

ZULULAND DISTRICT MUNICIPALITY



SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) FOR THE QUARTER ENDED 30 SEPTEMBER 2012

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1. Introduction

1.1. Background to the SDBIP

In terms of Section 69 (3) (a) of the Municipal Finance Management Act, the Municipal Manager must submit the SDBIP to the Mayor within 14 days after the approval of the Budget. The Mayor must subsequently approve the SDBIP within 28 days after the approval of the Budget in terms of Section 53 (1) (c) (ii) of the Municipal Finance Management Act. The Annual Budget for the 2012/13 financial year was approved by Council on 31 May 2012. The SDBIP for the Zululand District Municipality was approved by the Mayor within 28 days after approval of budget as stated in S53 (1) (c) (ii) and it will be monitored and revised quarterly.

1.2. Purpose of the SDBIP

The purpose of the SDBIP can be summarized as follows:

1. It is a vital link between the Mayor and the administration of the municipality;
2. It facilitates the process for holding management accountable for its performance;
3. It is a tool for implementation, management and monitoring; and
4. It further serves as the basis for the performance measurement in service delivery against the year-end targets and the implementation of the budget.

1.3. Importance of the SDBIP

A properly formulated SDBIP will ensure that appropriate information is circulated internally and externally for purposes of monitoring the execution of the budget, and it:

- *Enables the Mayor to monitor the performance of the Municipal Manager,*
- *Municipal Manager to monitor the performance of the senior managers; and*
- *The community to monitor the performance of the municipality.*

It is the excellent mechanism that produces quarterly targets that are reported to ensure implementation of the IDP. The SDBIP will also empower all councilors specifically facilitating engagement at ward level and allow them to undertake the appropriate oversight and monitoring of programs. The SDBIP will also measure in-year progress in the implementation of the budget; under spending of budget will be dealt with at early stages because it is reviewed quarterly.

1.4. The Role of Council with regards to the SDBIP

It is vitally important for Council to note that the components of the SDBIP are primary indicators of the municipality's performance on the annual Budget. In this regard, Councilors are encouraged to scrutinize the various components of the SDBIP and to pose questions where it is deemed necessary. This form of in-year reporting should uncover major problems and is aimed at ensuring that the Mayor and the Municipal Manager take the corrective steps when any unanticipated problems arise.

1.5. Role of the Accounting Officer in respect of the SDBIP

The Accounting Officer must:

1. Implement the Budget;
2. Ensure that spending is in accordance with the Budget and ensure that the expenditure is reduced when revenue is anticipated to be less than projected in the Budget or the SDBIP
3. Ensure that revenue and expenditure is properly monitored;
4. Prepare an adjustments Budget when necessary; and
5. Submit the draft SDBIP and draft annual performance agreements for the Municipal Manager and all senior managers.

1.6. The key components of the 2012/13SDBIP

In terms of Circular No. 13 of the MFMA No. 56 of 2003, the SDBIP must contain:

- Monthly projections of revenue to be collected for each source;
- Monthly projections of expenditure by source (not required in terms of this Act);
- Monthly projections of expenditure (operating and capital) and revenue for each vote;
- Quarterly projections of service delivery targets and performance indicators of each vote;
- Detailed capital works plan broken down by ward over three years (Capital Plan – MIG)

These components of the SDBIP are discussed below.

2. MONTHLY PROJECTIONS OF REVENUE PER SOURCE

In terms of Section 15 of the MFMA, a municipality may, except where otherwise provided in this Act,

- incur expenditure only in terms of the approved Budget; and
- within the limits of the amounts appropriated for the different votes in the approved Budget.

One of the most important and basic priorities of a municipality is to collect all its revenue as budgeted for, failure to collect the revenue will undermine the municipality's ability to deliver services. The SDBIP contains the monthly projections of revenue to be collected per source for the 2012/13 financial year. The reason for the inclusion of this component of the SDBIP is to ensure that the municipality monitors revenue collected during the quarter as all expenditure to be incurred in terms of the approved Budget must be financed from realistically anticipated revenues to be collected.

The Accounting Officer must monitor the actual revenues received against those projected in the SDBIP and submit explanations of any remedial action to be taken to ensure that projected revenue and expenditure remain within the municipality's approved Budget. This type of information requires the municipality to take urgent remedial steps to ensure it improves on its revenue-collection capacity if it wants to maintain its levels of service delivery and expenditure.

The revenue for the year ended 30 June 2013 is indicated below as follows:

Monthly projections of total Revenue per Source

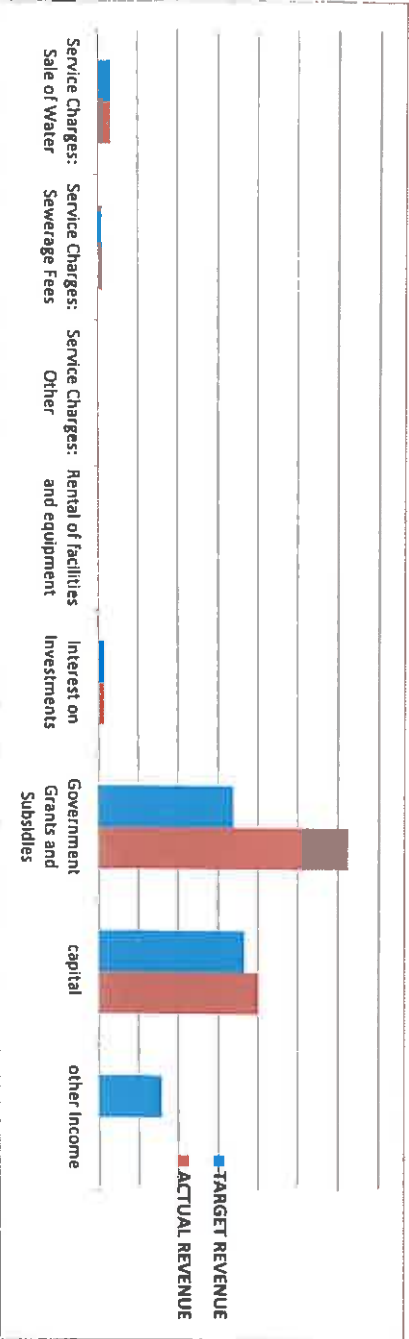
The municipality must ensure that it has instituted measures to achieve monthly revenue targets for each revenue source. In order to ensure realistic revenue projections and ultimately balanced budgets, the Zululand District Municipality has to have comprehensive, coherent revenue policies that take into account appropriate service delivery levels, standards, ability to pay and collection efforts.

Monthly projections of Revenue by Source of
Zululand District Municipality for the Quarter
ended 30 September 2012

Monthly Projections of Revenue by Source

Revenue by Source	July		August		September		Totals for Q3		Variance
	Target	Actual	Target	Actual	Target	Actual	Target	Actual	
Service Charges: Sale of Water	2 079 298	2 591 896	2 078 298	1 655 282	2 079 298	1 973 937	6 237 893	6 221 115	16 778
Service Charges: Sewerage Fees	651 670	687 058	651 670	792 299	651 670	613 331	1 955 009	2 092 889	-137 881
Service Charges: Other	-	-	-	-	-	-	-	-	-
Rental of facilities and equipment	-	18 496	-	-	-	-	-	-	-18 496
Interest on investments	1 047 244	835 910	1 047 244	803 491	1 047 244	1 124 057	3 141 732	2 763 458	378 274
Government Grants and Subsidies : Operating	22 719 417	112 559 120	22 719 417	10 944 837	22 719 417	1 400 000	68 158 250	124 903 957	-56 745 707
Government Grants and Subsidies : Capital	31 530 250	79 391 000	31 530 250	10 944 837	31 530 250	1 128 896	73 734 611	80 517 886	-6 783 275
Other income	10 674 111	58 219	10 674 111	97 588	10 674 111	111 204	32 022 334	287 011	31 755 323
Accumulated Surplus	-	-	-	-	-	-	-	-	-
TOTALS	68 701 889	196 141 700	68 701 909	14 293 487	68 701 989	6 349 415	185 249 828	216 784 612	-31 534 784

Q1 Chart - Monthly Projections of Revenue by Source



3. MONTHLY PROJECTIONS OF EXPENDITURE PER SOURCE

The monthly projections of expenditure per source is not included in terms of circular No 13 of the MFMA, but we as Zululand District Municipality have decided to add this component in order to see the movement of expenditure per source on monthly basis to be able to respond promptly and to initiate any remedial steps when necessary.

Zululand District Municipality for the Quarter ended 30 September 2012

Monthly Projections of Expenditure by Source

Expenditure by Source		July		August		September		Totals for Q1		Variance
	Target	Actual	Target	Actual	Target	Actual	Target	Actual		
Operating Expenditure										
Employee related costs wages and salaries	7 120 271	316 126	7 120 271	2 365 119	7 120 271	13 361 369	21 360 613	16 042 604	5 318 209	
Employers related costs social contribution	2 318 136	64 429	2 318 136	2 318 712	2 318 136	2 314 205	6 994 009	2 755 346	4 189 063	
Remuneration of Councilors	620 230	473 742	620 230	475 528	620 230	475 327	1 756 894	1 424 797	332 097	
Bond debts	268 656	-	268 656	268 656	268 656	806 567	-	-	806 567	
Collection costs	104 013	-	104 013	-	104 013	312 040	-	-	312 040	
Depreciation	2 631 149	-	2 631 149	-	2 631 149	-	7 893 448	-	7 893 448	
Repairs and maintenance	3 287 177	616 327	3 287 177	965 559	3 287 177	2 227 067	10 161 520	3 798 953	6 362 577	
Inter-Departmental Charges	125 140	75 473	125 140	99 479	125 140	100 698	375 420	275 650	50 770	
Interest on external borrowings	4 169	-	4 169	-	4 169	-	12 508	-	12 508	
Redemption	-	-	-	-	-	-	-	-	-	
Bulk purchases	5 982 383	1 391 699	5 982 383	2 542 121	5 982 383	2 936 141	17 947 148	6 870 161	11 076 987	
Grants & Subsidies paid	85 978	-	85 978	-	85 978	-	287 833	-	287 833	
Contracted services	727 928	409 558	727 928	643 945	727 928	930 506	2 163 728	1 884 029	1 69 774	
Losses on disposals of property, plant and equipment	10 691 698	2 433 473	10 691 698	7 624 120	10 691 698	9 035 754	32 073 093	19 093 347	12 981 746	
Total Operating Expenditure	33 877 127	5 781 027	33 877 127	15 082 963	33 877 127	31 381 257	101 831 382	52 244 867	49 686 515	
Capital Expenditure										
Total raised from own funds	3 304 626	-	3 304 626	1 005 000	3 304 626	140 205	9 913 879	1 145 205	8 768 674	
Total raised from grants & subsidies	32 273 303	5 781 343	32 273 303	16 089 897	32 273 303	21 170 214	89 619 509	43 020 514	53 728 864	
Total Operating Expenditure	35 577 929	5 781 343	35 577 929	17 103 897	35 577 929	21 310 479	108 733 787	44 165 719	62 568 068	
TOTAL EXPENDITURE										
	69 555 057	11 532 370	69 555 057	32 188 480	69 555 057	52 691 726	202 665 170	96 410 586	112 254 584	

4. PROJECTIONS OF REVENUE & EXPENDITURE PER VOTE

It is important to view expenditure in relation the revenue used to finance it. In this context, it is easy to see when expenditure exceeds Revenue and the necessary remedial steps can then be taken to correct this situation. Failure to monitor expenditure in relation to Revenue will seriously hamper the municipality's ability to achieve its strategic goals for the year.

Projections of Expenditure and Revenue per Vote

Compares the planned revenue and expenditure for the quarter ended September 2012. It is clear that Zululand District Municipality will spend a lot in the provision of water to the community that it serves.

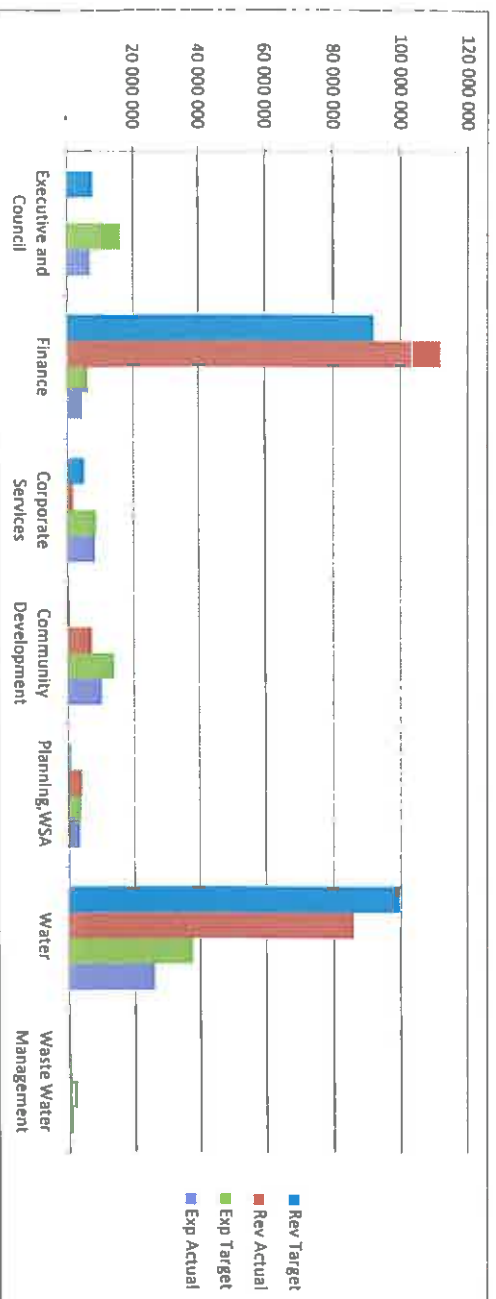
**Monthly Projections of Expenditure & Revenue by Vote
for Zululand District Municipality for the Quarter
ended 30 September 2012**

Monthly Projections for expenditure and revenue by vote	JULY						AUGUST						SEPTEMBER					
	OPEX	Actual	CAPEX	Actual	Revenue	Actual	OPEX	Actual	CAPEX	Actual	Revenue	Actual	OPEX	Actual	CAPEX	Actual	Revenue	Actual
Department																		
Executive and Council	5 424 820	1 723 252	438 364	-	2 631 149	140 005 055	5 424 820	1 318 151	438 364	-	2 631 149	140 005 055	5 424 820	3 864 523	438 364	-	2 631 149	1 234 363
Finance	2 073 871	1 251 534	237 226	-	30 795 538	-	2 073 871	412 273	337 226	-	30 795 538	667 818	2 073 871	2 885 892	237 226	17 775	30 795 538	-
Corporate Services	2 898 870	1 808 888	1 740 360	-	1 808 887	-	2 898 870	2 140 810	1 740 360	-	1 808 887	1 714 537	2 898 870	4 608 786	1 740 360	881 803	1 808 887	212
Community Development	4 871 534	1 746 343	2 467 449	-	130 083	-	4 871 534	3 561 795	2 467 449	-	130 083	7 282 300	4 871 534	5 023 390	2 467 449	-	130 083	460 000
Planning & WSA	1 282 854	1 505 148	417 533	-	284 687	1 778 000	1 282 854	74 727	417 533	1 035 000	284 687	1 950 000	1 282 854	1 869 154	417 533	137 021	284 687	-
Water	12 802 187	5 908 881	30 156 867	8 330 046	33 202 847	83 872 866	12 802 187	7 200 841	30 156 867	17 053 709	33 202 847	2 459 045	12 802 187	12 815 545	30 156 867	22 445 717	33 202 847	-
Waste Water Management	782 938	181 251	-	-	41 037	887 979	782 938	184 206	-	-	41 037	-	782 938	548 835	-	-	41 037	-
Total	29 738 883	14 608 898	35 877 829	8 330 046	69 791 888	188 141 770	29 738 883	14 608 898	35 877 829	18 058 028	69 791 888	14 280 457	29 738 883	31 281 258	35 877 829	23 262 177	69 791 888	1 504 805

Monthly Projections of Expenditure & Revenue
for Zululand District Municipality for the Quarter
ended 30 September 2012

Monthly Projections for expenditure and revenue by vote									
Department	TOTALS			CAPEX	ACTUAL	VARIANCE	REVENUE	ACTUAL	VARIANCE
	OPEX	ACTUAL	VARIANCE						
Executive and Council	16 274 486	0 645 506	9 329 520	1 315 183	-	1 315 183	7 861 448	-	7 861 148
Finance	8 227 012	4 348 788	1 877 213	1 071 879	18 879	1 083 864	92 268 818	119 127 383	-19 329 745
Corporate Services	8 090 871	8 318 508	374 705	9 221 079	881 800	4 598 479	5 000 000	1 714 347	-2 259 023
Community Development	14 014 003	10 301 507	3 713 086	7 482 347	-	7 482 347	380 250	7 282 512	-6 892 762
Planning & WSA	3 548 583	3 448 000	492 583	1 238 000	1 142 005	110 395	794 000	4 128 000	-3 322 000
Water	37 808 563	28 118 037	11 690 524	90 470 000	45 850 432	44 820 446	99 808 540	88 131 811	-13 476 729
Waste Water Management	2 348 813	914 314	1 434 499	-	-	-	123 111	887 879	-664 863
Total	89 210 649	83 384 139	28 829 480	104 733 788	47 872 132	88 861 665	208 165 998	312 888 802	-48 888 348

Q1 Chart - Monthly Projections of Revenue and Expenditure by Vote



5. QUARTERLY PROJECTIONS OF SERVICE DELIVERY TARGETS AND PERFORMANCE INDICATORS OF EACH VOTE

In terms of the SDBIP, Zululand District Municipality is required to provide non-financial measurable performance objectives in the form of service delivery targets and other performance indicators. Service delivery targets relate to the level and standards of service being provided to the community, and include targets for the reductions in backlogs of basic services.

The goals and objectives set by Council as quantifiable outcomes that should be implemented by the administration over the next financial year are indicated on the sheet below.

KPI no	Indicator	Measurement in Quarter	1	2	3	4	5
			Unacceptable performance	Not fully effective	Fully effective	Performance significantly above expectations	Outstanding performance
		3	30 Apr 2013	15 Apr 2013	Draft policies and bylaws circulated to HODs for comment by 30 Mar 2013	15 Mar 2013	1 Mar 2013
		4	31 Jul 2013	15 Jul 2013	Reviewed policies and bylaws submitted to MM by 30 Jun 2013	15 Jun 2013	1 Jun 2013
		1	0	1	2	5	4
		2	2	3	4	5	6
8	Number of WSDP reports submitted	3	3	4	6	7	8
		4	5	6	8	9	10
KPA: Municipal Financial viability and management							
11	% Capital budget actually spent on projects identified in IDP	1	0% by 30 Sep 2012	100% by 31 Sep 2012	20% by 30 Sep 2012	30% by 30 Sep 2012	40% by 30 Sep 2012
		2	20% by 31 Dec 2012	30% by 31 Dec 2012	40% by 31 Dec 2012	50% by 31 Dec 2012	60% by 31 Mar 2013
		3	50% by 31 Mar 2013	60% by 31 Mar 2013	70% by 31 Mar 2013	80% by 31 Mar 2013	90% by 31 Mar 2013
		4	80% by 30 Jun 2013	90% by 30 Jun 2013	100% by 30 Jun 2013	-	-
49	Percentage of allocated grant funds spent	1	0% by 30 Sep 2012	10% by 30 Sep 2012	30% by 30 Sep 2012	30% by 30 Sep 2012	40% by 30 Sep 2012
		2	20% by 31 Dec 2012	30% by 31 Dec 2012	40% by 31 Dec 2012	50% by 31 Dec 2012	60% by 31 Mar 2013
		3	50% by 31 Mar 2013	60% by 31 Mar 2013	70% by 31 Mar 2013	80% by 31 Mar 2013	90% by 31 Mar 2013

KPI no	Indicator	Measurement in Quarter	1	2	3	4	5
			Unacceptable performance	Not fully effective	Fully effective	Performance significantly above expectations	Outstanding performance
		4	85% by 30 Jun 2013	90% by 30 Jun 2013	100% by 30 Jun 2013	-	-
KPA: Municipal Transformation and Institutional Development							
54	Number of stakeholder meetings	1	1	2		4	5
		2	1	2	3	4	5
		3	1	2	3	4	5
55	Date of submission of IDP Framework Plan to Council for adoption	1	30 Oct 2012	15 Oct 2012	30 Sept 2012	15 Sept 2012	1 Sept 2012
56	Date of submission of reviewed spatial development Framework to Council	1	30 Oct 2012	15 Oct 2012	Appointment of Service Provider by 30 Sep 2012	15 Sept 2012	1 Sept 2012
		2	31 Dec 2012	15 Dec 2012	Establish Project Steering Committee by 30 Nov 2012	15 Nov 2012	1 Nov 2012
		3	30 Apr 2013	15 Apr 2013	Submission of draft to Council by 30 Mar 2013	15 Mar 2013	1 Mar 2013
		4	31 Jul 2013	15 Jul 2013	Submission of final to Council by 30 Jun 2013	15 Jun 2013	1 Jun 2013
		1	31 Oct 2012	15 Oct 2012	Service Provider submit Terms of	15 Sept 2012	1 Sept 2012

KPI no	Indicator	Measurement in Quarter	1	2	3	4	5
			Unacceptable performance	Not fully effective	Fully effective	Performance significantly above expectations	Outstanding performance
57	Adopted Integrated Development Plan				Reference by 30 Sep 2012		
		2	31 Jan 2012	15 Jan 2012	(Phase 1) Situational Analysis discussed with Planning and LED Forum by 30 Dec 2012	15 Dec 2012	1 Dec 2012
		3	30 Apr 2013	15 Apr 2013	Draft submitted to Council by 30 Mar 2013	15 Mar 2013	1 Mar 2013
		4	31 Jul 2013	15 Jul 2013	Final submitted to Council by 30 Jun 20	15 Jun 2013	1 Jun 2013

Head of Department: Corporate Services
MEASUREMENT AND EVALUATION INDEX FOR
PERFORMANCE CYCLE 2012/13

KPI no	Indicator	Measurement in Quarter	1	2	3	4	5	Quarter Actuals
			Unacceptable performance	Not fully effective	Fully effective	Performance significantly above expectations	Outstanding performance	
KPA: Basic Service Delivery								
14	Approved Disaster management plan	1	31 Oct 2012	15 Oct 2012	Identify areas of review by 28 Sep 2012	15 Sep 2012	1 Sep 2012	5
		2	31 Jan 2013	15 Jan 2013	Discuss collected data on identified areas for review by 31 Dec 2012	15 Dec 2012	1 Dec 2012	
		3	30 Apr 2013	15 Apr 2013	Submit draft DM plan to MM by 31 March 2013	15 Mar 2013	1 Mar 2013	
		4	31 Jul 2013	15 Jul 2013	Submit final DM plan to MM by 30 Jun	15 Jun 2013	1 Jun 2013	

KPI no	Indicator	Measurement in Quarter	1	2	3	4	5	Quarter Actuals
			Unacceptable performance	Not fully effective	Fully effective	Performance significantly above expectations	Outstanding performance	
12	No. Of Disaster management forum meetings				2013			
		1	1 by 31 Oct 2012	1 by 15 Oct 2012	1 by 30 Sept 2012	1 by 15 Sep 2012	1 by 1 Sep 2012	5
		2	1 by 31 Jan 2013	1 by 15 Jan 2013	1 by 31 Dec 2012	1 by 15 Dec 2012	1 by 1 Dec 2012	
		3	1 by Apr 2013	1 by 15 Apr 2013	1 by 30 Mar 2013	1 by 15 Mar 2013	1 by 1 Mar 2013	
		4	1 by 31 Jul 2013	1 by 15 Jul 2013	1 by 30 Jun 2013	1 by 15 Jun 2013	1 by 1 Jun 2013	
		1	0	1	2	3	4	5
		2	1	2	4	6	8	
		3	2	3	6	9	12	
13	No. Of DM awareness campaigns	4	3	4	8	12	16	
15	Reviewed airport plan	1	31 Oct 2012	15 Oct 2012	Identify areas for review on plan by 30 Sep 2012	15 Sep 2012	1 Sep 2012	5
		2	31 Jan 2013	15 Jan 2013	Discuss collected data on identified areas of	15 Dec 2012	1 Dec 2012	

KPI no	Indicator	Measurement in Quarter	1	2	3	4	5	Quarter Actuals
			Unacceptable performance	Not fully effective	Fully effective	Performance significantly above expectations	Outstanding performance	
16	Implement airport plan				review by 31 Dec 2012			
		3	30 Apr 2013	15 Apr 2013	Draft revised plan submitted to HOD:Cor by 31 March 2013	15 Mar 2013	1 Mar 2013	
		4	31 Jul 2013	15 Jul 2013	Submit reviewed airport plan to MM by 30 Jun 2013	15 Jun 2013	1 Jun 2013	
		1	31 Oct 2012	15 Oct 2012	Implement 25% of identified activities from the plan by 30 Sep	15 Sep 2012	1 Sep 2012	5
		2	31 Jan 2013	15 Jan 2013	Implement 50% of identified activities from the plan by 31 Dec	15 Dec 2012	1 Dec 2012	
		3	30 Apr 2013	15 Apr 2013	Implement 75% of identified	15 Mar 2013	1 Mar 2013	

KPI no	Indicator	Measurement in Quarter	1	2	3	4	5	Quarter Actuals
			Unacceptable performance	Not fully effective	Fully effective	Performance significantly above expectations	Outstanding performance	
					activities from the plan by 31 Mar			
		4	31 Jul 2013	15 Jul 2013	Implement 100% of identified activities from the plan by 30 Jun	15 Jun 2013	1 Jun 2013	
KPA: Municipal transformation and viability								
59	Approved employee assistance programme	1	31 Oct 2012	15 Oct 2012	Identify areas for review by 30 Sept 2012	15 Sep 2012	1 Sep 2012	5
		2	31 Jan 2013	15 Jan 2013	Discuss data collected on areas for review by 31 Dec 2012	15 Dec 2012	1 Dec 2012	
		3	30 Apr 2013	15 Apr 2013	Draft revised programme submitted to HOD:Cor by 31	15 Mar 2013	1 Mar 2013	

KPI no	Indicator	Measurement in Quarter	1	2	3	4	5	Quarter Actuals
			Unacceptable performance	Not fully effective	Fully effective	Performance significantly above expectations	Outstanding performance	
60	Approved Corporate Services related policies (Records, HR and Fleet)				March 2012			
					Submit EAP proposal for approval to MM by 30 Jun 2013	15 Jun2013	1 Jun 2013	
		4	31 Jul 2013	15 Jul 2013				
		1	31 Oct 2012	15 Oct 2012	Identify areas for review by 30 Sept 2012	15 Sep 2012	1 Sep 2012	5
		2	31 Jan 2013	15 Jan 2013	Draft revised programme submitted to HOD:Cor by 31 Dec 2012	15 Dec 2012	1 Dec 2012	
		3	30 Apr 2013	15 Apr 2013	Present draft policies to MM by 31 March 2013	15 Mar 2013	1 Mar 2013	
		4	31 Jul 2013	15 Jul 2013	Submit final policies for approval by 30 Jun 2013	15 Jun2013	1 Jun 2013	
62	Submit workplace skills plan	1	31 Oct 2012	15 Oct 2012	Identify areas for review by 28 Sep 2012	15 Sep 2012	1 Sep 2012	5

KPI no	Indicator	Measurement in Quarter	1	2	3	4	5	Quarter Actuals
			Unacceptable performance	Not fully effective	Fully effective	Performance significantly above expectations	Outstanding performance	
		2	31 Jan 2013	15 Jan 2013	Discuss data collected on areas identified for review by 31 Dec 2012	15 Dec 2012	1 Dec 2012	
		3	30 Apr 2013	15 Apr 2013	Submit draft WSP plan to MM by 31 March 2013	15 Mar 2013	1 Mar 2013	
		4	31 Jul 2013	15 Jul 2013	Submit final WSP plan to MM by 30 Jun 2013	15 Jun 2013	1 Jun 2013	
		1	0 %	10%	20%	45%		5
63	Municipal budget spent on skills development plan	2	20%	30%	40%	65%	75%	
		3	50%	60%	70%	85%	100%	
		4	70%	85%	100%	-	-	
		1	0 %	10%	20%	45%		5
64	Implemented workplace skills plan	2	20%	30%	40%	65%	75%	
		3	50%	60%	70%	85%	100%	
		4	70%	85%	100%	-	-	
		1	0 %	10%	20%	45%		5

Head of Department: Community Services
MEASUREMENT AND EVALUATION INDEX FOR
PERFORMANCE CYCLE 2012/13
QUARTER 2

KPI no	Indicator	Measurement in Quarter	1	2	3	4	5
			Unacceptable performance	Not fully effective	Fully effective	Performance significantly above performance	Outstanding performance
KPA: Local and Economic Development							
1	Approved LED strategy	1	30 Oct 2012	15 Oct 2012	Draft Tender by 30 Sept 2012	15 Sep 2012	1 Sep 2012
		2	31 Jan 2012	15 Jan 2012	Advertise Tender by 31 Dec 2012	15 Dec 2012	1 Dec 2012
		3	30 Apr 2013	15 Apr 2013	Appoint Service provider by 31 Mar 2013	15 Mar 2013	1 Mar 2013
		4	31 Jul 2013	15 Jul 2013	Submit LED strategy for approval by 30 Jun 2013	15 Jun 2013	1 Jun 2013
2	Number of tourism awareness and training workshops held	1-4	0	1	2	3	4
3	Number of jobs created through LED initiatives and capital projects	1	30	40	50	60	70
		2	80	90	100	110	120
		3	130	140	150	160	170

Measurement and evaluation index: HOD: Community Services 2012/13 performance cycle

KPI no	Indicator	Measurement in Quarter	1	2	3	4	5
			Unacceptable performance	Not fully effective	Fully effective	Performance significantly above performance	Outstanding performance
4	8 approved LED plans	4 1-4	180 0	190 1	200 2	210 3	220 4
5	8 LED forum meetings	1-4	0	1	2	3	4
6	Number of projects implemented	1-4		0	1	2	3
7	Approved HIV/AIDS strategy	1	30 Oct 2012	15 Oct 2012	Evaluate and assess the implemented strategy by 30 Sep 2012	15 Sep 2012	1 Sep 2012
		2	31 Jan 2012	15 Jan 2012	Evaluate and assess the implemented strategy by 31 Dec 2012	15 Dec 2012	1 Dec 2012
		3	30 Apr 2013	15 Apr 2013	Update draft strategy by 31 Mar 2013	15 Mar 2013	1 Mar 2013
		4	31 Jul 2013	15 Jul 2013	Submit revised LED strategy by 30 Jun 2013	15 Jun 2013	1 Jun 2013
8	12 awareness campaigns	1-4	1	2	3	4	5
9	4 approved Youth and quality of life business plans	1-4		0	1	2	3

10	Approved youth and quality for life strategy	1	30 Oct 2012	15 Oct 2012	Evaluate and assess the implemented strategy by 28 Sep 2012	15 Sep 2012	1 Sep 2012
		2	31 Jan 2012	15 Jan 2012	Evaluate and assess the implemented strategy by 31 Dec 2012	15 Dec 2012	1 Dec 2012
		3	30 Apr 2013	15 Apr 2013	Update draft strategy by 31 Mar 2013	15 Mar 2013	1 Mar 2013
		4	31 Jul 2013	15 Jul 2013	Submit revised LED strategy by 30 Jun 2013	15 Jun 2013	1 Jun 2013
11	4 district youth and gender council meetings held	1		0 by 30 Sep 2012	1 by 30 Sep 2012	2 by 30 Sep 2012	3 by 30 Sep 2012
		2		0 by 31 Dec 2012	1 by 31 Dec 2012	2 by 31 Dec 2012	3 by 31 Dec 2012
		3		0 by 31 Mar 2013	1 by 31 Mar 2013	2 by 31 Mar 2013	3 by 31 Mar 2013
		4		0 by 30 Jun 2013	1 by 30 Jun 2013	2 by 30 Jun 2013	3 by 30 Jun 2013
12	500 people participating in community capacity building programmes	1-4	105	115	125	135	145
13	12 food production site inspection reports	1-4	1	2	3	4	5
14	12 mortuary inspection	1-4	1	2	3	4	5

	reports						
15	4 capacity building related Business Plans	1-4		0	1	2	3
KPA: Municipal Financial viability and management							
16	100% capital budget actually spent on projects identified in IDP	1	0%	10%	20%	30%	40%
		2	20%	30%	40%	50%	60%
		3	50%	60%	70%	80%	90%
		4	80%	90%	100%		

Head of Department: Community Services
MEASUREMENT AND EVALUATION INDEX FOR
PERFORMANCE CYCLE 2012/13
QUARTER 1

KPI no	Indicator	Measurement in Quarter	1	2	3	4	5
			Unacceptable performance	Not fully effective	Fully effective	Performance significantly above performance	Outstanding performance
KPA: Local and Economic Development							
1	Approved LED strategy	1	30 Oct 2012	15 Oct 2012	Draft Tender by 30 Sept 2012	15 Sep 2012	1 Sep 2012
		2	31 Jan 2012	15 Jan 2012	Advertise Tender by 31 Dec 2012	15 Dec 2012	1 Dec 2012
		3	30 Apr 2013	15 Apr 2013	Appoint Service provider by 31 Mar 2013	15 Mar 2013	1 Mar 2013
		4	31 Jul 2013	15 Jul 2013	Submit LED strategy for approval by 30 Jun 2013	15 Jun 2013	1 Jun 2013
2	Number of tourism awareness and training workshops held	1-4	0	1	2	3	4
3	Number of jobs created through LED initiatives and capital projects	1	30	40	50	60	70
		2	80	90	100	110	120
		3	130	140	150	160	170

Measurement and evaluation index: HOD: Community Services 2012/13 performance cycle

KPI no	Indicator	Measurement in Quarter	1 Unacceptable performance	2 Not fully effective	3 Fully effective	4 Performance significantly above performance	5 Outstanding performance
4	8 approved LED plans	4 1-4	180 0	190 1	200 2	210 3	220 4
5	8 LED forum meetings	1-4	0	1	2	3	4
6	Number of projects implemented	1-4	0	0	1	2	3
7	Approved HIV/AIDS strategy	1	30 Oct 2012	15 Oct 2012	Evaluate and assess the implemented strategy by 30 Sep 2012	15 Sep 2012	1 Sep 2012
		2	31 Jan 2012	15 Jan 2012	Evaluate and assess the implemented strategy by 31 Dec 2012	15 Dec 2012	1 Dec 2012
		3	30 Apr 2013	15 Apr 2013	Update draft strategy by 31 Mar 2013	15 Mar 2013	1 Mar 2013
		4	31 Jul 2013	15 Jul 2013	Submit revised LED strategy by 30 Jun 2013	15 Jun 2013	1 Jun 2013
8	12 awareness campaigns	1-4	1	2	3	4	5
9	4 approved Youth and quality of life business plans	1-4		0	1	2	3

10	Approved youth and quality for life strategy	1	30 Oct 2012	15 Oct 2012	Evaluate and assess the implemented strategy by 28 Sep 2012	15 Sep 2012	1 Sep 2012
		2	31 Jan 2012	15 Jan 2012	Evaluate and assess the implemented strategy by 31 Dec 2012	15 Dec 2012	1 Dec 2012
		3	30 Apr 2013	15 Apr 2013	Update draft strategy by 31 Mar 2013	15 Mar 2013	1 Mar 2013
		4	31 Jul 2013	15 Jul 2013	Submit revised LED strategy by 30 Jun 2013	15 Jun 2013	1 Jun 2013
11	4 district youth and gender council meetings held	1		0 by 30 Sep 2012	1 by 30 Sep 2012	2 by 30 Sep 2012	3 by 30 Sep 2012
		2		0 by 31 Dec 2012	1 by 31 Dec 2012	2 by 31 Dec 2012	3 by 31 Dec 2012
		3		0 by 31 Mar 2013	1 by 31 Mar 2013	2 by 31 Mar 2013	3 by 31 Mar 2013
		4		0 by 30 Jun 2013	1 by 30 Jun 2013	2 by 30 Jun 2013	3 by 30 Jun 2013
12	500 people participating in community capacity building programmes	1-4	105	115	125	135	145
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15	4 capacity building related Business Plans	1-4		0	1	2	3
KPA: Municipal Financial viability and management							
16	100% capital budget actually spent on projects identified in IDP	1	0%	10%	20%	30%	40%
		2	20%	30%	40%	50%	60%
		3	50%	60%	70%	80%	90%
		4	80%	90%	100%		

6. DETAILED CAPITAL WORKS PLAN

6. APPROVAL OF THE ZULULAND DISTRICT MUNICIPALITY'S SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN FOR THE QUARTER ENDED 30 September 2012.

The Zululand District Municipality's SDBIP for the year ended 30 June 2013 has been reviewed and approved by the Honorable Mayor: Cllr. V.Z KaMagwaza Msibi as said in S69 (3) (a) and S54 (3) of the Municipal Finance Management Act.

Date Approved: 19 October 2012

The Honorable Mayor

V.Z. MSIBI

Signature:

V.Z. MSIBI