

RECONCILIATION OF IDP & BUDGET									SERVICE DELIVERY QUARTERLY PROJECTIONS				
Strategic objective no	KPA	Strategic Objective (IDP)	Strategies	Programmes/ Projects	Performance Indicator	Baseline (Previous Year actual)	Annual Target	Q 1	Q 2	Q 3	Q 4	Responsible person	Budget
6.2 DEPARTMENT: FINANCIAL SERVICES													
6.2.1 BUDGET OFFICE													
1	Financial management and viability	To ensure the alignment of the Municipal budget with the IDP annually	Development of the IDP aligned annual budget document	Table Draft Annual Budget to council by 31 March 2013 and the Final Budget for approval by 31 May 2013.	Availability of Council resolution adopting the budget	Budget adopted by due date	Realistic draft budget adopted by 31/03/2013	N/A	N/A	Budget adoption 31/03/13	N/A	CFO	R 0.00
2		To ensure monitoring of annual budget	Produce monthly budget reports	Full Compliance with section 71 of the MFMA	Number of monthly budget reports tabled	12	12 reports tabled within 10 working days of month end	3	3	3	3	CFO	R 0.00
3		To ensure public is consulted on budget	To consult public on budget	Budget Roadshows as part of Public consultation processes	Number of Budget Roadshows held	10	10 budget road shows	achieved	10	10	N/A	CFO	120 000.00
		To ensure public is consulted on tariffs	To Consult public on tariffs	MPRA Public Consultative meetings	Number of consultative meetings held	10	10 meetings					CFO	
4		To ensure sound management of municipal bank accounts	Timeous submission of banking details	Full compliance with sections 9 of the MFMA	Date submission of all bank account details in terms of section 9 of the MFMA	banking details submitted by due date	Submission by 30 June 2013	N/A	N/A	N/A	Submission by 30 June 2013	CFO	R 0.00
5		To ensure timeous submission of budget to National and Provincial	Timeous submission of budget	Full Compliance with section 24 of the MFMA	Date of submission of Budget to both National and Provincial Treasury	budget submitted by due day	Submission by 31 May 2013	2				CFO	R 0.00
		To ensure sound control over environment management information	Compliance with relevant legislation	Monthly checklist ensuring compliance with section 52(d)	Number of Quarterly financial reports to Council, within 30 days of the end of each quarter.	4	GRAP compliant fixed asset register.	1	1	1	1	CFO	
7		To ensure sound internal controls over asset management	Regular asset and inventory counts	Quarterly asset and inventory count and reconciliation in compliance with sections 63(1) and (2) of the MFMA.	Updated and credible Asset Register	1	6 monthly budget statements tabled by 25/01/2013	1	1	1	1	CFO	0.00
8		To ensure monitoring of annual budget implementation	Timeous monitoring of budget	Full compliance with Section 72 of MFMA	Number of 6 monthly budget statements completed	1	AFS submitted to AG by 31/08/2012	0	0	31/01/2013	0	CFO	0
9		To ensure sound financial management of the municipality	Timeous submission of the AFS	Timeous submission of Annual Financial Statements	Date submission of AFS	Submission by due date	Adjustment Budget tabled to Council by 30/01/2013	31/08/2012				CFO	0
10		To ensure monitoring of annual budget implementation	Timeous monitoring of budget	Tabling of adjustment budget	Date Adjustment Budget tabled to Council	Tabling by due date	12 meetings			25/01/2013		CFO	0
11	Institutional Transformation & Development	To ensure sustainable institutional capacity	Create sustainable institutional capacity	Departmental meetings	Number of meetings conducted	12		3	3	3	3	CFO	0
6.2.2													
12	Financial management and viability	To provide assistance to people who cannot afford to pay for services	Register all the indigent people	Implementation of the Indigent Policy	Number of households earning less than R1100 with access to free basic services	5288	85%	5288	5288	5288	5288	CFO	0
13		To ensure collection of aged debt	Implement debt collection plan	Debt Collection	% increase on debt collection	76%	85%	15%	35%	65%	85%	CFO	0
14		To improve collection against aged debt	Develop and implement a revenue enhancement strategy	Implementation of the debt collection plan	% increase/ growth in revenue collected		5%	85%	100%	100%	100%	CFO	0
15		To ensure accurate monthly billing for services rendered	Accurately bill consumers for consumption	Accurate Consumer Billing	Number of complaints received on inaccurate accounts		2350 accounts per month	5%	5%	5%	5%	CFO	0
			Billing of customers	Number of customers	2350	12 reports	7050	7050	7050	7050	7050	CFO	0
16		To ensure sound financial management of the municipality		DORA grants	Number of DORA reports on all grants received	12	Payroll completed before the 25 th	3	3	3	3	CFO	0
17		To ensure sound financial management of the payroll	Accurate and timeous payment of salaries	Payroll	Date timeous and accurate completion of payroll	Payment by due date	25 th of each month	Payroll completed before the 25 th of each month	Payroll completed before the 25 th of each month	Payroll completed before the 25 th of each month	Payroll completed before the 25 th of each month	CFO	0
6.2.3													
18	Financial management and viability	To facilitate timeous Payment of Creditors	Submission of invoices on time	Payment of Creditors	% of creditors paid on time	30 days on receipt of invoice	60%	100% ongoing	100% ongoing	100% ongoing	100% ongoing	CFO	0
		To ensure compliance with the Supply Chain Management Policy	Implementation of the 2011 SCM Regulations	Revise preference points in favour of the BBEE level	% of work awarded to targeted levels	60%	4 reports	60% ongoing	60% ongoing	60% ongoing	60% ongoing	CFO	0
			SCM implementation reports	Number of Signed schedule	4	30/06/2013	1	1	1	1	1	CFO	0
			Implementation of Anti-corruption	Anti-corruption strategy		30/06/2013	N/A	N/A	N/A			CFO	0