

UGU DISTRICT MUNICIPALITY
REVISED 2015/2016
SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN

SDBIP REF.	IDP REF.	National KPA	Programme	Measurable Objective / Output (PROJECT)	Locality	Baseline/ Status Quo	Annual KPI: Output	KPI Measure	Annual Target	Actual Target Achieved	Annual Budget	Budget Spent	Budget Remaining	Progress; Challenges And Remedial Action				POE
														Progress (Achieved/ Not Achieved)	Blockages/ Challenges	Measures to Improve Performance	Revised Timeframe To Achieve Target	
TREA-1	MFVM 5	Financial Viability and Managemen t	Financial Improvement Plan	Liquidity Ratio	NA	01:01	Improved Liquidity ratio	Ratio	1.5:1	2.42:1	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	S71 reports and calculations
										N/A								
TREA-2	MFVM 1		Clean Audit	Attainment of Unqualified Report	N/A	Unqualified	Unqualified Report attained	Date	31-Jan-16	31-Jan-16	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	AG Audit Report
										n/a								
TREA-3	MFVM 8		Supply Chain management	Reduction of irregular Expenditure	N/A	8%	Irregular expenditure as a percentage of total actual expenditure	Percentage	1.5	0.48	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	Register of irregular expenditure
											N/A							
TREA-4				Stock control	N/A	2	Stock takes conducted	Number	3	3	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	Stock take report
											N/A							
TREA-5				Vendor Management	N/A	Jul-13	Vendor database reviewed	Number	12	12	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	Exception report
											N/A							
TREA-6				Demand Management	N/A	Nil	Procurement Plan approved	Date	30-Jun-16	30-Jun-16	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	Resolution fr Adoption, Manco/ Extended Manco
											N/A							
TREA-7	MFVM 8		Contract Management	Awarding of Contrats	N/A	90 days	Contracts awarded	Turnaround time	75 days	103	R 0.00	N/A	N/A	NOT ACHIEVED	Vehicle were going to be procured through the National Treasury Transversal Contract but ended up using the S36 SCM process and the sittings of the Tribunal took long to sit.	will organise special meetings with bid committees to take care of the number of days to award and the scm policy have been amended objections will be handled internally before forwarded to Provincial Treasury Tribunal.	As and when required	Tender Tracking Register
											N/A							
TREA-8				Updates of contract register	N/A	Nil	Contract register updated	Number	12	12	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	Contract register
											N/A							
TREA-9	MFVM 4		Asset Management	Updated and GRAP compliant Asset Register	N/A	1	Timely & Accurate movable Asset Verification done	Number	4	4	R 0.00	N/A	N/A	ACHIEVED	N/A	N/A	N/A	Updated Asset register and appendices
											N/A							
TREA-10															Immovable Asset Verification done	Date	30-Jun-16	
								N/A										

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REF.														Progress (Achieved/ Not Achieved)	Blockages/ Challenges	Measures to Improve Performance	Revised Timeframe To Achieve Target	
TREA-11	MFVM 4				N/A	Annually	Accurately Updated Asset Register	Number	12	12	R 0.00	N/A	N/A	ACHIEVED	N/A	N/A	N/A	Asset register Appendix
TREA-12	MFVM 3				N/A	Nil	Disposal of assets co-ordinated in liaison with SCM	Number	1	1	R 0.00	N/A	N/A	ACHIEVED	N/A	N/A	N/A	Letter of award, Council Resolution and Advert
TREA-13	MFVM 10		Revenue Management & Enhancement	Increased Revenue	N/A	86%	Increased collection of current debt ratio	Percentage	85%	91%	R 0.00	N/A	N/A	ACHIEVED	N/A	N/A	N/A	Debt collection dashboard report
TREA-14					N/A	Nil	Overdue debts reduced	Percentage	20	0	R 0.00	N/A	N/A	NOT ACHIEVED	Inaccurate book debt as not all meters have been read, shortage of technical personnel to do restrictions and disconnections	Implementation of the Debt Reduction Strategy	30/06/2016	Debtors age analysis
TREA-15					N/A	10%	Urban accurate billing	Percentage	85	82	R 0.00	N/A	N/A	NOT ACHIEVED	Meter Audit project in progress & service provider has not been able to complete reading all the areas	Monitoring of on-going contract by the service providers who read and audit the meters	Monthly	Readings report
TREA-16					N/A	10%	Rural accurate billing	Percentage	50	12	R 0.00	N/A	N/A	NOT ACHIEVED	Meter Audit project in progress & service provider has not been able to complete reading all the areas	Monitoring of on-going contract by the service providers who read and audit the meters	Monthly	Readings report
TREA-17					N/A	86%	Completeness of Billing in all areas	Percentage	90%	99%	R 0.00	N/A	N/A	ACHIEVED	N/A	N/A	N/A	Bill exception report
TREA-18	MFVM 11		Expenditure Management	Creditor Payment	N/A	40	Creditors paid in time	Turn Around Time	30	30	R 0.00	N/A	N/A	ACHIEVED	There are still outstanding invoices with disputes	N/A	N/A	Creditors age analysis
TREA-19	MFVM 9			Unauthorised, Fruitless and Wasteful Expenditure	15%	Controlled Fruitless and Wasteful Expenditure as a % of Total Actual Expenditure	Percentage	1%	0%	R 0.00	N/A	N/A	ACHIEVED	N/A	N/A	N/A	Register of fruitless and wasteful expenditure and Calculations	
TREA-20	MFVM 13		Payment of salaries	N/A	Salaries are paid on the 20 th of each month	Timeous payment of Salaries	Date	20th of every month	20th of every month	R 0.00	N/A	N/A	ACHIEVED	N/A	N/A	N/A	Proof of transfer of salaries and Slaries Reconciliation	

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												N/A			ACHIEVED	N/A	N/A	N/A	
TREA-21				Deductions paid by due date	N/A	Deductions are paid by the 7 th of each month	Timeous Employee deductions paid	Date paid	7 th of every month	7 th of every month	R 0.00	N/A	N/A	ACHIEVED	N/A	N/A	N/A	Proof of payment and Reconciliation	
											N/A								
TREA-22	MFVM 14			Expenditure on Capital projects	N/A	80%	% Capital Budget Spent	Percentage	90%	80%	R 0.00	R 318 063 203	R 100 945 343	Not Achieved	The accrual of creditors invoices for 2015/16 financial year not finalised	To update the accruals of the creditors invoices in the general ledger	15 July 2016	Sec 71 Report and Calculations	
											N/A								
TREA-23			Expenditure Management	Operational budget expenditure	N/A	90%	% Operating budget spent	Percentage	90%	90%	R 0.00	R 769 003 322	R 84 940 655	Achieved	N/A	N/A	N/A	S71 reports and calculations	
											N/A								
TREA-24	MFVM 14		Grants Management	Grant Expenditure	N/A	1%	% Grants withheld of the total DORA allocations	Percentage	0.50%	1.24%	R 0.00	N/A	N/A	NOT ACHIEVED	Slow Expenditure on Conditional Grants	Monitoring of Expenditure on Conditional Grants	Monthly Monitoring of Expenditure on Conditional Grants	DORA payment schedule	
											N/A								
TREA-25	MFVM 15		Budget Management	Annual Financial Statements	N/A	2	Annual Financial Statement compiled	Number	2	2	R 70 000.00	N/A	N/A	Achieved	N/A	N/A	N/A	Audit Committee Resolution	
TREA-26						N/A	2013/2014 AFS submitted to AG	Annual Financial Statements submitted to Auditor General	Date	31-Aug-15	31-Aug-15	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	Letter of confirmation from the AG
												N/A							
TREA-27						N/A	30-Sep-14	Consolidated Annual Financial Statements submitted to the Auditor General	Date	30-Sep-15	30-Sep-15	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	Letter of confirmation from the AG
												N/A							
TREA-28						Quarterly financial statements compiled	Number	2	1	N/A	N/A	N/A	Not Achieved	March report was prepared but not submitted to the committee	Make sure quarterly financial statementsa will be sent to the relevant committee on time	November 15 December 15 March 16 June 17	finance portfolio resolution		
TREA-29						Controlled unauthorised Expenditure as a % of Total Actual Expenditure	Percentage	0.50%	0.51%	R 0.00	N/A	N/A	NOT ACHIEVED	Disputes relating to the awarded contract resulted to an unauthorised expenditures	will organise special meetings with bid committees to take care of the number of days to award and the scm policy have been amended objections will be handled internally before forwarded to Provincial Treasury Tribunal.	As and when required	Register of unauthorised expenditure		
TREA-30	MFVM 15		Compilation of Annual Budget	N/A	27/08 2014	Budget Process Plan approved	Date	31-Aug-15	27-Aug-15	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	Council resolution		
TREA-31					N/A	28-May-15	2015/2016 Annual Budget adopted by Council	Date	31-May-16	26-May-16	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	Council resolution	
TREA-32					N/A	28-Feb-15	Adjustment Budget adopted by Council	Date	28-Feb-16	25-Feb-16	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	Council resolution	
TREA-33				N/A	12	Monthly in-year reports	Number	12	12	R 0.00	N/A	N/A					Letters of submission to National and Provincial		

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															Progress (Achieved/ Not Achieved)	Blockages/ Challenges	Measures to Improve Performance	Revised Timeframe To Achieve Target	
								produced				N/A			Achieved	N/A	N/A	N/A	Treasury
TREA-34						N/A	4	S72 quarterly reports produced	Number	4	4	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	Letters of submission to National and Provincial Treasury
												N/A							
TREA-35	MFVM 21				Review of Budget Related Policies	N/A	28-May-15	Reviewed Budget Policy adopted	Date	31-May-16	26-May-16	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	Council resolution
												N/A							
TREA-36						N/A	28-May-15	Reviewed Virement Policy adopted	Date	31-May-16	26-May-16	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	Council resolution
												N/A							
TREA-37						N/A	28-May-15	Reviewed Cash and Investment Policy adopted	Date	31-May-16	26-May-16	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	Council resolution
												N/A							
TREA-38						N/A	28-May-15	Reviewed Assets management Policy adopted	Date	31-May-16	26-May-16	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	Council resolution
												N/A							
TREA-39						N/A	28-May-15	Reviewed Funding and Reserves Policy adopted	Date	31-May-16	26-May-16	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	Council resolution
												N/A							
TREA-40					Credit Control and Debt Collection Policy	N/A	28-May-15	Reviewed Credit Control and Debt Collection Policy adopted	Date	31-May-16	26-May-16	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	Council resolution
												N/A							
TREA-41					Indigent Policy	N/A	28-May-15	Reviewed Indigent Policy adopted	Date	31-May-16	not submitted	R 0.00	N/A	N/A	Not Achieved	Insufficient attendance at the policy review task team meetings	Will be reviewed in the next financial year	30 May 2016	Council resolution
												N/A							
TREA-42					Basic Water Services Policy	N/A	28-May-15	Reviewed Basic Water Services Policy adopted	Date	31-May-16	26-May-16	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	Council resolution
												N/A							
TREA-43					Supply Chain Management Policy	N/A	28-May-15	Reviewed Supply Chain Management Policy adopted	Date	31-May-16	26-May-16	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	Council resolution
												N/A							
TREA-44					Asset Disposal Policy	N/A	28-May-15	Reviewed Asset Disposal Policy adopted	Date	31-May-16	26-May-16	R 0.00	N/A	N/A	Achieved	N/A	N/A	N/A	Council resolution
												N/A							
END																			