

DEPARTMENT: Budget and Treasury

KPA: Municipal Transformation and Organisational Development/Institutional Development Perspective

KPA Weight 20%

IDP Priority Area	IDP Objective	Obj code	IDP Strategy	IDP Indicator (KPI)	Ind code	Weight	Activity/Project	Budget Allocated	Vote Number	Baseline	Q1 Deliverable Target	Q1 Financial Target	Q2 Deliverable Target	Q2 Financial Target	Q3 Deliverable Target	Q3 Financial Target	Q4 Deliverable Target	Q4 Financial Target	Annual Deliverable Target	Annual Financial Target	Custodian		
Budget Reform	To ensure sound and sustainable management of municipal finances	IF MT OBJ 2	Adherence and conform to new budgeting systems as per National Framework and Treasury Regulations	Budget compliance with financial systems (GRAP)	IF MT OBJ 2 IND 1	3	Align budget format	100 000	88 03 803 223 69	Adopted budget	0	0	0	0	0	0	0	0	0	0	100 000	Asst Director Budget	
Supply Chain Management	Ensure ADM has streamlined efficient Supply Chain Management processes	IF MT OBJ 5	Review Supply Chain Management Policy	Adopted Supply Chain Management Policy	IF MT OBJ 5 IND 1	5	Internal review and legal compliance check			Supply Chain Management Policy	0	0	0	0	0	0	0	0	0	0	0	0	Asst Director SCM
			Develop procurement plan	Adopted Procurement Plan	IF MT OBJ 5 IND 2	4	Consolidate the 7 different departmental procurement plans			0	Approve consolidated plan	0	0	0	0	0	0	0	0	0	0	0	0
Revenue Enhance ment	To ensure that ADM remains financially viable	IF MT OBJ 14	Review Donor Management Strategy	Adopted Reviewed Donor Management Strategy	IF MT OBJ 14 IND 1	2	Service Provider to identify potential donors and funders for specific funding requirements	0		6 proposals	0	0	0	0	0	0	0	0	0	0	0	0	Chief Financial Officer
			Develop Revenue Enhancement Strategy	Adopted Revenue Enhancement Strategy	IF MT OBJ 14 IND 2	2	DMWE Revenue Enhancement	600,000	980680634069	Draft strategy	Review draft strategy	0	0	0	0	0	0	0	0	0	0	0	Chief Financial Officer
			Review Water and Sanitation Policies and by-laws	Adopted Reviewed Indigent Policy	IF MT OBJ 14 IND 3	3	Indigent Policy implementation	800,000	980680633969	Indigent Policy	Draft policy	0	0	0	0	0	0	0	0	0	0	0	Deputy Director Revenue
			Adopted Reviewed Credit Control and Debt Management Policy	IF MT OBJ 14 IND 4	3	Credit control and debt management policy implementation	part of above R300 000	980680633969	Credit control and debt management policy	Draft policy	0	0	0	0	0	0	0	0	0	0	0	0	0

KPA: Good Governance and Public Participation /Governance Process Perspective

KPA Weight 15 %

IDP Priority Area	IDP Objective	Obj code	IDP Strategy	IDP Indicator (KPI)	Ind code	Weight	Activity/Project	Budget Allocated	Vote Number	Baseline	Q1 Deliverable Target	Q1 Financial Target	Q2 Deliverable Target	Q2 Financial Target	Q3 Deliverable Target	Q3 Financial Target	Q4 Deliverable Target	Q4 Financial Target	Annual Deliverable Target	Annual Financial Target	Custodian		
Strategic Planning	To ensure strategic development contextualised planning process in line with local government KPA	IF GG OBJ 10	Completion of the annual financial statements	Audited Financial Statements	IF GG OBJ 10 IND 7	4	20 Grap Standards to be implemented in the preparation of the AFS.	212 000	880380328569	07/08 Annual Financial Statements	0	0	0	0	0	0	0	0	0	0	0	0	Assistant Director Accounting & Reporting
		IF GG OBJ 10	Develop and Review Annual Budget in line with the IDP	Adopted Budget	IF GG OBJ 10 IND 3	3	Alignment of budgeting and reporting templates. Implementation of the Municipal Treasury Regulations. Convert the ledger structure	60 000	880380321569	09/10 Budget	Adopted process plan	0	0	0	0	0	0	0	0	0	0	0	0

KPA: Service Delivery and Infrastructure Development/Service Delivery Perspective

KPA Weight 15 %

IDP Priority Area	IDP Objective	Obj code	IDP Strategy	IDP Indicator (KPI)	Ind code	Weight	Activity/Project	Budget Allocated	Vote Number	Baseline	Q1 Deliverable Target	Q1 Financial Target	Q2 Deliverable Target	Q2 Financial Target	Q3 Deliverable Target	Q3 Financial Target	Q4 Deliverable Target	Q4 Financial Target	Annual Deliverable Target	Annual Financial Target	Custodian			
Supply Chain Management	To ensure ADM has streamlined and efficient Supply Chain Management process.	IF SD OBJ 1	Monitor implementation of procurement plan	Number of corrections made to deviations by departments	IF SD OBJ 1 IND 1	4	Monthly Reports	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	Asst Director SCM	
			Cleanse the databases of service providers	Number of cleansed databases	IF SD OBJ 1 IND 2	3	Consultants general database cleansing SCM	250,000	88 03 803 220 69	3 databases	Appoint Service Provider	0	0	0	0	0	0	0	0	0	0	0	0	Asst Director SCM
			Maintenance of Contracts Register	A register maintained reflecting all information regarding contracts awarded	IF SD OBJ 1 IND 3	3	Maintenance of contract register	20 000	25 25 105 005 00	0	Supporting documentation checklist	20 000	0	0	0	0	0	0	0	0	0	0	0	Asst Director SCM
Asset management	To ensure that all assets (INFRA)owned by ADM are captured on the asset register annually	IF SD OBJ 2	Recording of the valuation of infrastructure assets physically verified by OAM	Updated Fixed asset register	IF SD OBJ 2 IND 1	4	Valuation of medium and low confidence schemes completed	0	0	Fixed asset register	0	0	0	0	0	0	0	0	0	0	0	0	Deputy Director Accounting & Reporting	
			Physical verification and condition assessment of all assets annually	Updated Fixed asset register	IF SD OBJ 3 IND 2	3	Impairment assessment and condition analysis	80 000	88 03 803 216 69	0	0	80 000	0	0	0	0	0	0	0	0	0	0	0	Deputy Director Accounting & Reporting
			Water stock on hand determined at year end based on engineering best practice	Water stock on hand per scheme	IF SD OBJ 2 IND 3	3	Service provider to determine water stock on hand	300 000	88 03 803 224 69	water stock on hand	0	0	300 000	0	0	0	0	0	0	0	0	0	0	Assistant Director Accounting & Reporting
Indigent support	To ensure all indigent consumers qualifying for subsidies are registered by June 2012	IF SD OBJ 3	Develop an indigent register	Complete indigent register	IF SD OBJ 3 IND 1	3	Urlike community members to do house to house campaign to complete registration for indigent status on a completed items book. Targeting 24 000. Spill per ward per town within each LM.	1 000 000	88 03 803 218 69	5 000 indigents already identified	4 000	166 667	7 000	291 667	7 000	291 667	6 000	250 000	Complete indigent register	1 000 000	Deputy Director: Revenue			

KPA: Municipal Financial Viability and Management / Financial Management Perspective

KPA Weight 45 %

IDP Priority Area	IDP Objective	Obj code	IDP Strategy	IDP Indicator (KPI)	Ind code	Weight	Activity/Project	Budget Allocated	Vote Number	Baseline	Q1 Deliverable Target	Q1 Financial Target	Q2 Deliverable Target	Q2 Financial Target	Q3 Deliverable Target	Q3 Financial Target	Q4 Deliverable Target	Q4 Financial Target	Annual Deliverable Target	Annual Financial Target	Custodian	
Revenue Enhancement	To ensure that ADM remains financial viable	F FV OBJ1	Implement accurate municipal billing system	No of cleansed LM debtor databases	F FV OBJ1 IND 1	5	Database cleansing	7 380 806	88 03 803 226 69		0	2 local municipalities - Nkonkobe, Mquma	2 108 802	2 local municipalities - Amathali, Great Kei	2 108 802	2 local municipalities - Neuba, Ngushwa	2 108 802	1 municipality Mbahse	1 054 401	7 cleansed LM databases	7 380 806	Deputy Director: Revenue
Financial Management	To ensure a sound and sustainable management of financial affairs of the District in line with National and Provincial norms and standards	F FV OBJ2	Review Financial Plan	Reviewed financial plan in line with the IDP	F FV OBJ2 IND 1	3	Review financial plan	0		Financial plan contained in IDP	Update aspects of financial plan	0	Consolidate elements of financial plan	0	Draft financial plan	0	Adopted financial plan	0	Reviewed financial plan	0	Chief Financial Officer	
			Review Tariffs policy	Reviewed tariff policy	F FV OBJ2 IND 2	4	Review tariff policy	0		Draft tariff policy	Adopt policy	0	Implementation	0	Implementation	0	Implementation	0	Reviewed tariff plan	0	Deputy Director: Revenue	

KPA: Local Economic Development / Municipal Development Perspective

KPA Weight 5%

IDP Priority Area	IDP Objective	Obj code	IDP Strategy	IDP Indicator (KPI)	Ind code	Weight	Activity/Project	Budget Allocated	Vote Number	Baseline	Q1 Deliverable Target	Q1 Financial Target	Q2 Deliverable Target	Q2 Financial Target	Q3 Deliverable Target	Q3 Financial Target	Q4 Deliverable Target	Q4 Financial Target	Annual Deliverable Target	Annual Financial Target	Custodian	
Indigent support	To ensure all indigent consumers qualifying for subsidies are registered by June 2012	F LED OBJ 1	Utilise communities in indigent campaign	Amount spent on wages incurred	F LED OBJ 1 IND 1	2	Utilise community members to do house to house campaign to complete registration for indigent status on a completed forms basis. Targeting 24 000. Split per ward per town within each LM.	1 000 000	88 03 803 218 69		0	250 000	250 000	250 000	250 000	250 000	250 000	250 000	250 000	1 000 000	1 000 000	Deputy Director: Revenue