling and resolving of the number of queries	Setting up of a functional Customer Care Division by approving the second phase of the revenue enhancement strategy to continue with monthly reports to MAYCO on progress on how many queries are handled and how many were resolved etc. Resource finance section within all the unit offices	75%	Monthly		50%		50%		50%		75%	
Expenditure control	% increase in cost efficiency strategy	Reprioritisation of all payments and creditors in with MFMA.	Creditor's payments to be made within 30 days. Decrease in the creditors age analysis	Monthly		20%		20%		20%		20%	

BRANCH : SECURITY SERVICES													
Implementation of the Strategy.	Reduction of crime.	Matjhabeng Safety Strategy	1	Monthly Asst Chief			0		1				
Facilitate the launching of the Committee in conjunction with Provincial Government.	Effective community participation.	Establish Crime Prevention Coordinating Committee	1	Annually Manager		1	1		0				
Facilitate the tender process.	To protect Council assets & employees.	Upgrade & Expand the existing security & access function to all municipal buildings	3	Once-off HOD		1	0	1	0	1	0		
Communicate & inform communities through ward meetings.	Effective community participation.	Introduce an Incentive Scheme the for community	1	Once-off Asst Chief			0		0				
Coordinate/liaise with Legal Services regarding workshops on by-laws.	Effective by-law enforcement.	Training of By-Law Enforcement Officers	2	Annually HOD			0	1	1	1	0		
Schedule by-law enforcement operations.	Effective by-law enforcement.	Establish By-Law Enforcement Unit	1	Annually Asst Chief			0		1				
Ensure implementation of the plan.	Compliance with security policies.	Implementation of Security Plan	1	Once-off Manager		50%	0	50%	0				

BRANCH : FLEET MANAGEMENT													
Manage the plan i.t.o. needs (service delivery vehicles) required.	Proper control of all fleet	Compile an effective maintenance/service plan for vehicles plant & equipment	1	Monthly Manager		25%	0.25	25%	0.25	25%	0.25	25%	
Coordinate/liase with HR -Training regarding relevant courses.	To capacitate staff w.r.t. the Skills Development Programme.	Develop training programme for staff (Operational & maintenance)	1	Annually HR		33.3%	0	33.3%	0			33.3%	1
Facilitate the auction process with relevant departments.	To decrease the operating budget & vehicles lying idle.	Replace existing worn-out vehicles in line with policy	100	Annually Manager		25%	0	50%	77	25%			
Capacitate all departments with fleet through tender/s & SLA's.	To have adequate fleet in line with Supply Chain Policy & Procedures of Council.	Prioritize & acquire additional vehicles, plant & equipment	75	Annually HOD		30%	75	30%	34				
Control & monitor daily repairs as well as supplier repairs.	To maximise vehicle usage	Investigate & implement outsourcing of repairs vs. internal capacity	1	Monthly Manager		50%	0.5	50%	0.5				
Set up SLA with suppliers.	To manage & control data & whereabouts of drivers and vehicles.	Acquire computerized design & support software with a global tracking system.	300	Annually Manager		75%	0	75%	0	75%		75%	

Office Of the Executive Mayor
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OBJECTIVE S	PERFORMANCE AREA	Programme	BUDGET	BENEFICIARY	KEY PERFORMANCE INDICATORS	TARGET Per Ann.	KEY PERFORMANCE TARGET															
							QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4			EVIDENCE			
							J	A	S	O	N	D	J	F	M	A	M	J				
Provide legal support services.	Render legal advise to the office of the mayor, speaker, council whip and mayoral committee	N/A	-	All political offices and MMC	Number of legal advices/opinions rendered.	Continuous.																
Monitor compliance with statutory provisions governing local government.	Monitor compliance with the provisions of the MFMA, WSA, MSA, NEMA and standing rules and orders.	N/A	-	All political offices, MMC	4 Quarterly reports submitted on compliance.	30 June 2010		1				1								1		Number of reports submitted.
Promulgation of municipal by-law.	Ensure promulgation of the 21 by laws adopted by council.	N/A	-	Council	5 by-laws promulgated per Quarter.	30 June 2010		5				5								5		Number of by-laws promulgated.
Monitor the implementation of the Municipal Demarcation Act.	Monitor compliance with the provision of the Municipal demarcation Act pertaining to the delimitation of wards and reconfiguration of wards for election purposes.	N/A	-	All political offices and council	4 Quarterly reports submitted on compliance.	30 June 2010		1				1								1		Number of reports submitted.

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Provide support to the training of law enforcement officers on by laws.	Training of Law enforcement officers on the municipal by-laws promulgated by council.			Safety and Security Department.	Number of reports submitted.	30 June 2010													Number of officials trained.
Establishment of MLM Youth Development Forum	Create a platform for youth within their areas of jurisdiction an equal opportunity and participating in need based youth development programmes	Town Base Youth Development Meetings, capacity building and team building workshop with Youth Structures	R 200 000.00	All Wards	Number of Youth Structures attended and consulted	2 workshop s, 1 capacity 1 meeting	1		1				1					1	Resolutions & Video
Establishment of Inter-Departmental Youth Development Forum	To co-ordinate and facilitate integrated youth development with the municipal departments	Meet with the Municipal Manager To call the meeting with all strategic managers	N/A	Youth Development	For proper planning and integrating youth development at the centre of municipal planning	4 meetings			1		1			1				1	Report to E.M & MM
MLM Youth Development and Strategy	Adoption of the legal framework on Youth Development	Consultative Forums with Stakeholders Two day youth council setting	R 60. 000.00	All WARDS	Number of Youth Structures attended and consulted	1 forum			-		-			-				-	Resolutions & Video

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Youth and LED	Convene Career Expo for Youth Targeting Unemployed and Matrics	To enable targeted groups to acquire knowledge ,skills, positive attributes & values to shape their future	R 90.000.00	All Wards	Number of Grade 10 -12 & unemployed attended	1 st Oct 2010			-			-			-		Report & Video
Youth and LED	Establishment of Youth Co-operatives	Redressing imbalances, ensuring meaningful economic participation by youth	R 50.000.00	7 Cooperatives	Town base Young enterprisers	Oct 2010								7			Cipro Certificates
	To create platform for Young women to shape their own development	Convene Young Women Summit	R 80.000.00	Representatives per wards	All wards	14 th AUG 2010		-				-		-		-	Video Summit report
	To promote Economic Development and job creation for youth	Undertake SMME's ,Agriculture, Tourism and Capital Projects Through Inter-Departmental Youth Development Forum	N/A	Training of SMME's Implementing EPWP projects Implement the beneficiary projects	Interact with youth owned enterprises	Ongoing		1			1			1		1	Quarterly report
	To lobby and advocate programmes for Youth	Number of business development workshops to capacitate Youth	R 100.000.00		Interact with youth owned enterprises	Ongoing		1			1			1			Quarterly Reporting
	To promote intercultural and interregional relationships through social activities	Engagement with Arts and Cultural groups with MLM, Provincially and Nationally to host MATJHACUFE	200.000.00	Establishment of MLM arts and culture Council	Youth dramas, cultural activities and festival across the municipality	.Sept . 2010		-			-			-		-	Video
Youth Arts and Culture																	

**Office Of the Executive Mayor
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Mayors Bursary Fund	To assist learners from disadvantaged community	Marketing, publicity & Advertising	R100.00 0.00	wards	Number of learners	Oct 2010	-											Report	
	Other Special Programmes Activities	To create a platform to engage people living with disabilities	Establishing an engagement forum	R 60.000.00		Number of structures engage	Octo 2010	1				1				1		1	Quarterly Report
		To ensure the implementation of HIV/AIDS Programmes	Roll out both the internal Municipal and external community awareness programmes	R100.00 0.00	All ward	Establishment of Matjhabeng AIDS Council		1				1				1		1	Quarterly Report
		To lobby and advocate programmes for children	All directorate to have focused programmes on children empowerment Support and adequately resources for children	R 100.000. 00	All ward	Maintenance of Play grounds and Parks		1				1				1		1	Quarterly Report
Political Road Shows for Executive Mayor & MMCs	To create a interaction between Executive Mayor and community	Wards committees and Community IMbozo's	R 150 00.00	Town Based	Number of community attended	October	1				1				1		1	Quarterly Report	
Mayoral Golf Day	To fundraise for the destitute people	Partnership with corporate companies & other stakeholders	R 50.000.00			November	-				1				-		-	Report	
Public Consultations with CLOs,	To create working relations with community members	Meeting with ward committees	R 60.000.00	Town	Number of community attended						1				1			Report	
Effective communication with Media around Political Direction	Political statements and briefings from the office the Mayor in print and Radio	MLM News Letter & Mass mobilization programme	N/A	N/A	Monthly statement		1	1	1	1	1	1	1	1	1	1	1	1	Quarterly Report

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Mayoral Social Responsibility	Good Governess	Support Sports, Arts, Culture Recreational & Special Programmes Initiatives	R 500.000.00	All wards	Sport council Art & culture	Annually	-																		Annual Report
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SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS ELECTRICAL ENGINEERING SERVICES													
OBJECTIVE	INDICATOR	PROGRAMME / PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET	QUARTER 1 30 SEP 2010	ACTUAL Q1	QUARTER 2 31 DEC 2010	ACTUAL Q2	QUARTER 3 31 MARCH 2011	ACTUAL Q3	QUARTER 4 30 JUN 2011	ACTUAL Q4
ELECTRICAL ADMINISTRATION													
Electrical income generation	Maintain distribution losses under 10%	Manage and control electrical losses	10%	QUARTERLY	General Expenses: R2,742,327 Repair & Maintenance: R5,102,562	10%		10%		10%		10%	
Adherence of quality of supply regulations	Installation of required hardware & software to adhere to 047 & 048 NRS regulations	Implement quality of supply regulations	16	QUARTERLY		4		8		12		16	
Administration of Load control systems	Implementation in 4 towns estimated annual saving to Council R9,2 Million	Implement and apply Demand Side Management	60%	QUARTERLY		60%		60%		60%		60%	
Adherence of National Electricity Regulations	Compilation of Annual NERSA reports & maintaining of Databases	Comply with NERSA Licensing requirements	10%	QUARTERLY		10%		10%		10%		10%	
Adherence to the OHS Act	Continuously to ensure that a safe working environment is maintained and 184320 accident free working hours are annually reached	Implement statutory legislations of the OHS 85/93 safety requirements	184320 accident free hours	QUARTERLY		46080		92160		138240		184320	
Planning departmental Projects and cost estimations	Continuously 75 projects were identified on the IDP program that must be executed over a three year period	Planning and Designing of Capital projects	6 Projects	QUARTERLY		0		2		3		6	
HR and training of personnel	36 Personnel	Integrated Personnel development plan	36	QUARTERLY		9		18		27		36	
Control of departmental budgeted, expenditure & administration functions	Continuous	Budget control	100%	QUARTERLY		100%		100%		100%		100%	
ELECTRICAL DISTRIBUTION													
Implementation of annual maintenance programs	Annual maintenance of 808 substations	Administration of annual maintenance programs	564 substations	QUARTERLY	General Expenses: R1,100,196 Repair & Maintenance: R11,559,573	141		282		423		564	
Electrical metering systems	Annual maintenance of 24235 electrical meters	Maintain electrical metering systems	1088 electrical meters	QUARTERLY		992		544		816		1088	
Maintaining of load control systems	Implementation in 4 towns estimated annual saving to Council R9,2 Million	Maintain load control systems	80	QUARTERLY		20		40		60		80	
Conduction of electrical permanent and temporary connections	Continuous approximately 480 temporary and permanent connections are made annually	Conduct Connection	61	QUARTERLY		15		20		35		61	
Semi- perms and disconnections	240 Permanent disconnections are executed annually	Conduct Disconnections	41	QUARTERLY		10		20		30		41	
Reaction on break down situations	6000 call outs 180 Large breakdowns are executed annually	Electrical breakdown responses	2158	QUARTERLY		539		1078		1617		2158	
132KV DISTRIBUTION													
Annual Repair and maintenance program 132 kV Electrical distribution installations	Continuous maintenance of 250 MVA 132 kV electrical distribution installation	Maintain 132kV distributions	132	QUARTERLY	General Expenses: R80,889 Repair & Maintenance: R1,924,467	33		66		99		132	
Maintaining of SCADA Systems	Ensure safe distribution of 691977 MWh to End Users	Maintain Scada systems	54	QUARTERLY		13		26		39		54	
Maintaining of protection and monitoring systems	For 808 substations	Administrate monitoring Systems	48	QUARTERLY		12		24		36		48	
STREETLIGHT MAINTENANCE													
Implementation of maintenance program for all public lighting and streetlights	Maintenance of 29558 street lights 194 High mast lights	Administrate Streetlight maintenance program	3204	QUARTERLY	General Expenses: R3,145,997 Repair & Maintenance: R621,679	801		1602		2403		3204	
Repair and Maintenance of streetlight and public lighting	Maintenance of 29558 street lights 194 High mast lights. Annual maintenance ratio is 30%.	Repair and Maintenance streetlight installations	3204	QUARTERLY		801		1602		2403		3204	

ELECTRICAL WORKSHOPS

Implementation of annual maintenance program for substations, mini substations and general electrical distribution network systems	For 808 substations that must serviced as required by the act once a year	Administrate substation maintenance program	382	QUARTERLY	General Expenses: R1,213,051 Repair & Maintenance: R317,837	90	180	270	382
Repair and maintenance of electrical installation of Council property as to SANS 10142 regulations	Continuous on request in all town of the Matjhabeng Municipality	Maintain of Council Buildings electrical installations	120	QUARTERLY		30	60	90	120
Maintenance of air conditioner installation	Continuous on request as air- condition units malfunction	Maintain Air-condition installations	40	QUARTERLY		10	20	30	40
Maintenance of substations buildings	Maintain 808 electrical substations and infrastructure annually	Maintain substation buildings	32	QUARTERLY		8	16	24	32
Maintenance on pump station electrical installations	11 Sewerage Purification plants 60 Pump stations installations	Maintain pump station installations	36	QUARTERLY		9	18	27	36

REVENUE PROTECTION

Implementation of random inspection program to all installed electrical meters	Inspection of 24235 electrical consumer electrical connections once every year	Implementation of the Revenue protection program	2188	QUARTERLY	General Expenses: R850,269 Repair & Maintenance: R73,981	547	1094	1641	2188
Provide a visual presence in the community regarding the theft of electricity and tampering	Continuous: visual presence must be kept in the community	Debt collections	82	QUARTERLY		20	40	60	82
Repairs and maintenance to electrical inductive and pre-paid meters	Continuous 1371 pre-paid and 2400 inductive electrical meters are repaired or replace annually	Implement electrical metering maintenance program	3771	QUARTERLY		942	1884	2826	3771
Scrutinizing of consumer accounts regarding tampering	500 theft cases handled annually	Auditing services accounts	500	QUARTERLY		125	250	375	500
To execute disconnections and reconnections	11249 dis- and re-connections are executed annually	Disconnections and reconnections	11249	QUARTERLY		2812	5624	8436	11249
			11249			2812	5624	8436	11249
Auditing of all electrical installation	An Audit of 24235 electrical consumer electrical installations must be conducted once every year in regard to the SANS 0148 regulations	Adherence to Electrical Installations regulations	24235	QUARTERLY		6058	12117	18175	24235

SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS CIVIL ENGINEERING SERVICES													
OBJECTIVE	INDICATOR	PROGRAMME / PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET	QUARTER 1 30 SEP 2010	ACTUAL Q1	QUARTER 2 31 DEC 2010	ACTUAL Q2	QUARTER 3 31 MARCH 2011	ACTUAL Q3	QUARTER 4 30 JUN 2011	ACTUAL Q4
OPERATIONAL BUDGET													
Planning, Design and Survey													
Information Office													
Standard drawings for public and officials	No	Availability of standard drawings	2,000			500		500		500		500	
A3 plan books	No		100			25		25		25		25	
Populate sewer network lines database	No	Attribute information of sewer lines i.e. sizes, length, material ect	500			125		125		125		125	
Populate sewer network manholes database	No	Invert level and depth of all manholes	500			125		125		125		125	
Planning & Design													
Evaluation of consultants designs and tender documents against design specifications	No Design	Designs to be verified within one week	10			3		3		3		3	
Survey													
Detailed field survey of Manholes, Catchpits, ect, where there is insufficient as-built information	No of items surveyed	Accurate survey of sewer manholes	500			125		125		125		125	
Open erf pegs for Housing, Building Control and house owners	stand	< 50 stands per week	1,200			300		300		300		300	
Open erf pegs for services	pegs	< 50 stands per week	500			125		125		125		125	
Staking of 6 cemeteries	grave sites	Grave sites available for burials	2,500			625		625		625		625	
STORM WATER					6,368,415								
Cleaning of lined storm water canals	meter	Lined canals cleaned	7,405		2,547,366								
	Central		3,703			926		926		926		926	
	East		2,073					-		-		-	
	West		1,629			407		407		407		407	
Cleaning of unlined storm water canals	meter	Unlined canals cleaned	9,098		2,547,366								
	Central		4,549			1,137		1,137		1,137		1,137	
	East		2,547			637		637		637		637	
	West		2,002			500		500		500		500	
Cleaning and maintenance of storm water drainage Catchpits.	Number	No of catch pits cleaned/ repaired	580		1,273,683								
	Central		290			73		73		73		73	
	East		162			41		41		41		41	
	West		128			32		32		32		32	
ROADS													
Maintenance of streets and associated infrastructure.													
Repair potholes	Square meter(m ²)	Potholes repaired	28,500		5,700,000								
	Central		14,250			1,447		1,447		1,447		1,447	
	East		7,980			1,995		1,995		1,995		1,995	
	West		6,270			1,568		1,568		1,568		1,568	
Street cleaning	Km	Roads cleaned	78		775,000								
	Central		40			10		10		10		10	
	East		22			5		5		5		5	
	West		16			4		4		4		4	
Weed killing on roads	Km	Km weed killer applied	194		775,000								
	Central		101			25		25		25		25	
	East		54			14		14		14		14	
	West		39			10		10		10		10	
Maintenance of Gravel Roads	Km	Roads bladed	134		4,016,815								
	Central		70			17		17		17		17	
	East		37			9		9		9		9	
	West		27			7		7		7		7	
Resealing of Roads	Km	Roads resealed	30		10,648,160								
	Central		16			4		4		4		4	
	East		9			2		2		2		2	
	West		6			2		2		2		2	

SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS CIVIL ENGINEERING SERVICES													
OBJECTIVE	INDICATOR	PROGRAMME / PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET	QUARTER 1 30 SEP 2010	ACTUAL Q1	QUARTER 2 31 DEC 2010	ACTUAL Q2	QUARTER 3 31 MARCH 2011	ACTUAL Q3	QUARTER 4 30 JUN 2011	ACTUAL Q4
BUILDING CONTROL													
Building inspections	No	Inspections done	14,884			3,721		3,721		3,721		3,721	
Writing of notices to trasgressors of Building regulations	No	Notices written	1,618			405		405		405		405	
Approval of building plans	No	Plans approved	936			234		234		234		234	
SEWERAGE NETWORK													
Maintenance of sewer related infrastructure. (1250km Manholes 21000)													
Repair broken lines	meter	Minimize complaints	350		700,000								
	Central		182			46		46		46		46	
	East		98			25		25		25		25	
	West		70			18		18		18		18	
Open blockages	No	Blockages opened	8,385		3,354,014								
	Central		4,360			1,090		1,090		1,090		1,090	
	East		2,348			587		587		587		587	
	West		1,677			419		419		419		419	
Repair manholes	No	Manholes Repair	10		75,000								
	Central		5			1		1		1		1	
	East		3			1		1		1		1	
	West		2			1		1		1		1	
Cleaning of sewer lines	Km	Preventive cleaning of 1220km sewerage lines every 2 years	200		1,000,000								
	Central		104			26		26		26		26	
	East		56			14		14		14		14	
	West		40			10		10		10		10	
PUMP STATIONS													
Clean sumps(46)	No	TOTAL NUMBER 46 @ R20 000 each = R920 000 /2 = R460 000/ annum)	25										
					1,300,000	6		6		6		6	
Repair / replace electrical panels	No	TOTAL NUMBER 46 @ R15 000 per panel = R690 000 /2 = R345 000/ annum)	120										
					1,400,000	30		30		30		30	
Repair pump : Mechanical			60		1,200,000	15		15		15		15	
Maintenace actions on pumpstations			600			150		150		150		150	
SEWERAGE TREATMENT WORKS													
Clean sumps (25)on plants each years	No	TOTAL NUMBER 12 plants av. 5 pump stations each @ R20 000 each = R4 800 000 /2 = R2 460 000/ annum)	25										
					400,000	6		6		6		6	
Clean digesters (25)on plants each of the 12 plants once in 2 years	No	TOTAL NUMBER 12 plants av. 5 pump stations each @ R20 000 each = R4 800 000 /2 = R2 460 000/ annum)	8										
					400,000	2		2		2		2	
Repair / replace electrical panels	No	TOTAL NUMBER 60 @ R15 000 per panel = R900 000 /2 = R450 000/ annum)	216										
					2,000,000	54		54		54		54	
Repair / replace Pumps	No	TOTAL NUMBER 60 @ R15 000 per panel = R900 000 /2 = R450 000/ annum)	48										
					1,368,728	12		12		12		12	
Maintenace Purifying plant : Sand Filter bed	No cleaned	TOTAL NUMBER 12 plants av. 40 structures @ R30 000 each per annum = R1,200,000	180										
					1,104,505	45		45		45		45	
Maintenace Purifying plant : Bio Filter	No	TOTAL NUMBER 12 plants av. 40 structures @ R30 000 each per annum = R1,200,000	1,800										
					400,000	450		450		450		450	

SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS CIVIL ENGINEERING SERVICES													
OBJECTIVE	INDICATOR	PROGRAMME / PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET	QUARTER 1 30 SEP 2010	ACTUAL Q1	QUARTER 2 31 DEC 2010	ACTUAL Q2	QUARTER 3 31 MARCH 2011	ACTUAL Q3	QUARTER 4 30 JUN 2011	ACTUAL Q4
WATER NETWORK													
Repair of water leaks and maintenance of water related infrastructure. (1590Km)	No leaks	75 % OF COMPLAINTS to be completed within 24 hrs. (backfilling excluded)	3,062		6,123,627								
	Central		1,592			398		398		398		398	
	East		857			214		214		214		214	
	West		612			153		153		153		153	
Service and repair valves and hydrants	No	Replacing of valves and hydrants	750		1,500,000								
	Central		390			98		98		98		98	
	East		210			53		53		53		53	
	West		10			3		3		3		3	
Repair and maintenance of meter and connections	No	TOTAL NUMBER ±80000 household meters 2000 bulk meters. Repair / replace 15600 household and 1920 bulk meters per annum.	3,437		3,436,613								
	Central		1,787			447		447		447		447	
	East		962			241		241		241		241	
	West		10			3		3		3		3	
REVENUE PROTECTION Water													
Regular audit of meters													
Disconnections	No		20,000			5,000		5,000		5,000		5,000	
Reconnections	No		4,500			1,125		1,125		1,125		1,125	
Phase 3 disconnections	No		30			8		8		8		8	

Votenummer	Description	Budget 2010/11
ENGINEERING ADMINISTRATION		
		-
14	0610/01/1/14/1101 1101 CLEANING MATERIAL	5,000
14	0610/01/1/14/1127 1127 ENTERTAINMENT ALLOWANCE	5,000
14	0610/01/1/14/1141 1141 INSURANCE	17,656
14	0610/01/1/14/1161 1161 LICENSE FEES	1,000
14	0610/01/1/14/1171 1171 NEWSPAPERS & PERIODICALS	2,000
14	0610/01/1/14/1175 1175 OPERATING COST OF EQUIPMENT	141,250
14	0610/01/1/14/1177 1177 OPERATING COST OF VEHICLES	5,000
14	0610/01/1/14/1179 1179 OPERATING LEASES	20,000
14	0610/01/1/14/1183 1183 PLANS & PRINTS	10,000
14	0610/01/1/14/1185 1185 POST & TELECOMMUNICATIONS SERV	49,437
14	0610/01/1/14/1189 1189 PRINTING & STATIONERY	60,000
14	0610/01/1/14/1191 1191 PROFESSIONAL FEES	274,278
14	0610/01/1/14/1211 1211 SKILLS DEVELOPMENT LEVY	55,000
14	0610/01/1/14/1213 1213 SMALL EQUIPMENT	1,500
14	0610/01/1/14/1217 1217 SUBSISTENCE & TRAVELLING	40,000
14	0610/01/1/14/1225 1225 TRAINING	20,000
14	0610/01/1/14/1229 1229 UNIFORMS	2,500
		709,621
20	0610/01/1/20/1053 1053 BUILDING & INSTALLATION	34,567
20	0610/01/1/20/1055 1055 COMPUTER	19,000
20	0610/01/1/20/1057 1057 EQUIPMENT	1,500
20	0610/01/1/20/1059 1059 FURNITURE	1,500
		56,567
PLANNING		
		-
14	0610/60/1/14/1083 1083 ADVERTISING FEES	2,000
14	0610/60/1/14/1101 1101 CLEANING MATERIAL	2,000
14	0610/60/1/14/1141 1141 INSURANCE	22,631
14	0610/60/1/14/1173 1173 OFFICE EXPENSES	6,000
14	0610/60/1/14/1175 1175 OPERATING COST OF EQUIPMENT	50,000
14	0610/60/1/14/1179 1179 OPERATING LEASES	5,000
14	0610/60/1/14/1185 1185 POST & TELECOMMUNICATIONS SERV	4,000
14	0610/60/1/14/1189 1189 PRINTING & STATIONERY	22,000
14	0610/60/1/14/1191 1191 PROFESSIONAL FEES	592,550
14	0610/60/1/14/1211 1211 SKILLS DEVELOPMENT LEVY	25,000
14	0610/60/1/14/1213 1213 SMALL EQUIPMENT	5,000
14	0610/60/1/14/1217 1217 SUBSISTENCE & TRAVELLING	15,000
14	0610/60/1/14/1225 1225 TRAINING	47,721
14	0610/60/1/14/1229 1229 UNIFORMS	6,000
		804,902
20	0610/60/1/20/1055 1055 COMPUTER	50,000
20	0610/60/1/20/1057 1057 EQUIPMENT	30,000
20	0610/60/1/20/1059 1059 FURNITURE	4,850
		84,850
RAILWAY SIDINGS		
		-
14	0610/61/1/14/1101 1101 CLEANING MATERIAL	200
14	0610/61/1/14/1141 1141 INSURANCE	30,000
14	0610/61/1/14/1177 1177 OPERATING COST OF VEHICLES	2,000
14	0610/61/1/14/1189 1189 PRINTING & STATIONERY	100
14	0610/61/1/14/1211 1211 SKILLS DEVELOPMENT LEVY	200
14	0610/61/1/14/1213 1213 SMALL EQUIPMENT	100
14	0610/61/1/14/1217 1217 SUBSISTENCE & TRAVELLING	50
		32,650
20	0610/61/1/20/1057 1057 EQUIPMENT	100
20	0610/61/1/20/1089 1089 RAILWAY-SIDINGS	100
		200

INTERN SERV BUILDING WORKSH

				-
14	0610/89/1/14/1101	1101	CLEANING MATERIAL	5,600
14	0610/89/1/14/1141	1141	INSURANCE	56,170
14	0610/89/1/14/1175	1175	OPERATING COST OF EQUIPMENT	50,000
14	0610/89/1/14/1177	1177	OPERATING COST OF VEHICLES	227,258
14	0610/89/1/14/1185	1185	POST & TELECOMMUNICATIONS SERV	2,300
14	0610/89/1/14/1189	1189	PRINTING & STATIONERY	2,000
				343,328
20	0610/89/1/20/1053	1053	BUILDING & INSTALLATION	20,000
20	0610/89/1/20/1055	1055	COMPUTER	10,000
20	0610/89/1/20/1057	1057	EQUIPMENT	70,000
20	0610/89/1/20/1061	1061	LAND & FENCES	20,204
				120,204
				11,466,815

ROADS

14	0620/01/1/14/1151	1151	LABOUR	290,000
14	0620/01/1/14/1171	1171	NEWSPAPERS & PERIODICALS	2,000
14	0620/01/1/14/1185	1185	POST & TELECOMMUNICATIONS SERV	2,300
14	0620/01/1/14/1189	1189	PRINTING & STATIONERY	1,500
14	0620/01/1/14/1191	1191	PROFESSIONAL FEES	132,000
14	0620/01/1/14/1213	1213	SMALL EQUIPMENT	135,000
14	0620/01/1/14/1217	1217	SUBSISTENCE & TRAVELLING	26,185
14	0620/01/1/14/1229	1229	UNIFORMS	238,000
				826,985
20	0620/01/1/20/1055	1055	COMPUTER	74,000
20	0620/01/1/20/1057	1057	EQUIPMENT	191,399
20	0620/01/1/20/1079	1079	PAVEMENTS	630,000
20	0620/01/1/20/1099	1099	STREETS: CLEANING	1,550,000
20	0620/01/1/20/1101	1101	STREETS: GRAVEL	4,016,815
20	0620/01/1/20/1103	1103	STREETS: PATCHING	5,700,000
20	0620/01/1/20/1105	1105	STREETS: RESEALING	10,648,160
				22,810,374

STORMWATER

14	0620/55/1/14/1185	1185	POST & TELECOMMUNICATIONS SERV	8,600
14	0620/55/1/14/1189	1189	PRINTING & STATIONERY	3,800
14	0620/55/1/14/1211	1211	SKILLS DEVELOPMENT LEVY	80,600
14	0620/55/1/14/1213	1213	SMALL EQUIPMENT	85,676
14	0620/55/1/14/1217	1217	SUBSISTENCE & TRAVELLING	14,000
14	0620/55/1/14/1229	1229	UNIFORMS	61,000
				253,676
20	0620/55/1/20/1057	1057	EQUIPMENT	655,195
20	0620/55/1/20/1093	1093	STORMWATER DRAINAGE	6,368,415
				7,023,610

ROADS & STORMWATER WORKS

14	0620/58/1/14/1101	1101	CLEANING MATERIAL	4,500
14	0620/58/1/14/1175	1175	OPERATING COST OF EQUIPMENT	380,000
14	0620/58/1/14/1177	1177	OPERATING COST OF VEHICLES	2,240,817
14	0620/58/1/14/1185	1185	POST & TELECOMMUNICATIONS SERV	1,700
14	0620/58/1/14/1189	1189	PRINTING & STATIONERY	1,679
14	0620/58/1/14/1211	1211	SKILLS DEVELOPMENT LEVY	5,500
14	0620/58/1/14/1213	1213	SMALL EQUIPMENT	30,700
14	0620/58/1/14/1229	1229	UNIFORMS	13,000
				2,677,896
20	0620/58/1/20/1053	1053	BUILDING & INSTALLATION	250,000
20	0620/58/1/20/1057	1057	EQUIPMENT	360,000
20	0620/58/1/20/1061	1061	LAND & FENCES	195,062
				805,062

WATER

14	0630/61/1/14/1083	1083	ADVERTISING FEES	14,000
14	0630/61/1/14/1141	1141	INSURANCE	29,900
14	0630/61/1/14/1185	1185	POST & TELECOMMUNICATIONS SERV	7,000
14	0630/61/1/14/1189	1189	PRINTING & STATIONERY	6,500
14	0630/61/1/14/1191	1191	PROFESSIONAL FEES	14,331
14	0630/61/1/14/1211	1211	SKILLS DEVELOPMENT LEVY	35,000
14	0630/61/1/14/1213	1213	SMALL EQUIPMENT	28,732
14	0630/61/1/14/1217	1217	SUBSISTENCE & TRAVELLING	7,000
				142,463
20	0630/61/1/20/1053	1053	BUILDING & INSTALLATION	10,010
20	0630/61/1/20/1055	1055	COMPUTER	98,832
20	0630/61/1/20/1057	1057	EQUIPMENT	83,416
				192,258

WATER SUPPLY

14	0630/66/1/14/1083	1083	ADVERTISING FEES	12,500
14	0630/66/1/14/1101	1101	CLEANING MATERIAL	11,000
14	0630/66/1/14/1121	1121	DISINFECTING & INSECTICIDE	8,500
14	0630/66/1/14/1133	1133	INDUSTRIAL FEES	1,400
14	0630/66/1/14/1141	1141	INSURANCE	100,500
14	0630/66/1/14/1175	1175	OPERATING COST OF EQUIPMENT	1,900,000
14	0630/66/1/14/1177	1177	OPERATING COST OF VEHICLES	2,391,401
14	0630/66/1/14/1185	1185	POST & TELECOMMUNICATIONS SERV	6,800
14	0630/66/1/14/1189	1189	PRINTING & STATIONERY	5,800
14	0630/66/1/14/1211	1211	SKILLS DEVELOPMENT LEVY	86,000
14	0630/66/1/14/1213	1213	SMALL EQUIPMENT	47,229
				4,571,130
20	0630/66/1/20/1053	1053	BUILDING & INSTALLATION	31,000
20	0630/66/1/20/1057	1057	EQUIPMENT	32,000
20	0630/66/1/20/1061	1061	LAND & FENCES	16,000
20	0630/66/1/20/1063	1063	MAIN-ELECTRICITY: HIGH TENSION	19,000
20	0630/66/1/20/1073	1073	MAIN-WATER	7,623,627
20	0630/66/1/20/1075	1075	MAIN-WATER: TOWER	130,000
20	0630/66/1/20/1077	1077	METERS & CONNECTIONS	3,436,613
20	0630/66/1/20/1081	1081	PUMP STATION: CIVIL	160,000
20	0630/66/1/20/1083	1083	PUMP STATION: ELECTRICAL	80,000
20	0630/66/1/20/1085	1085	PUMP STATION: MECHANICAL	120,000
				11,648,240

WATER WORKSHOP

14	0630/89/1/14/1101	1101	CLEANING MATERIAL	700
14	0630/89/1/14/1175	1175	OPERATING COST OF EQUIPMENT	3,700
14	0630/89/1/14/1177	1177	OPERATING COST OF VEHICLES	59,935
14	0630/89/1/14/1185	1185	POST & TELECOMMUNICATIONS SERV	680
14	0630/89/1/14/1189	1189	PRINTING & STATIONERY	480
14	0630/89/1/14/1211	1211	SKILLS DEVELOPMENT LEVY	9,700
14	0630/89/1/14/1213	1213	SMALL EQUIPMENT	3,080
14	0630/89/1/14/1217	1217	SUBSISTENCE & TRAVELLING	1,010
14	0630/89/1/14/1229	1229	UNIFORMS	3,909
				83,194
20	0630/89/1/20/1053	1053	BUILDING & INSTALLATION	31,000
20	0630/89/1/20/1057	1057	EQUIPMENT	147,258
20	0630/89/1/20/1061	1061	LAND & FENCES	14,000
				192,258

SEWERAGE NETWORK

14	0640/01/1/14/1101	1101	CLEANING MATERIAL	24,000
14	0640/01/1/14/1121	1121	DISINFECTING & INSECTICIDE	41,000
14	0640/01/1/14/1141	1141	INSURANCE	161,000
14	0640/01/1/14/1151	1151	LABOUR	45,000
14	0640/01/1/14/1175	1175	OPERATING COST OF EQUIPMENT	180,000
14	0640/01/1/14/1177	1177	OPERATING COST OF VEHICLES	2,445,590
14	0640/01/1/14/1185	1185	POST & TELECOMMUNICATIONS SERV	9,500
14	0640/01/1/14/1189	1189	PRINTING & STATIONERY	9,500
14	0640/01/1/14/1191	1191	PROFESSIONAL FEES	90,000
14	0640/01/1/14/1211	1211	SKILLS DEVELOPMENT LEVY	68,000
14	0640/01/1/14/1217	1217	SUBSISTENCE & TRAVELLING	5,500
14	0640/01/1/14/1229	1229	UNIFORMS	33,000
				3,112,090
20	0640/01/1/20/1053	1053	BUILDING & INSTALLATION	10,000
20	0640/01/1/20/1061	1061	LAND & FENCES	26,000
20	0640/01/1/20/1067	1067	MAIN-SEWERAGE: BLOCKED	4,429,014
20	0640/01/1/20/1069	1069	MAIN-SEWERAGE: BREAKAGE	700,000
20	0640/01/1/20/1081	1081	PUMP STATION: CIVIL	1,300,000
20	0640/01/1/20/1083	1083	PUMP STATION: ELECTRICAL	1,400,000
20	0640/01/1/20/1085	1085	PUMP STATION: MECHANICAL	1,200,000
				9,065,014

PURIFYING WORKS

14	0640/70/1/14/1099	1099	CHEMICALS	250,000
14	0640/70/1/14/1101	1101	CLEANING MATERIAL	50,000
14	0640/70/1/14/1121	1121	DISINFECTING & INSECTICIDE	25,000
14	0640/70/1/14/1141	1141	INSURANCE	170,000
14	0640/70/1/14/1149	1149	LABORATORY ANALYSIS	200,000
14	0640/70/1/14/1175	1175	OPERATING COST OF EQUIPMENT	400,000
14	0640/70/1/14/1177	1177	OPERATING COST OF VEHICLES	557,203
14	0640/70/1/14/1185	1185	POST & TELECOMMUNICATIONS SERV	12,000
14	0640/70/1/14/1189	1189	PRINTING & STATIONERY	10,000
14	0640/70/1/14/1195	1195	PURCHASES: PLASTIC BAGS	10,000
14	0640/70/1/14/1211	1211	SKILLS DEVELOPMENT LEVY	65,000
14	0640/70/1/14/1213	1213	SMALL EQUIPMENT	15,000
14	0640/70/1/14/1229	1229	UNIFORMS	60,000
				1,824,203
20	0640/70/1/20/1053	1053	BUILDING & INSTALLATION	80,000
20	0640/70/1/20/1055	1055	COMPUTER	30,000
20	0640/70/1/20/1057	1057	EQUIPMENT	100,000
20	0640/70/1/20/1059	1059	FURNITURE	2,500
20	0640/70/1/20/1061	1061	LAND & FENCES	200,000
20	0640/70/1/20/1081	1081	PUMP STATION: CIVIL	1,104,505
20	0640/70/1/20/1083	1083	PUMP STATION: ELECTRICAL	2,000,000
20	0640/70/1/20/1085	1085	PUMP STATION: MECHANICAL	1,368,728
20	0640/70/1/20/1087	1087	PURIFYING PLANT: FILT & EQUIP	1,200,000
				6,085,733

BUILDING INSPECTIONS

				-
14	0680/87/1/14/1101	1101	CLEANING MATERIAL	4,000
14	0680/87/1/14/1167	1167	MEMBERSHIP FEES	500
14	0680/87/1/14/1171	1171	NEWSPAPERS & PERIODICALS	3,500
14	0680/87/1/14/1175	1175	OPERATING COST OF EQUIPMENT	50,000
14	0680/87/1/14/1183	1183	PLANS & PRINTS	30,000
14	0680/87/1/14/1185	1185	POST & TELECOMMUNICATIONS SERV	5,000
14	0680/87/1/14/1189	1189	PRINTING & STATIONERY	15,000
14	0680/87/1/14/1211	1211	SKILLS DEVELOPMENT LEVY	35,000
14	0680/87/1/14/1213	1213	SMALL EQUIPMENT	120,000
14	0680/87/1/14/1217	1217	SUBSISTENCE & TRAVELLING	5,000
				268,000
20	0680/87/1/20/1057	1057	EQUIPMENT	4,245
				4,245

Office of the Municipal Manager: Quarterly Projections of Service Delivery Targets and Performance Indicators

OBJECTIVE	INDICATOR	PROGRAMME/PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET	QUARTER 1 30 SEP 10	ACTUAL FOR Q 1	QUARTER 2 31 DEC 10	ACTUAL FOR Q 2	QUARTER 3 31 MAR 11	ACTUAL FOR Q 3	QUARTER 4 30 JUN 11	ACTUAL FOR Q 4	
Strategic Services														
Create an efficient, effective and accountable administration	Quarterly and Annual Reports on achievement of strategic objectives and on performance information	Reporting on achievement of Organisational Objectives	100%	Quarterly		25%		25%		25%		25%		
	Development and production of IDP and Annual Report	Produce IDP and Annual reports in accordance with legal requirements	2	Annually	500 000					1			1	
		Implement guidelines and procedures for Council wide Policy Development as per project plan	100%	Quarterly	0	25%		25%		25%		25%		
		Development and Implement a code of ethics within the Municipality	100%	Quarterly		25%		25%		25%		25%		
		Implementation of Language Policy	100%	Annually								100%		
		Develop and adopt Service Level Agreements (SLAs) with relevant Units in the implementation of	100%	Quarterly		25%		25%		25%		25%		

		the Community Participation Policy											
Develop and implement an effective and efficient performance management system to monitor and evaluate the performance of the municipality and its employees through identified projects	Reports submitted to EXCO, MAYCO and Council	Monitor and evaluate the SDBIP process for the Municipality and the scorecard for the organisation	100%	Monthly		3		3		3		3	
		Implement and monitor the performance management system for senior management	100%	Quarterly		25%		25%		25%		25%	
		Develop, implement and monitor the electronic performance management systems for individuals, organisation and service providers	100%	Quarterly	350 000	25%		25%		25%		25%	
		Undertake quality assurance reviews for senior management, organisational performance	100%	Annually	100 000							100%	
Improve productivity, efficiency and effectiveness throughout the municipality		Conduct productivity interventions and develop standards of performance	100%	Half-yearly	100 000			50%				50%	
		Monitor productivity for continuous	100%	Bimonthly		25%		25%		25%		25%	

		of service delivery initiatives and reporting on											
COMMUNICATION SERVICES													
Place the municipality firmly in the public domain	Communication strategy and policy in place	Development and Implementation of communication policy and strategy	100%	Quarterly		25%		25%		25%		25%	
		Maintain existing and develop new communication tools	100%	Continuously		25%		25%		25%		25%	
		Development and implementation of a municipal wide integrated complaints management system	100%	Quarterly	100 000	50%		50%					
	New image and brand designed and marketed	Market the municipality's brand and image	100%	Continuously	300 000	25%		25%		25%		25%	
	Fully functional customer care unit	Implement a Customer Care Policy municipal wide	100%	Quarterly		25%		25%		25%		25%	
	Newsletters produced	Print 12 publications of internal newsletter per annum (2500 copies per month)	12	Monthly	40 000	3		3		3		3	
	Publications done	Print 12 publications of External newsletter per annum (10000 copies per month)	12	Monthly	1 200 000	3		3		3		3	
	SLAs with other	Develop and adopt Service Level	12	Quarterly		3		3		3		3	

		functional website as per the provisions of the law												
		Redefine and improve the municipality's IT policy												
		Create a policy for mobile and 3G use in the municipality												
		Ensure use of IT infrastructure for building the municipality's brand and image												
		Position the IT infrastructure as an added platform for communication participation												
		Ensure that IT infrastructure and platforms are used as information hub												
INTERNAL AUDIT AND RISK MANAGEMENT														
Create an efficient, effective and accountable administration	Risk management plan in place	Develop and implement an Enterprise Wide Risk Management System	1	Yearly	100 000					1				
	Frequent Internal audit reports and audit charter	Undertake Internal Audits in terms of approved Audit Charter	100	Monthly		25		25		25		25		
	Whistle-blowing policy in place	Develop policy and implement plan in relation to Whistle Blowing	1	Annually				1						
	Anti-fraud policy in place	Implement an anti-fraud policy and a response plan	100%	Quarterly		25%		25%		25%		25%		
	Performance audit reports	Performance audits, Monitoring & evaluation	100%	Quarterly		25%		25%		25%		25%		

		- Issuing permits											
Facilitate skills development in all sectors	Number of programmes to be completed	- Advanced driver training - Contractor Development Programme - Re- skilling	4	Quarterly	R100 000					2		2	
Project Development Assistance	Number of SMMEs assisted	- SMME Assistance Policy/Booklet - Development Inventory - Keep Statistical records - Research on Kick start	10	Quarterly	R100 000			3		3		4	
Upgrading of infrastructure at MIP	Infrastructure upgraded	Identification of areas - Security and fencing - Plan and design - Consultations - Cost recovery policy - Construction and	1	Quarterly	R500 000(MIG Funding)							1	

		operationalisation											
Create communication and exhibition platform for SMMEs	Number of exhibitions	SMME Summit	1	Quarterly	R200 000			1					
Public transport facilities including taxi ranks	Number of facilities upgraded	Kutlwanong Optimise Location Plan and design Identify and Prioritise		Quarterly	R2 million (MIG Funding)								
Mine Mitigation Project (Pre-feasibility study)	% completion of a number of projects	Tyre recycling Artificial Sports Construction centre of Excellence Field	3	Quarterly	External funding			1		1		1	

MINING DIVISION

OBJECTIVE	INDICATOR	PROGRAMME/PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET	QUARTER 1 30 SEP 10	ACTUAL FOR Q 1	QUARTER 2 31 DEC 10	ACTUAL FOR Q 2	QUARTER 3 31 MAR 11	ACTUAL FOR Q 3	QUARTER 4 30 JUN 11	ACTUAL FOR Q 4
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To promote gold jewellery manufacturing in Matjhabeng	Number of companies assisted	Interact with stakeholders Advise to register Business plan format Proposal format Identification of a business site Provide links with Mining Houses Set up meetings with relevant sections	2	Quarterly	R50 000							2	
To facilitate the development of identified small mining projects	Number of small scale mining projects assisted	Facilitating workshops and training to identify SSM Assist in registering a company Site visit Legalisation (application forms requirements) Consultation with the permit holder and set up meetings with the client	3	Quarterly	R50 000 (Internal) R250 00 (External)			1		1		1	
Program: Alignment of SLP and the IDP - Mining Houses	Number of mining houses involved	<ul style="list-style-type: none"> •Interact with stakeholders and mining houses •Facilitate the alignment of IDP and SLP meetings • Arrange procurement workshops for the 	2	Quarterly	External funding					1		1	

		community •Facilitate implementation and monitoring											
Utilisation of redundant mining land and infrastructure	Number of buildings identified	Identification of facilities Site visit Lease agreement R renovations quotations funding	3	Quarterly	R50 000			1		1		1	
To facilitate the reworking and rehabilitation of slime dams	Number of slime dams reworked	Facilitate the process of procurement Referral to relevant stakeholders	2	Quarterly	External funding							2	
To promote BBBEE partnership and empowerment	Number of companies assisted	•Establish a necessary network to both parties •Arrange meetings	3	Quarterly	Nil					1		2	
Hostel conversion into family units	Number of hostels converted	Facilitate implementation and monitoring	1	Quarterly	External funding			1					
Mine Mitigation Project (Pre-feasibility	% completion of a number of	Recycling of precious metals Mining Academy Mining Equipment manufacturing	4	Quarterly	External funding	1		1		1		1	

		analysis and business plans) •Construction of projects											
Review the existing Incentive Scheme	Revised incentive scheme	<ul style="list-style-type: none"> •Develop procedure for the implementation of incentives and handling of applications •Redevelop incentive scheme to cater for; 1. SMMEs 2. Special Cases (e.g. bulk services consumers) 	1	Quarterly	R500 000							1	
Economic Research Review	Final Research report submitted	<ul style="list-style-type: none"> •Develop Terms of reference •Appointment of Service Provider 	1	Quarterly	R200 000			1					
Development of LED Strategy	LED Strategy Developed and presented to council	<ul style="list-style-type: none"> •Develop Terms of Reference •Appointment of Service Provider •Presentation of LED Strategy 	1	Quarterly	R200 000							1	
Revitalization of Welkom Mall	Revitalization strategy applied	<ul style="list-style-type: none"> •Assessment of current status •Plan & design •Adoption by council •Verification of funds •Implementation 	1	Quarterly	Source external funding							1	
Air quality Investigation	Implementation of the air	<ul style="list-style-type: none"> •Consultation with AED LED •Consultation with District 	1	Quarterly	R350 000							1	

	quality plan	Environmental Health department											
DETEA DEVELOPMENT PROJECTS (Pre-feasibility study)	% completion of phases	<ul style="list-style-type: none"> • Bio-tech City in Odendaalsrus • Termination centre for National Fibre Optic network • Free State Regional Innovation System with TIA • Twinning Agreement between Welkom and Finnish City • Incubation Hub • Aviation Park • Car manufacturing (BMW & Toyota) • Infrastructure upgrade and rehabilitation programme 		Quarterly									
Construction of Multipurpose Sports Complex (Stadium)	Completion of feasibility study	<ul style="list-style-type: none"> • Facilitate the finalisation for purchasing of land • Establishment of steering committee • Facilitate development of feasibility study 	1	Quarterly	external							1	

AGRICULTURE DIVISION

OBJECTIVE	INDICATOR	PROGRAMME/PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET	QUARTER 1 30 SEP 10	ACTUAL FOR Q 1	QUARTER 2 31 DEC 10	ACTUAL FOR Q 2	QUARTER 3 31 MAR 11	ACTUAL FOR Q 3	QUARTER 4 30 JUN 11	ACTUAL FOR Q 4
Rendering assistance to emerging farmers	Number of co-operatives	- Facilitating funding for emerging	30	Quarterly	R80 000	10		10		5		5	

	to be assisted	<p>agricultural projects</p> <ul style="list-style-type: none"> -Facilitating training for agricultural projects (in collaboration AGRISETA, Department of Agriculture and other stakeholders. -Facilitating registration of legal entities. (co-operatives) - Allocating commonages to emerging farmers -Monitoring of Municipal commonages. -Liaising with the Department of Agriculture for technical assistance on commonages. 											
Provide and maintain infrastructure on municipal commonages	Number of farmers to be maintained	<ul style="list-style-type: none"> -Consultation with beneficiaries/ commonages users -Identifying infrastructure needing upgrading. -Appointing suitable contractors -Implementation. 	10	Quarterly	R500 000 (MIG)	3		3		4		0	

Promoting Land Reform (Allanridge and Odendaalsrus)	Number of commonage farms	-Consultation with beneficiaries -Identification of land -Consultation with the Department of Land reform and human Settlements. -Implementation.	2	Quarterly	Funded by the Department of Land Reform	0		1		0		1	
Promoting Agri-tourism initiatives	Number of projects completed	-Sourcing of funding. -Screening of beneficiaries for placement. -Implementation	1	Quarterly	R 5 million (External funding) R200 000 (Internal)	0	0	1	0	0	0	0	
Promoting establishment of agricultural value adding and agro-processing projects	Number of projects assisted	-Assisting existing projects in infrastructure development. -Identifying new projects. -Facilitate training for projects. -Implementation	4	Quarterly	R 300 000 (Internal) R700 000 (External)	1	0	1	0	1	0	1	
Investigate the possibility of livestock auction centre	Number of centres to be developed	-Completing the feasibility study. -Sourcing funding -Implementation	1	Quarterly	R 160 000 (Internal) R1million (External)	0	0	1	0	0	0	0	
Establishment of Agri Villages	Number of villages developed	Identification of Land/location Plan and Design Liaise with Dept. Agriculture,	1	Quarterly	R 3million	0	0	1		0	0	0	

		CoGTA Consultation with Beneficiaries											
Mine Mitigation (Pre Feasibility study)	Number of Project conducted pre feasibility studies	Fish Farming Solar – renewable farm Sunflower seed oil processing Geo-thermal energy for agro- production Bio-gas production	1	Quarterly	External strategic partners							1	

TOURISM DIVISION

OBJECTIVE	INDICATOR	PROGRAMME/PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET R	QUARTER 1 30 SEP 10	ACTUAL FOR Q 1	QUARTER 2 31 DEC 10	ACTUAL FOR Q 2	QUARTER 3 31 MAR 11	ACTUAL FOR Q 3	QUARTER 4 30 JUN 11	ACTUAL FOR Q 4
Marketing Matjhabeng as a tourism destination	Number of destination branding created Number of brochures produced Number of marketing tools used	Brand identification and strategy Brand launch Implementation (Brand roll-out plan) • Brochures • Shows • Adverts (bill boards, print	4	Quarterly	R600 000 R200 000 R400 000	1		1		1		1	

		media											
To promote tourism awareness and education	Number of tourism awareness campaign conducted	Identification of stakeholders Needs analysis Roll out (workshops)			R100 000	1		1		1		1	
Tourism month	Number of activities implemented	Service excellence Awards Destination branding launch Jazz Festival	3	Quarterly	R400 000 (internal) R3 million (external funding)	3							
Upgrading of Welkom showgrounds	Budget spent on upgrading of critical infrastructure	Feasibility study and business plan Plan and design (infrastructure) Source funding Implementation Formulation Management structure	2	Quarterly	R200 000 R3 million (external funding)							2	
Tourism Information Signage	Number of signage erected	Identification of stakeholders Alignment with national legislation	5	Quarterly	R300 000							5	
Develop Old Sanco office into a Historical site	% completion of project	Consultation with stakeholders Alignment with national legislation Draw terms of	1	Quarterly	R1 million							1	

		reference											
Mine Mitigation (pre-feasibility study)	% completion of projects	Mine related tourism Phakisa race track related tourism	2	Quarterly	External funding							2	

FACILITY MANAGEMENT DIVISION													
OBJECTIVE	INDICATOR	PROGRAMME/PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET R	QUARTER 1 30 SEP 10	ACTUAL FOR Q 1	QUARTER 2 31 DEC 10	ACTUAL FOR Q 2	QUARTER 3 31 MAR 11	ACTUAL FOR Q 3	4 QUARTER 30 JUN 11	ACTUAL FOR Q 4
To be a leader in the market facility	Renovations and upgrading of facilities	Welkom Fresh Produce Market upgrade	1	Monthly	250 000	1	1	0	0	0	0	0	0
To provide benefit to investors, visitors and consumers with efficient and cost effective infrastructure, service that comply with international standards	Upgrading and renovation	Welkom Airport Run way surfacing and building upgrade	2	Quarterly	2,4 mil (not in the IDP & Budget)	0	0	1	0	1	0	0	0
To provide unique centres where performance and tourism trading take place.	Upgrading of flood lights and stadia pavilion	North West Rugby Stadium Revitalisation	2	Quarterly	R2 mil (not in the IDP & Budget)	0	1	0	0	1	0	0	0
To provide friendly access to commuters and operators.	Taxi Ranks	Rehabilitation of facilities	4	Quarterly	R8 mil	1	0	1	0	1	0	1	0

SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS ELECTRICAL ENGINEERING SERVICES													
OBJECTIVE	INDICATOR	PROGRAMME / PROJECT	ANNUAL TARGET	REPORTING FREQUENCY	OPERATING BUDGET	QUARTER 1 30 SEP 2010	ACTUAL Q1	QUARTER 2 31 DEC 2010	ACTUAL Q2	QUARTER 3 31 MARCH 2011	ACTUAL Q3	QUARTER 4 30 JUN 2011	ACTUAL Q4
ELECTRICAL ADMINISTRATION													
Electrical income generation	Maintain distribution losses under 10%	Manage and control electrical losses	10%	QUARTERLY	General Expenses: R2,742,327 Repair & Maintenance: R5,102,562	10%		10%		10%		10%	
Adherence of quality of supply regulations	Installation of required hardware & software to adhere to 047 & 048 NRS regulations	Implement quality of supply regulations	16	QUARTERLY		4		8		12		16	
Administration of Load control systems	Implementation in 4 towns estimated annual saving to Council R9.2 Million	Implement and apply Demand Side Management	60%	QUARTERLY		60%		60%		60%		60%	
Adherence of National Electricity Regulations	Compilation of Annual NERSA reports & maintaining of Databases	Comply with NERSA Licensing requirements	10%	QUARTERLY		10%		10%		10%		10%	
Adherence to the OHS Act	Continuously to ensure that a safe working environment is maintained and 184320 accident free working hours are annually reached	Implement statutory legislations of the OHS 85/93 safety requirements	184320 accident free hours	QUARTERLY		46080		92160		138240		184320	
Planning departmental Projects and cost estimations	Continuously 75 projects were identified on the IDP program that must be executed over a three year period	Planning and Designing of Capital projects	6 Projects	QUARTERLY		0		2		3		6	
HR and training of personnel	36 Personnel	Integrated Personnel development plan	36	QUARTERLY		9		18		27		36	
Control of departmental budgeted, expenditure & administration functions	Continuous	Budget control	100%	QUARTERLY		100%		100%		100%		100%	
ELECTRICAL DISTRIBUTION													
Implementation of annual maintenance programs	Annual maintenance of 808 substations	Administration of annual maintenance programs	564 substations	QUARTERLY	General Expenses: R1,100,196 Repair & Maintenance: R11,599,573	141		282		423		564	
Electrical metering systems	Annual maintenance of 24235 electrical meters	Maintain electrical metering systems	1088 electrical meters	QUARTERLY		992		544		816		1088	
Maintaining of load control systems	Implementation in 4 towns estimated annual saving to Council R9.2 Million	Maintain load control systems	80	QUARTERLY		20		40		60		80	
Conduction of electrical permanent and temporary connections	Continuous approximately 480 temporary and permanent connections are made annually	Conduct Connection	61	QUARTERLY		15		20		35		61	
Semi- perms and disconnections	240 Permanent disconnections are executed annually	Conduct Disconnections	41	QUARTERLY		10		20		30		41	
Reaction on break down situations	6000 call outs	Electrical breakdown responses											
	180 Large breakdowns are executed annually		2158	QUARTERLY		539		1078		1617		2158	

132KV DISTRIBUTION												
Annual Repair and maintenance program 132 kV Electrical distribution installations	Continuous maintenance of 250 MVA 132 kV electrical distribution installation	Maintain 132kV distributions	132	QUARTERLY	General Expenses: R80,889 Repair & Maintenance: R1,924,467	33	66	99	132			
Maintaining of SCADA Systems	Ensure safe distribution of 691977 MWh to End Users	Maintain Scada systems	54	QUARTERLY		13	26	39	54			
Maintaining of protection and monitoring systems	For 808 substations	Administrative monitoring Systems	48	QUARTERLY		12	24	36	48			
STREETLIGHT MAINTENANCE												
Implementation of maintenance program for all public lighting and streetlights	Maintenance of 29558 street lights 194 High mast lights	Administrative Streetlight maintenance program	3204	QUARTERLY	General Expenses: R3,145,997 Repair & Maintenance: R621,679	801	1602	2403	3204			
Repair and Maintenance of streetlight and public lighting	Maintenance of 29558 street lights 194 High mast lights. Annual maintenance ratio is 30%.	Repair and Maintenance streetlight installations	3204	QUARTERLY		801	1602	2403	3204			
ELECTRICAL WORKSHOPS												
Implementation of annual maintenance program for substations, mini substations and general electrical distribution network systems	For 808 substations that must serviced as required by the act once a year	Administrative substation maintenance program	382	QUARTERLY	General Expenses: R1,213,051 Repair & Maintenance: R317,837	90	180	270	382			
Repair and maintenance of electrical installation of Council property as to SANS 10142 regulations	Continuous on request in all town of the Matjhabeng Municipality	Maintain of Council Buildings electrical installations	120	QUARTERLY		30	60	90	120			
Maintenance of air conditioner installation	Continuous on request as air-condition units malfunction	Maintain Air-condition installations	40	QUARTERLY		10	20	30	40			
Maintenance of substations buildings	Maintain 808 electrical substations and infrastructure annually	Maintain substation buildings	32	QUARTERLY		8	16	24	32			
Maintenance on pump station electrical installations	11 Sewerage Purification plants	Maintain pump station installations										
	60 Pump stations installations		36	QUARTERLY		9	18	27	36			

REVENUE PROTECTION

Implementation of random inspection program to all installed electrical meters	Inspection of 24235 electrical consumer electrical connections once every year	Implementation of the Revenue protection program	2188	QUARTERLY	General Expenses: R850,269 Repair & Maintenance: R73,981	547	1094	1641	2188
Provide a visual presence in the community regarding the theft of electricity and tampering	Continuous: visual presence must be kept in the community	Debt collections	82	QUARTERLY		20	40	60	82
Repairs and maintenance to electrical inductive and pre-paid meters	Continuous 1371 pre-paid and 2400 inductive electrical meters are repaired or replace annually	Implement electrical metering maintenance program	3771	QUARTERLY		942	1884	2826	3771
Scrutinizing of consumer accounts regarding tampering	500 theft cases handled annually	Auditing services accounts	500	QUARTERLY		125	250	375	500
To execute disconnections and reconNECTIONS	11249 dis- and re-connections are executed annually	Disconnections and reconNECTIONS	11249	QUARTERLY		2812	5624	8436	11249
			11249			2812	5624	8436	11249
Auditing of all electrical installation	An Audit of 24235 electrical consumer electrical installations must be conducted once every year in regard to the SANS 0148 regulations	Adherence to Electrical Installations regulations	24235	QUARTERLY		6058	12117	18175	24235

INTERNAL AUDIT PLAN

FINANCIAL YEAR 2009/10

RISK PER COMPONENT

WORK SCHEDULED

FINANCIAL AUDITING

RISK SCORE Year 1 Year 2 Year 3

CYCLE : REVENUE

AUDITABLE AREAS

COMPONENT

Audit project number
1
2
3
4
5
6
7
8
9
44
46

Permanent File no.
A1
A2
A3
A4
A5
A6
A7
A8
A9
G1
G3

AUDITABLE AREAS	COMPONENT
Revenue	Other Income
Revenue	Traffic fines
Revenue	Deposits
Revenue	Receipting
Revenue	Rates and Taxes
Revenue	Renatal deposit
Revenue	Direct income and rentals
Revenue	Penalty Interest
Revenue	Rental income
Revenue	Sales of land
Revenue	Disposal of capital assets

38 YES YES YES
35 YES YES YES
40 YES YES YES
38 YES YES YES
34 YES YES YES
38 YES YES YES
38 YES YES YES
32 YES YES YES
38 YES YES YES

CYCLE : EXPENDITURE

AUDITABLE AREAS

COMPONENT

10
11
12
13
47
14
15
16
17

B1
B2
B3
B4
G4
C1
C2
C3
C4

AUDITABLE AREAS	COMPONENT
Purchase and payables	Payment Authorisation
Expenditure	Vat-consumer
Purchase and payables	Procurement requirements
Purchase and payables	Tenders
Expenditure	Debts written-off
Employee Cost	Salaries and wages.
Employee Cost	Allowances
Employee Cost	Overtime
Employee Cost	Annual leave

40 YES YES YES
28 NO YES YES
40 YES YES YES
40 YES YES YES
38 YES YES YES
40 YES YES YES
40 YES YES YES
40 YES YES YES

CYCLE : ASSETS

AUDITABLE AREAS

COMPONENT

18
19
20

21
22
23
45

D1
D2
D3

D4
D5
D6
G2

AUDITABLE AREAS	COMPONENT
Assets Management	Additions
Assets Management	Disposals
Assets Management	Asset Register
Inventory	Petrol,diesel and oil
Current Assets	Cash and bank
Long term Assets	Long term Debtors
Debtors	Indigent Debtors

28 NO NO YES
28 NO NO YES
36 YES YES YES
40 YES YES YES
40 YES YES YES
26 NO YES YES

COMPLIANCE AUDITING

AUDITABLE AREAS

COMPONENT

24
25
26
27
28
29
30
31
32
33
34
43

E1
E2
E3
E4
E5
E6
E7
E8
E9
E10
E11
F9

AUDITABLE AREAS	COMPONENT
Municipal Structures Act No. 117 of 1998	Council meetings
Municipal Structures Act No. 117 of 1998	Council quorums
Municipal Systems Act 32 of 2000	Service Delivery Agreement
Municipal Systems Act 32 of 2000	AG Reports
Municipal Systems Act 32 of 2000	Customer Care
Municipal Systems Act 32 of 2000	Managers Contracts
Municipal Systems Act 32 of 2000	Managers Appointment
Municipal Systems Act 32 of 2000	Official website
Water Services Act no. 108 of 1997	IDP
MFMA	Mayers Responsibilities
MFMA	Budget Process
Division of Revenue Act	Duties of accounting authorities in respect of schedule 4,5,6 allocations.

14 NO YES YES
14 NO YES YES
22 NO YES YES
34 YES YES YES
18 NO NO YES
22 NO NO YES
22 NO NO YES
16 NO NO YES
22 NO NO YES
16 NO NO YES
28 NO YES YES
30 YES YES YES

PERFORMANCE AUDITING

AUDITABLE AREAS

COMPONENT

35
36
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AUDITABLE AREAS	COMPONENT
Intergrated Development Plan	Development of IDP
Intergrated Development Plan	Development and implementation of PMS
Intergrated Development Plan	Development and implementation of KPI
Intergrated Development Plan	Setting targets for KPI
Intergrated Development Plan	Actual service delivery process
Intergrated Development Plan	Internal monitoring
Intergrated Development Plan	Performance measurement and monitoring
Intergrated Development Plan	Revision of strategies and objectives

12 YES YES YES
30 YES YES YES
12 NO NO YES
12 NO NO YES
12 NO NO YES
12 NO NO YES
30 YES YES YES
12 NO NO YES

	HIGH RISK AREA
	MEDIUM RISK AREA
	LOW RISK AREA

INTERNAL AUDIT PLAN

INTERNAL AUDIT RISK ANALYSIS

RISK ANALYSIS METHODOLOGY

Each year, the Internal Auditing Department prepares risk analysis, as required by the Standards for the Professional. Its plan of engagements should be based on risk assessment, undertaken at least annually, and that the input of senior management is considered in this process. Risk is defined as the probability that an event or action may adversely affect the municipality.

The purpose of our risk analysis is to develop an audit plan for performing audit projects in risk areas over a specified municipality, to prioritize audit projects by the level of risk, to use our audit staff and time in an effective and efficient manner, and extent of audit steps and procedures in direct relation to the amount and the nature of the risk.

The risk methodology we use consists of three phases:

- (1) Identification of auditable areas
- (2) Input from the management
- (3) Risk analysis

We have also considered an auditable area's impact on the accomplishment of the municipality's goals and objectives. Matters that we consider in establishing the work schedule priorities include:

- (a) The date and the results of the last audit
- (b) Compliance
- (c) Quality of internal control system
- (d) Management accountability.
- (e) Liquidity
- (f) Auditor-General previous audit finding.
- (g) Management request
- (h) Auditor's preference

LEVELS OF RISK

HIGH RISK AREAS : more than 30 and above

MEDIUM RISK AREAS : more than 20 but less than 30

LOW RISK AREAS : from 0 to 20

RISK ANALYSIS

In the attached Risk Analysis, we assigned levels of risk by use of a number rating system. The first step was to define risk factors :

(a) **Reason for the audit** : Each auditable area was assigned a value of 5 for one of the following reasons: auditor perception of the impact of the compliance issues, knowledge of management practices, result of the last audit and public relations etc.

(b) **Administrative oversight** : We decided on the following factors to assess oversight risk :

(1) budgeted sources of funds (2) budgeted uses of funds (3) total expenditure (4) *total assets values* .

Values were assigned from 0 to 10 (0-< R 10, 000,000.00, 1 to 9-increments 10->R10,000,000.00)

© **Date last audited** : Values assigned for the date last audited were from 0 to 10. A value of 10 was assigned for an area audited 10 or more years ago. Values below 10 were assigned based on how many years since the last audit.

All risk factors for each auditable area were combined resulting in a total risk factor. All auditable areas with a total risk factor of 10 or more are included in the three year audit schedule in the Internal Audit Plan.