WITZENBERG MUNICIPALITY

SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN (REVISED)

REVISED 2019/2020

A Municipality that cares for the community, creating growth & opportunity.

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INTRODUCTION AND OVERVIEW

1.1 PURPOSE OF THE REPORT

Witzenberg Municipality's Service Delivery & Budget Implementation Plan (SDBIP) gives practical effect to our Integrated Development Plan (IDP) & Budget. The strategic objectives in the 2019/20 IDP are broken down into key performance indicators and targets in order to enable the community, council & administration to determine performance of the IDP.

This mid-year review adjustment to the SDBIP has been undertaken with a view to ensure proper alignment with the objectives of the IDP and the adjusted 2019/20 Budget.

Section 54 (1) c of the Municipal Finance & Management Act determines the following:

"54(1) On receipt of a statement or report submitted by the accounting officer of the municipality in terms of section 71 or 72, the mayor must—

(c) consider and, if necessary, make any revisions to the service delivery and budget implementation plan, provided that revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of the council following approval of an adjustments budget;"

The following aspects were considered with the adjustment of targets in the 2019/20 SDBIP:

- 2018/19 Annual Report
- Comments from Internal Audit
- Adjustment on the 2019/20 capital & operational budget
- Quarterly- & Mid-year SDBIP reports

The Witzenberg Council approved the revision of non-financial key performance indicators and targets (Section 54 (1)) as per item 8.1.3 of the Council Meeting held on the 25th of February 2020.

The Top Layer of the SDBIP is made up of the following components:

- One year detailed plan, with a three-year capital plan
- ☐ The necessary components includes:
 - ⇒ Monthly projection of revenue to be collected for each Source (Expected Revenue to be collected)
 - → Monthly projects of expenditure (operating and capital) and revenue for each vote (S71 format)
 - ⇒ Quarterly projects of Services Delivery Targets and performance indicators for each vote. (Non financial measurable performance objectives in the form of targets and indicators. Level and standard of service being provided to the community)
 - ⇒ Detailed capital works plan broken down by ward over three year

1.2 LEGISLATIVE FRAMEWORK AND GENERAL INFORMATION PERTAINING TO THE SDBIP

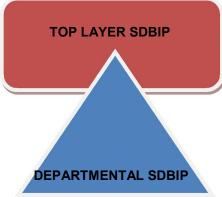
The Municipal Finance Management Act No. 56 of 2003 (MFMA) and National Treasury MFMA Circular No. 13 requires that municipalities must prepare a service delivery budget implementation plan (SDBIP) indicating how the budget and the strategic objectives of Council will be implemented. The SDBIP is prepared in terms of Section 53(1)(c)(ii) of the Municipal Finance Management (MFMA), National Treasury MFMA Circular No. 13 and the Budgeting and Reporting Regulation.

The SDBIP serves as a "contract" between the administration, council and community expressing the goals and objectives set by the council as quantifiable outcomes that can be implemented by the administration in the applicable financial year. It provides the link between the mayor, the council (executive) and the administration, and facilitates the process for holding management accountable for its performance. It is therefore a management, implementation and monitoring tool that will assist the mayor, councillors, municipal manager, senior managers and community to monitor the municipality's performance on a quarterly basis. The SDBIP will ensure that appropriate information is circulated internally and externally for purposes of monitoring the implementation of the budget, the execution of projects, the performance of senior management and the achievement of the strategic objectives set by council.

The SDBIP sets in-year information, such as quarterly service delivery and monthly budget targets, and links each service delivery output to the budget of the municipality, thus providing credible management information and a detailed plan for how the municipality will provide such services with the inputs and financial resources that will be utilized. The SDBIP will determine the performance agreements of the municipal manager and senior managers, including the outputs and deadlines for which they will be held responsible. Expenditure information (for capital projects and services) per municipal ward is provided so that each output can be broken down per ward, where it is possible to support ward councillors to provide feedback to their communities on progress with service delivery.

As mentioned before, it is a vital monitoring tool for the mayor and council to monitor in-year performance of the municipal manager and for the municipal manager to monitor the performance of all managers in the municipality within the financial year. This enables the mayor and municipal manager to be pro-active and take remedial steps if necessary in the event of poor performance.

The SDBIP is a layered plan that consists of a top layer and a supporting layer namely the departmental SDBIP.



TOP LAYER SDBIP (MUNICIPAL SCORECARD)

Circular 13, as well as the municipal budget and reporting regulations prescribe the submission of a Top Layer SDBIP, which is focused on outcomes, to the Mayor with the budget. The Top Layer SDBIP contains the consolidated service delivery targets and in-year deadlines, and links such targets to top management. Only the Top Layer SDBIP will be made public and tabled before the council. The Top Layer SDBIP should also include per ward information, particularly for key expenditure items on capital projects and service delivery. This will enable each ward councillor and ward committee to oversee service delivery in their particular ward. The Top Layer SDBIP and its targets cannot be revised without notifying the council, and if changes is made in service delivery targets and performance indicators, this must be with the approval of the council, following approval of an adjustments budget (section 54(1)(c) of MFMA). Council approval is necessary to ensure that the mayor or municipal manager do not revise service delivery targets downwards in the event where there is poor performance.

The Top Layer of the SDBIP must be submitted for approval to the Mayor within 14 days after the approval of the budget. The Top Layer SDBIP must be approved by the Mayor within 28 days after the budget has been approved to ensure compliance with the above-mentioned legislation and published on the municipal website.

DEPARTMENTAL SDBIP

A detailed departmental SDBIP, which is focused on operational performance, will be prepared for each municipal department. This SDBIP provides more detail on each output for which top management is responsible. The Top Layer SDBIP is therefore the summary of all the departmental SDBIP's.

The Departmental SDBIP must provide the following information:

- Purpose (Objectives)
- Service Delivery description
- Measurable Performance objectives
- ☐ List of capital projects per Ward
- Resources utilized (inputs)

FACTORS CONSIDERED FOR THE COMPILATION OF THE TOP LAYER SDBIP

The IDP is considered as the 5-year strategic plan for the municipality and therefore provides an outline of Witzenberg Municipality's vision, mission, objectives and operational and service delivery indicators that are realistic and attainable.

The Top Layer SDBIP was drafted through a one on one consultation with the Municipal Manager and all the directors. After the completion of the draft Top Layer SDBIP, the Municipal Manager had one on one session's with his directors to finalise the Top Layer SDBIP. One on one session's will be held with the heads of Departments to discuss and draft the Departmental SDBIP which would serve as the portfolio of evidence for the TOP Layer SDBIP. The following were considered during the development of the SDBIP:

- Alignment with the IDP, National KPA's, Municipal KPA's and IDP objectives
- Alignment with the budget
- Oversight Committee Report on the Annual Report of 2017/18
- The risks identified by the Internal Auditor during the municipal risk analysis
- Areas to be addressed and root causes of the Auditor-General management letter COMAFS as well as the risks identified during the audit

SECTION 54(1) – SUBMISSION TO THE MAYOR

Print Name D NASSON

Municipal Manager of Witzenberg Municipality

Signature

Date 2020/03/03

SECTION 54(1) - APPROVAL BY THE MAYOR

"54(1) On receipt of a statement or report submitted by the accounting officer of the municipality in terms of section 71 or 72, the mayor must—

(c) consider and, if necessary, make any revisions to the service delivery and budget implementation plan, provided that revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of the council following approval of an adjustments budget;"

Print Name B Klaasen

Mayor of Witzenberg Municipality

Signature

Date 2020/03/03

STRATEGIC MAP

	WITZENBERG MUNICIPALITY:	STR	ATEGIC MAP	2019)/20
Vision	Mission	M	unicipal KPA		e-determined Objectives
nities.		1	Essential Services	1,1	Sustainable provision & maintenance of basic infrastructure
and opportul				1,2	Provide for the needs of informal settlements through improved services
growth a				2,1	Support Institutional Transformation & Development
nmunity, creating	The Witzenberg Municipality is committed to improve the quality of life of its community by: - Providing & maintaing affordable services - Promoting Social & Economic Development	2	Governance	2,2	Ensure financial viability.
A municipality that cares for its community, creating growth and opportunities.	- The effective & efficient use of resources - Effective stakeholder & community participation.			2,3	To maintain and strengthen relations with international- & inter-governmental partners as well as the local community through the creation of participative structures.
nunicipa		3	Communal Services	3,1	Provide & maintain facilities that make citizens feel at home.
Ar			Caria Farrani	4,1	Support the poor & vulnerable through programmes & policy
		4	Socio-Economic Support Services	4,2	Create an enabling environment to attract investment & support local economy.

FINANCIAL COMPONENT

COMPONENT 1 – MONTHLY REVENUE BY SOURCE R'000

Revenue By Source	July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2019/20
Property rates	37 862	3 558	2 826	2 050	2 975	3 536	3 450	3 534	3 263	3 433	3 438	2 356	72 282
Service charges - electricity revenue	23 944	22 628	20 557	16 444	16 034	16 041	16 760	19 687	25 583	25 909	24 702	36 831	265 119
Service charges - water revenue	3 005	2 238	2 059	1 842	2 172	2 382	3 053	2 506	2 741	2 653	2 479	8 771	35 901
Service charges - sanitation revenue	2 110	2 289	1 680	1 682	1 691	1 836	1 652	1 814	1 721	1 711	2 208	1 686	22 080
Service charges - refuse revenue	2 203	2 115	2 131	2 004	2 073	1 956	2 002	1 949	2 135	2 073	2 098	1 113	23 853
Rental of facilities and equipment	456	483	600	685	621	283	943	892	859	388	658	698	7 567
Interest earned - external investments	174	435	1 043	1 304	869	522	522	869	1 304	1 043	435	165	8 686
Interest earned - outstanding debtors	157	394	944	1 181	787	472	472	787	1 181	944	394	187	7 900
Fines, penalties and forfeits	390	974	2 338	2 922	1 948	1 169	1 169	1 948	2 922	2 338	974	390	19 482
Licences and permits	38	96	230	287	191	115	115	191	287	230	96	38	1 915
Agency services	73	184	440	551	367	220	220	367	551	440	184	73	3 670
Transfers and subsidies	2 769	6 923	16 616	20 770	13 847	8 308	8 308	13 847	20 770	16 616	6 923	3 426	139 123
Other revenue	194	486	1 167	1 459	973	583	583	973	1 459	1 167	486	355	9 886
Total	73 377	42 801	52 632	53 181	44 550	37 424	39 249	49 365	64 776	58 946	45 073	56 091	617 464

COMPONENT 2 – MONTHLY OPERATING EXPENDITURE BY VOTE R'000

Expenditure By Type	July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2019/20
Employee related costs	15 609	19 242	17 045	17 332	17 975	17 763	17 791	20 357	12 002	17 978	17 309	17 970	208 373
Remuneration of councillors	955	955	955	955	955	955	955	955	955	955	955	955	11 459
Debt impairment	672	1 680	4 032	5 040	3 360	2 016	2 016	3 360	5 040	4 032	1 680	10 572	43 498
Depreciation & asset impairment	3 799	3 799	3 799	3 799	3 799	3 799	3 799	3 799	3 799	3 799	3 799	3 799	45 590
Finance charges	177	442	1 061	1 326	884	530	530	884	1 326	1 061	442	61	8 724
Bulk purchases	17 339	23 027	21 472	16 328	16 486	16 226	15 603	19 105	26 287	22 696	17 287	17 339	229 196
Other materials	352	880	2 111	2 639	1 759	1 055	1 055	1 759	2 639	2 111	880	2 038	19 277
Contracted services	3 087	4 014	3 970	4 102	4 204	4 141	3 713	4 116	3 230	4 033	3 861	8 250	50 721
Transfers and subsidies	619	1 548	3 716	4 644	3 096	1 858	1 858	3 096	4 644	3 716	1 548	736	31 079
Other expenditure	824	2 059	4 943	6 178	4 119	2 471	2 471	4 119	6 178	4 943	2 059	1 326	41 690
Loss on disposal of PPE	_	_	_	_	_	_	_	_	_	_	_	-	_
Total	43 432	57 646	63 102	62 344	56 638	50 814	49 791	61 549	66 100	65 323	49 821	63 046	689 608

COMPONENT 3 – MONTHLY CAPITAL EXPENDITURE

KEY PERFORMANCE AREA: ESSENTIAL SERVICES

Strategic Objective: 1.1 Sustainable provision & maintenance of basic infrastructure

Description	Detailed Funding Source	Adjusted Budget 2019-2020	Project Start Date	Project End Date						Planned Cashflo	w for 2019/202	20				
		2010 2020			Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Vredebes Electrical Network	INEP	2 608 696	2019-11-05	2020-05-05					400 000	500 000	300 000	350 000	300 000	500 000	258 696	
Electrical Network Housing Project	CRR	434 783	2020-04-14	2020-06-15										200 000	200 000	34 783
MV Substation Equipment	CRR	1 250 000	2019-10-05	2020-04-25				200 000	300 000			400 000	300 000	50 000		
Upgrade of LV Network Cables	CRR	1 287 279	2019-08-05	2020-05-05		200 000	200 000			100 000	100 000		37 279	650 000		
MV Network Equipment	CRR	1 000 000	2019-08-05	2020-03-25		100 000	100 000		200 000	100 000	100 000	200 000	200 000			
Upgrade of MV Cables	CRR	60 000	2019-09-05	2019-09-25			60 000									
Tools & Equipment	CRR	160 000	2019-10-05	2020-05-05				40 000		40 000		40 000			40 000	
Upgrade of Streetlights	CRR	350 000	2019-09-05	2019-11-25			50 000	150 000	150 000							
Vredebes Streetlights	MIG	821 481	2020-01-05	2020-04-25							200 000	200 000	200 000	221 481		
Network streets	CRR	2 000 000	2019-10-05	2020-01-25				500 000	500 000	500 000	500 000					
Upgrade Van Breda Bridge	Prov Grant	972 174	2020-01-05	2020-04-25							272 174	200 000	200 000	300 000		
Pedestrian Route along R46/Nduli	RSEP	870 000	2020-02-05	2020-04-25								300 000	300 000	270 000		
Traffic Calming	CRR	150 000	2019-11-05	2019-11-25					150 000							
Aerator replacement programme	CRR	809 475	2020-03-05	2020-04-25									250 000	250 000	309 475	
Refurbishment WWTW	CRR	600 000	2020-01-05	2020-04-25							300 000			300 000		
Sewer Pumps-replacement	CRR	243 020	2019-12-05	2019-12-20						200 000		43 020				
Sewer Network Replacement	CRR	1 000 000	2019-09-05	2020-03-25			270 000		250 000	250 000			230 000			
Security upgrades	CRR	300 000	2020-01-05	2020-01-25							300 000					
Vehicle repacement programme	CRR	529 854	2020-01-05	2020-01-25							10 000	519 854				
New Material Recovery Facility/Drop Off	Belgium	1 000 000	2019-10-05	2020-03-25				300 000		300 000		300 000	100 000			
Vredebes New Storm water Channel & De	MIG	3 391 441	2019-07-05	2019-10-25	500 000	1 000 000	1 000 000	891 441								
Network - Storm Water Upgrading	CRR	450 000	2020-04-05	2020-04-25										450 000		
Infrastructure Management System	CRR	576 162	2019-10-05	2019-11-25				100 000	100 000		376 162					
Tools & Equipment- New	CRR	326 000	2020-01-05	2020-01-25							100 000	226 000				
Security upgrades	CRR	350 000	2020-01-05	2020-01-25							350 000					
Network- Water Pipes & Valve Replacem	CRR	1 000 000	2019-09-05	2020-01-25			200 000	300 000	300 000		200 000					
Tulbagh Dam	RBIG	15 213 912	2019-09-05	2020-06-30			1 000 000		1 000 000			2 000 000	3 000 000	3 000 000	3 000 000	2 213 912
Electrical Network Refurbishment	CRR	1 162 721	2019-08-05	2020-05-05		300 000			300 000			200 000	200 000		162 721	

Description	Detailed Funding Source	Adjusted Budget 2019-2020	Project Start Date	Project End Date						Planned Cashfle	ow for 2019/20	20				
		2013-2020			Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Upgrade Pavement Vosstr From Retief To	RSEP	2 608 000	2020-01-05	2020-04-25							200 000	500 000	1 000 000	908 000		
Upgrade Pavement Vosstr From Retief To	CRR	1 400 000	2020-01-05	2020-02-25							400 000	1 000 000				
Vredebes Ph1 Busroutes	MIG	1 786 386	2019-11-05	2020-01-25					500 000	786 386	500 000					
Pavement Upgrading	District	500 000	2019-09-15	2019-11-15				200 000	300 000							
Tools & Equipment	CRR	1 733 382	2019-10-15	2020-02-15						1 503 182		60 000	170 200			
Transfer stations & related infrastructure	CRR	295 800	2020-03-15	2020-06-15					295 800							
New Material Recovery Facility/Drop Off	MIG	869 565	2020-03-15	2020-06-15											400 000	469 565
Transfer stations and related infrastructur	CRR	205 656	2020-03-15	2020-06-15											205 656	
Rehabilitation of streets	CRR	3 000 000	2019-07-15	2019-12-15	•				1 000 000		•	1 000 000	·	1 000 000		
Tools & Equipment	CRR	23 310	2020-02-15	2020-03-15							•		23 310			
Vehicle Replacement Program	Loans	3 043 478	2020-03-15	2020-06-15											2 000 000	1 043 478

KEY PERFORMANCE AREA: GOVERNANCE

Strategic Objective: 2.1 Support Institutional Transformation & Development

2.2 Financial Viability

2.3 To maintain and strengthen relations with international- & intergovernmental partners as well as the local community through the creation of participative structures.

Description	Detailed Funding Source	Adjusted Budget 2019-2020	Project Start Date	Project End Date						Planned Cashfl	ow for 2019/202	20				
		2019-2020			Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Upgrade Council chambers	CRR	1 500 000	2019-10-05	2020-04-25				100 000	300 000	100 000	100 000	300 000	300 000	300 000		
Office Equipment	CRR	55 000	2019-11-05	2019-11-25					30 000		25 000					
Office Equipment	CRR	37 500	2019-11-05	2019-11-25					30 000	5 000		2 500				
Office Equipment	CRR	30 000	2019-11-05	2019-11-25					30 000							
Office Equipment (Director)	CRR	44 500	2019-11-05	2019-11-25					30 000	14 500						
IT Equipment	CRR	666 200	2019-11-05	2020-03-25					250 000				300 000	116 200		
Access Control - Furniture and Equipmen	CRR	100 000	2019-11-05	2019-11-25					100 000							
Signage & Billboards	CRR	140 000	2019-09-05	2019-09-25			140 000									
Office Equipment	CRR	30 000	2019-09-05	2019-09-25			30 000									
Office Equipment	MIG	26 087	2020-02-05	2020-02-25								26 087				
Insurance Replacements	CRR	50 000	2020-06-05	2020-06-30												50 000
Fencing	CRR	2 098 933	2019-11-05	2019-12-20					500 000	200 000		300 000	300 000	300 000	301 782	197 151

KEY PERFORMANCE AREA: COMMUNAL SERVICES

Strategic Objective: 3.1 Provide & maintain facilities that make citizens feel at home.

Description	Detailed Funding Source	Adjusted Budget 2019-2020	Project Start Date	Project End Date						Planned Cashfle	ow for 2019/20	20				
		2013-2020			Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Ceres TownHall Chairs	CRR	238 000	2019-09-05	2019-09-25			238 000									
Upgrade Of Kononia Community Hall & Y	CRR	47 500	2019-11-05	2019-11-25					47 500							
Chainsaws	CRR	44 442	2019-09-05	2019-09-25			44 442									
Brushcutters	CRR	36 000	2019-09-05	2019-09-25			25 000					11 000				
Irrigation equipment for parks	CRR		2019-09-05				300 000	100 000	100 000	200 000	200 000	100 000				
Op Die Berg Public Toilets	CRR	1 300 000	2019-08-05	2019-11-25		200 000	100 000	200 000	200 000	200 000		200 000	200 000			
Containers 3x3m	CRR		2019-09-05				500 000									
Truck 1.3 ton	CRR		2019-12-05							350 000		173 086				
Expanding of Cemetery	CRR		2020-03-05										200 000			
Ceres TownHall upgrading	CRR	600 000	2020-03-05	2020-05-05									200 000	200 000	200 000	
Capex Fire Fighting Equipment	CRR		2019-09-05				200 000									
Firefighting Response Vehicle	Prov Grant	721 739	2019-12-05	2019-12-20						721 739						
Containers x 2	CRR	40 000	2019-09-05	2019-09-25			40 000									
Ceres upgrade Of Leyell Str Sport Faciliti	MIG		2019-07-05		50 000		100 000		2 000 000	500 000	500 000	2 000 000	2 000 000	2 000 000	1 284 783	1 636 345
Capex Test Centre	CRR	330 000	2019-09-05	2019-10-25			150 000	77 151			102 849		·			
Capex: Fire Arms	CRR		2020-02-05									165 000				
Johns Steyn Library Upgrade	Prov Grant	1 900 000	2019-08-15	2020-04-20			200 000	300 000	300 000			200 000	300 000	300 000	300 000	
Ceres Townhall Aircon	CRR	500 000	2019-11-15	2020-05-15					500 000				·			

KEY PERFORMANCE AREA: SOCIO-ECONOMIC SUPPORT

Strategic Objective: 4.1 Support the poor & vulnerable through programmes & policy

4.2 Create an enabling environment to attract investment & support local economy.

Description	Detailed Funding Source	Adjusted Budget 2019-2020	Project Start Date	Project End Date						Planned Cashf	low for 2019/20)20				
		2013-2020			Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Skoonvlei Economic Hub	CRR	111 654	2019-11-15	2020-06-15				111 654								
Skoonvlei Economic Hub	NT	1 465 217	2019-11-15	2020-06-15									400 000	500 000	300 000	265 217

NON-FINANCIAL COMPONENT

KEY PERFORMANCE INDICATORS: QUARTERLY PROJECTIONS & 5 YEAR SCORECARD

KEY PERFORMANCE AREA: ESSENTIAL SERVICES

Strategic Objective: 1.1 Sustainable provision & maintenance of basic infrastructure

Ref	Key Performance Indicator	Reporting Directorate	Baseline 2018/19	Adjusted Target 2019/20	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Target 2020/21	Target 2021/22	Target 2022/23	Target 2023/24	Definitions
TecDir1	Percentage expenditure on the preventative maintenance budget of the Technical Department	Technical	99.6%	98%	25%	50%	75%	98%	98%	99%	99%	99%	Percentage reflecting year to date spend /preventative maintenance budget votes of technical department. Preventative maintenance as defined according to mSCOA and excludes corrective maintenance.
TecDir3	% Expenditure on Capital Budget by Technical Directorate	Technical	98.3%	95%	10%	40%	60%	95%	96%	97%	97%	97%	Percentage reflecting year to date spend / Total capital budget less any contingent liabilities relating to the capital budget of the technical directorate. The total capital budget is the council approved adjusted budget at the time of the measurement. Contingent liabilities are only identified at the year end.
TecWat21	Percentage compliance with drinking water quality standards.	Technical	100%	98%	98%	98%	98%	98%	98%	98%	98%	98%	Measure of potable water sample pass rate according to the SANS 241 standard. Average of sample results. Only microbiological results of Escherichia Coli are considered in the measurement. Result should be less than 1 count per 100ml.
TecWat36	Percentage of valid water connection applications connected by reporting period end	Technical	Adjusted	95%	95%	95%	95%	95%	95%	96%	97%	97%	This indicator reflects the percentage of residential valid water connection applications (where down payment has been received) connected, where the applicant has access to the municipal water network. Proxy measure for National Key Performance Indicator.
TecSan22	Percentage of valid sanitation connection applications connected by reporting period end	Technical	Adjusted	95%	95%	95%	95%	95%	95%	96%	97%	97%	This indicator reflects the percentage of residential valid sewer connection applications (where down payment has been received) connected, where the applicant has access to the municipal sewer network. Proxy measure for National Key Performance Indicator.
TecEl60	Percentage of valid electricity connection applications connected by reporting period end. (excl subsidised housing)	Technical	Adjusted	95%	95%	95%	95%	95%	95%	96%	97%	97%	This indicator reflects the percentage of residential valid electricity connection applications (where down payment has been received) connected, where the applicant has access to the municipal electrical network. Proxy measure for National Key Performance Indicator.
TecRef46	Access to the weekly removal of residential solid waste in all seven Witzenberg towns according to a publicised programme.	Technical	Adjusted	7	7	7	7	7	7	7	7	7	The removal of solid household waste in all formal accessible residential areas on a weekly basis in all 7 formalised towns according to a publicised programme. National Key Performance Indicator. Proxy measure for National Key Performance Indicator.
TecWat20	Decrease unaccounted water losses.	Technical	17.7%	18%	18%	18%	18%	18%	18%	16%	16%	16%	Unaccounted-for water (UFW) is the difference between the quantity of water supplied to the municipality's network and the metered quantity of water used by the customers. UFW has two components: (a) physical losses due to leakage from pipes, and (b) administrative losses due to illegal connections and under registration of water meters. The reduction of UFW is a crucial step to improve the financial health and to save scarce water resources.
TecEl37	Decrease unaccounted electricity losses.	Technical	10.5%	10%	10%	10%	10%	10%	10%	10%	10%	10%	Unaccounted-for electricity (UFE) is the difference between the quantity of electricity supplied to the municipality's network and the metered quantity of electricity used by the customers. UFE has two components: (a) Technical losses due to ageing/inadequate networks, and (b) administrative or non-technical losses due to illegal connections and under registration of electricity meters. The reduction of UFE is a crucial step to improve the financial health.
TecRo7	Kilometres of roads upgraded & rehabilitated	Technical	7.3	4	0	1	2	4	3	4	4	4	This indicator measures the kilometres of new roads constructed, roads upgraded & rehabilitated and resurfaced.

Strategic Objective: 1.2 Provide for the needs of informal settlements through improved services

Ref	Key Performance Indicator	Reporting Directorate	Baseline 2018/19	Adjusted Target 2019/20	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Target 2020/21	Target 2021/22	Target 2022/23	Target 2023/24	Definitions
TecDir2	Number of subsidised serviced sites developed.	Technical	526	0	0	0	0	0	400	0	200	200	A housing opportunity is incremental access to and or delivery of one of the following Housing products: Incremental Housing which provides a serviced site with or without tenure. A serviced site is being defined as a demarcated site with access to water & sanitation services located adjacent to a road.
TecWat22	Provide basic services - number of established informal areas with sufficient communal water services points (taps).	Technical	3	3	3	3	3	3	3	3	2	2	This indicator reflects the number of established demarcated informal areas with sufficient communal water service points. Sufficient are being defined as all households with access to water points within 200 meters radius. Certain taps may however have been vandalised or removed after provision. Excluding areas that was illegally occupied and not part of the municipalities planning initiatives. Proxy for National KPI.
TecSan13	Provide basic services - number of established informal areas with sufficient communal sanitation services points (toilets).	Technical	3	3	3	3	3	3	3	3	2	2	This indicator reflects the number of established demarcated informal areas with sufficient communal sanitation service points. Sufficient are being defined as all households with access to toilets within 200 meters radius. Certain toilets may however have been vandalised or removed after provision. Excluding areas that was illegally occupied and not part of the municipalities planning initiatives. Proxy for National KPI.
TecRef31	Improve basic services - number of established informal settlements receiving a periodic area cleansing programme.	Technical	3	3	3	3	3	3	3	3	2	2	This indicator reflects the number of established demarcated informal areas that are serviced with a periodic area cleansing programme. Excluding areas that was illegally occupied and not part of the municipalities planning initiatives. Proxy for National KPI.
TecEl36	Percentage of houses in a subsidised housing project connected to the electrical network.	Technical	New	95%	95%	95%	95%	95%	95%	95%	95%	95%	This indicator reflects the percentage of houses in a subsidised housing project connected to the electrical network. Proxy for National KPI.

KEY PERFORMANCE AREA: GOVERNANCE

Strategic Objective: 2.1 Support Institutional Transformation & Development

Ref	Key Performance Indicator	Reporting Directorate	Baseline 2018/19	Adjusted Target 2019/20	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Target 2020/21	Target 2021/22	Target 2022/23	Target 2023/24	Definitions
•	Percentage budget spent on implementation of Workplace Skills Plan.	Corporate	96%	96%	25%	50%	75%	96%	96%	96%	96%	96%	A Workplace Skills Plan is a document that outlines the planned education, training and development interventions for the organisation. Its purpose is to formally plan and allocate the budget for appropriate training interventions which will address the needs arising out of Local Governments' Skills Sector Plan, the municipality's trategic requirements as contained in the IDP and the individual departmental staffing strategies and individual employees' PDP's. The WSP shall also take into account the Employment Equity Plan, ensuring incorporation of relevant developmental equity interventions into the plan. Kpi measures percentage expenditure of vote allocated towards training needs as arise from WSP. Proxy for National KPI.
CorpHR12	Report on percentage of people from employment equity target groups employed in the three highest levels of management in the municipality.	Corporate	4	4 Reports	1	1	1	1	4 Reports	4 Reports	4 Reports	4 Reports	Quarterly reports on the percentage of people from employment equity target groups employed in the three highest levels of management in compliance with the municipality's approved employment equity plan. Quarterly report submitted to Municipal Manager. National Key Performance Indicator.

Strategic Objective: 2.2 Financial Viability

Ref	Key Performance Indicator	Reporting Directorate	Baseline 2018/19	Adjusted Target 2019/20	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Target 2020/21	Target 2021/22	Target 2022/23	Target 2023/24	Definitions
FinFAdm10	Financial viability expressed as Debt- Coverage ratio	Finance	250.8	200	90	90	200	200	90	90	90	90	This indicator measures debt coverage as (total operating revenue – operating grants received) / debt service payments due within the year. This means the municipality is able to cover its debt service payments from operating revenue excluding grants number of times. Proxy for National KPI.
FinFAdm9	Financial viability expressed as Cost- Coverage ratio	Finance	2.67	2,8	2,8	2,8	2,8	2,8	2,8	2,8	2,8	2,8	This indicator measures: (available cash + investments) / monthly fixed operating expenditure. This indicates that with the available cash the municipality is able to pay its fixed operating expenditure for certain amount of months. Proxy for National KPI.
FinFAdm11	Financial viability expressed outstanding service debtors	Finance	50%	42%	44%	44%	44%	44%	42%	42%	40%	40%	These indicator measure service debtors to revenue (total outstanding service debtors / revenue received for services). This means that a % of revenue in the SFP is still outstanding as at year end. Proxy for National KPI.
FinDir3	Achieve an unqualified opinion of the Auditor-General on annual financial statements of the previous year.	Finance	Unqualified	Unqualified			1		Unqualified	Unqualified	Unqualified	Unqualified	This indicator measures good governance and accounting practices and will be evaluated and considered by the Auditor General in determining his opinion. An unqualified audit opinion refers to the position where the auditor having completed his audit has no reservation as to the fairness of presentation of financial statements and their conformity with General Recognised Accounting Practices.
FinInc15	Increased revenue collection	Finance	94%	95%	95%	95%	95%	95%	95%	95%	95%	95%	This indicator reflects the percentage of revenue collected from service accounts delivered.
MM1	Percentage expenditure on the preventative maintenance budget of the whole of the municipality.	Municipal Manager	99.6%	98%	25%	50%	75%	98%	98%	99%	99%	99%	Percentage reflecting year to date spend /preventative maintenance budget votes for the whole of the municipality. Preventative maintenance as defined according to mSCOA and excludes corrective maintenance.
MM2	Percentage spend of capital budget for the whole of the municipality.	Municipal Manager	95.6%	95%	10%	40%	60%	95%	96%	97%	97%	97%	Percentage reflecting year to date spend / Total capital budget less any contingent liabilities relating to the capital budget. The total capital budget is the council approved adjusted budget at the time of the measurement. Contingent liabilities are only identified at the year end.

Strategic Objective:

2.3 To maintain and strengthen relations with international- & intergovernmental partners as well as the local community through the creation of participative structures.

Ref	Key Performance Indicator	Reporting Directorate	Baseline 2018/19
MMIDP9	Number of IDP community engagements held.	Municipal Manager	14
ComSoc49	Number of meetings with intergovernmental partners.	Community	13

Adjusted Target 2019/20	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
14		7		14
12	3	6	9	12

Target 2020/21	Target 2021/22	Target 2022/23	Target 2023/24		
14	14	14	14		
12	12	12	12		

Definitions
Bi-annual community engagements as per IDP Process Plan held in each of the 7 towns.
Number of Inter-Governmental meetings attended.

KEY PERFORMANCE AREA: COMMUNAL SERVICES

Strategic Objective: 3.1 Provide & maintain facilities that make citizens feel at home.

Ref	Key Performance Indicator	Reporting Directorate	Baseline 2018/19		
ComAm34	Report on annual customer satisfaction survey on community facilities.	Community	1		
ComDir1	Percentage expenditure on the preventative maintenance budget of the Community Department.	Community	99%		
ComDir2	% Expenditure on Capital Budget by Community Directorate	Community	63.7%		

Adjusted Target 2019/20	1st Quarter	2nd Quarter	3rd Quarter	arter 4th Quarter		4th Quarter		er 4th Quarter		3rd Quarter 4th Quarter		4th Quarter		Target 2020/21	Target 2021/22	Target 2022/23	Target 2023/24	
1 Report		1				1 Report	1 Report	1 Report	2 Report									
98%	25%	50%	75%	98%		98%	99%	99%	99%									
95%	10%	40%	60%	95%		96%	97%	97%	97%									

Definitions
Analysis report of a community survey on community perception and satisfaction in respect of the access to and maintenance of certain community facilities.
Percentage reflecting year to date spend /preventative maintenance budget votes for the Community Department. Preventative maintenance as defined according to mSCOA and excludes corrective maintenance.
Percentage reflecting year to date spend / Total capital budget less any contingent liabilities relating to the capital budget of the community directorate. The total capital budget is the council approved adjusted budget at the time of the measurement. Contingent liabilities are only identified at the year end.

KEY PERFORMANCE AREA: SOCIO-ECONOMIC SUPPORT

Strategic Objective: 4.1 Support the poor & vulnerable through programmes & policy

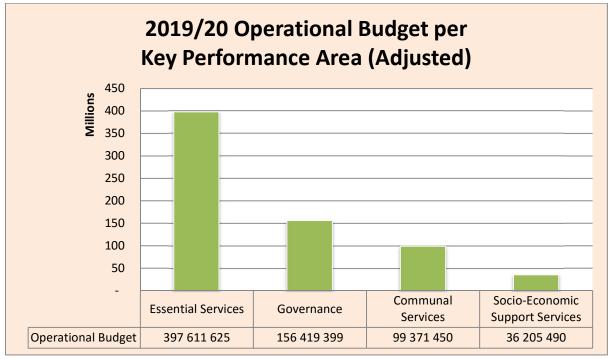
Ref	Key Performance Indicator	Reporting Directorate	Baseline 2018/19	Adjusted Target 2019/20	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Target 2020/21	Target 2021/22	Target 2022/23	Target 2023/24	Definitions
	Number of account holders subsidised through the municipality's Indigent Policy	Community	3701	4500	4500	4500	4500	4500	4500	4400	4300	4300	Refers to the number of account holders subsidised through the municipality's indigent Policy as at the end of reporting period.
(omledx	The number of jobs created through municipality's local economic development initiatives including capital projects.	Community	397	400	100	200	300	400	410	410	420	420	This indicator measures the number of work opportunities created through the expanded Public Works Programme (EPVVP) and contracts for temporary workers and temporary workers employed through contractors on projects. Proxy for National KPI.
ComSoc 42	Number of engagements with target groups with the implementation of social development programmes.	Community	25	20	5	10	15	20	20	20	20	20	The indicator refers to the number of engagements with target groups for the implementation social developmental programmes and /or initiatives .
ComHS14	Number of housing opportunities provided per year.	Community	30	199	40	90	150	199	200	200	100	100	A housing opportunity is incremental access to and or delivery of one of the following Housing products: Practically completed Subsidy Housing which provides a minimum 40m² house.
ComHS15	Number of Rental Stock transferred	Community	40	40	10	20	30	40	45	50	50	50	Number of rental stock transferred to approved beneficiaries, using established criteria. Rental stock is being defined as subsidised houses constructed before 1994 (scheme houses) and leased by the municipality to identified and approved beneficiaries.

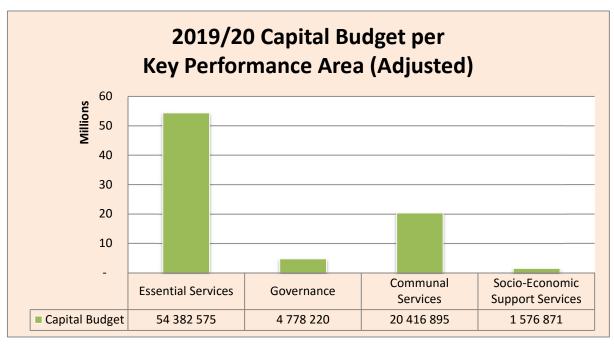
Strategic Objective: 4.2 Create an enabling environment to attract investment & support local economy.

Ref	Key Performance Indicator	Reporting Directorate	Baseline 2018/19	Adjusted Target 2019/20	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Target 2020/21	Target 2021/22	Target 2022/23	Target 2023/24	Definitions
ComLed19	Quarterly report to Mayco on investment incentives implemented.	Community	New	4 Reports	1	1	1	1	4 Reports	4 Reports	4 Reports	4 Reports	Quarterly report to Mayco on investment incentives implemented.
ComLed20	Quarterly report to Mayco on the Small Business Entrepreneurs Development Programme.	Community	New	4 Reports	1	1	1	1	4 Reports	4 Reports	4 Reports	4 Reports	Quarterly report to Mayco on the Small Business Entrepreneurs Development Programme.
ComLed21	Quarterly report to Mayco on the progress of the Ceres Business Initiative (CBI) Entreprenuer Programme for SMME's	Community	New	4 Reports	1	1	1	1	4 Reports	4 Reports	4 Reports		Quarterly report to Mayco on the progress of the Ceres Business Initiative (CBI) Entreprenuer Programme for SMME's
ComLed4	Quarterly report on the implementation of strategies and planned actions as identified in the Witzenberg LED Strategy.	Community	4	4 Reports	1	1	1	1	4 Reports	4 Reports	4 Reports	4 Reports	Progress reports on the implementation of strategies and planned actions as dentified in the Witzenberg LED Strategy.

BUDGET PER KEY PERFORMANCE AREA

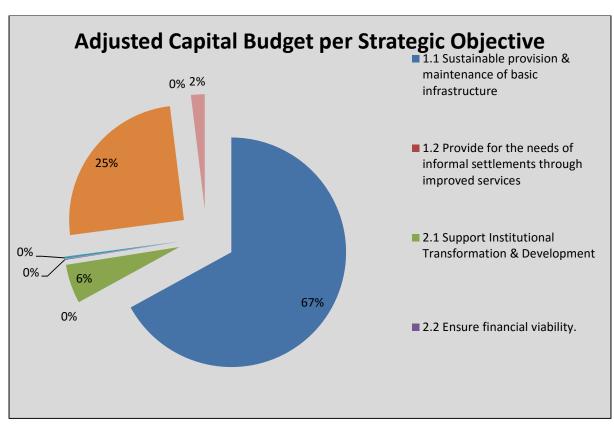
2019/20 Adjusted Budget linked to Key Performance Area	<u>T</u>	otal Budget	Operational Budget	<u>Ca</u>	pital Budget
Essential Services		451 994 200	397 611 625		54 382 575
Governance		161 197 619	156 419 399		4 778 220
Communal Services		119 788 345	99 371 450		20 416 895
Socio-Economic Support Services		37 782 361	36 205 490		1 576 871
TOTAL	R	770 762 525	R 689 607 964	R	81 154 561





BUDGET PER STRATEGIC OBJECTIVE

Key Performance Area	Strategic Objective		Adjusted pital Budget	
	1.1 Sustainable provision & maintenance of basic infrastructure	R 397 611 625	R	54 382 575
Essential Services	1.2 Provide for the needs of informal settlements through improved services			
	2.1 Support Institutional Transformation & Development	R 99 288 655	R	4 458 220
	2.2 Ensure financial viability.	R 50 697 523	R	80 000
Governance	2.3 To maintain and strengthen relations with international- & inter-governmental partners as well as the local community through the creation of participative structures.	R 6 433 221	R	240 000
Communal	3.1 Provide & maintain facilities that make citizens feel at home.	R 99 371 450	R	20 416 895
Services		•		
Socio-Economic	4.1 Support the poor & vulnerable through programmes & policy	R 34 019 420		
Support Services	4.2 Create an enabling environment to attract investment & support local economy.	R 2 186 070	R	1 576 871
	Total		R	81 154 561



THREE YEAR PROJECTED CAPITAL EXPENDITURE PER WARD

KEY PERFORMANCE AREA: ESSENTIAL SERVICES

Strategic Objective: 1.1 Sustainable provision & maintenance of basic infrastructure

	Department		Detailed		Adjusted	Budget	Budget
Programme	Name	Description	Funding	Ward	Budget	2020-2021	2021-2022
		V II El C IN C	Source		2019-2020	5 505 040	4.047.000
1.1b Upgrade & maintenance		Vredebes Electrical Network	INEP	5	2 608 696	5 565 218	4 347 826
1.1b Upgrade & maintenance		Electrical Network Housing Project	CRR	5	434 783		
1.1a Upgrading of bulk resou		MV Substation Equipment	CRR	All	1 250 000	1 000 000	4 500 000
1.1b Upgrade & maintenance		Upgrade of LV Network Cables	CRR	All	1 287 279	1 000 000	1 000 000
1.1b Upgrade & maintenance		MV Network Equipment	CRR	All	1 000 000	1 000 000	1 000 000
1.1b Upgrade & maintenance		Upgrade of MV Cables	CRR	All	60 000	800 000	550 000
1.1b Upgrade & maintenance		Tools & Equipment	CRR	All	160 000	160 000	100 000
1.1b Upgrade & maintenance	•	Upgrade of Streetlights	CRR	All	350 000	350 000	350 000
1.1b Upgrade & maintenance	•	Vredebes Streetlights	MIG	5	821 481	800 000	800 000
1.1c Transport management	Roads	Network streets	CRR	All	2 000 000	2 500 000	2 000 000
1.1c Transport management	Roads	Upgrade Van Breda Bridge	Prov Grant	3,5	972 174	2 608 696	7 073 913
1.1c Transport management	Roads	Pedestrian Route along R46/Nduli	RSEP	1, 12	870 000		
1.1c Transport management	Roads	Traffic Calming	CRR	All	150 000	150 000	150 000
1.1a Upgrading of bulk resou	Sewerage	Aerator replacement programme	CRR	All	809 475		500 000
1.1a Upgrading of bulk resou	Sewerage	Refurbishment WWTW	CRR	All	600 000		750 000
1.1b Upgrade & maintenance	Sewerage	Sewer Pumps-replacement	CRR	All	243 020	200 000	200 000
1.1b Upgrade & maintenance	Sewerage	Sewer Network Replacement	CRR	All	1 000 000	2 000 000	1 500 000
1.1a Upgrading of bulk resou	Sewerage	Security upgrades	CRR	All	300 000	450 000	
1.1b Upgrade & maintenance	Solid Waste	Vehicle repacement programme	CRR	All	529 854	100 000	50 000
1.1a Upgrading of bulk resou		New Material Recovery Facility/Drop Off	Belgium	3	1 000 000		
1.1a Upgrading of bulk resou	Storm water	Vredebes New Storm water Channel & De	MIG	5	3 391 441		
1.1a Upgrading of bulk resou	Storm water	Network - Storm Water Upgrading	CRR	All	450 000	450 000	450 000
1.1b Upgrade & maintenance		Infrastructure Management System	CRR	All	576 162		200 000
1.1b Upgrade & maintenance	Water	Tools & Equipment- New	CRR	All	326 000	100 000	50 000
1.1a Upgrading of bulk resou		Security upgrades	CRR	All	350 000	1 200 000	
1.1b Upgrade & maintenance		Network- Water Pipes & Valve Replacem	CRR	All	1 000 000	2 000 000	1 500 000
1.1a Upgrading of bulk resou		Tulbagh Dam	RBIG	7. 11	15 213 912	20 000 000	
1.1b Upgrade & maintenance		Electrical Network Refurbishment	CRR	All	1 162 721	1 500 000	1 500 000
1.1c Transport management		Upgrade Pavement Vosstr From Retief To	RSEP	5	2 608 000		
	Roads	Upgrade Pavement Vosstr From Retief To	CRR	5	1 400 000		
1.1a Upgrading of bulk resou	Roads	Vredebes Ph1 Busroutes	MIG	5	1 786 386		
1.1c Transport management		Pavement Upgrading	District	All	500 000		
1.1b Upgrade & maintenance			CRR	All	1 733 382		
1.1a Upgrading of bulk resou		Transfer stations & related infrastructure	CRR	All	295 800		
1.1a Upgrading of bulk resou		New Material Recovery Facility/Drop Off	MIG	All	869 565		
1.1a Upgrading of bulk resou		Transfer stations and related infrastructur	CRR	All	205 656		
	Roads	Rehabilitation of streets	CRR	All	3 000 000		
1.1b Upgrade & maintenance		Tools & Equipment	CRR	All	23 310		
1.1b Upgrade & maintenance	•	Vehicle Replacement Program	Loans	All	3 043 478		
1.10 Opgrave & maintenance	1 1001	venicie nepiacement riogram	LUAIIS	All	3 043 470		

KEY PERFORMANCE AREA: GOVERNANCE

Strategic Objective: 2.1 Support Institutional Transformation & Development

2.2 Financial Viability

2.3 To maintain and strengthen relations with international- & intergovernmental partners as well as the local community through the creation of participative structures.

Programme	Department Name	Description	Detailed Funding Source	Ward	Adjusted Budget 2019-2020	Budget 2020-2021	Budget 2021-2022
2.1d Administration	Admin	Upgrade Council chambers	CRR	3	1 500 000		
2.1d Administration	Dir Corp	Office Equipment	CRR	All	55 000	50 000	50 000
2.1d Administration	Dir Com	Office Equipment	CRR	All	37 500	30 000	30 000
2.1d Administration	Dir Fin	Office Equipment	CRR	All	30 000	30 000	30 000
2.1d Administration	Dir Tech	Office Equipment (Director)	CRR	All	44 500	30 000	30 000
2.3b ICT	IT	IT Equipment	CRR	All	666 200	600 000	550 000
2.3a Communication & mark	Marketing & Co	Access Control - Furniture and Equipmen	CRR	All	100 000	30 000	
2.3a Communication & mark	Marketing & Co	Signage & Billboards	CRR	All	140 000	70 000	
2.1d Administration	MM	Office Equipment	CRR	All	30 000	30 000	30 000
2.1d Administration	Project Manage	Office Equipment	MIG	All	26 087	20 000	
2.2b Expenditure manageme	Treasury: Admir	Insurance Replacements	CRR	All	50 000		
1.1b Upgrade & maintenance	Council Cost	Fencing	CRR	All	2 098 933		

KEY PERFORMANCE AREA: COMMUNAL SERVICES

Strategic Objective: 3.1 Provide & maintain facilities that make citizens feel at home.

Programme	Department Name	Description	Detailed Funding Source	Ward	Adjusted Budget 2019-2020	Budget 2020-2021	Budget 2021-2022
3.1a Upgrading & maintenan	Halls And Facili	Ceres TownHall Chairs	CRR	3	238 000		
3.1a Upgrading & maintenan	Halls And Facili	Upgrade Of Kononia Community Hall & Y	CRR	4	47 500	200 000	
3.1b Environmental manager	Parks	Chainsaws	CRR	All	44 442		80 000
3.1b Environmental manager	Parks	Brushcutters	CRR	All	36 000		120 000
3.1b Environmental manager	Parks	Irrigation equipment for parks	CRR	All	1 000 000		
3.1a Upgrading & maintenan	Public Toilets	Op Die Berg Public Toilets	CRR	8	1 300 000	200 000	
3.1a Upgrading & maintenan	Halls And Facili	Containers 3x3m	CRR	All	500 000	300 000	
3.1b Environmental manager	Parks	Truck 1.3 ton	CRR	All	523 086		
3.1a Upgrading & maintenan	Cemeteries	Expanding of Cemetery	CRR	All	200 000	200 000	
3.1a Upgrading & maintenan	Halls And Facili	Ceres TownHall upgrading	CRR	3	600 000		
2.1g Disaster management &	Fire Fighting	Capex Fire Fighting Equipment	CRR	All	200 000	200 000	
2.1g Disaster management &	Fire Fighting	Firefighting Response Vehicle	Prov Grant	All	721 739		
3.1b Environmental manager	Parks	Containers x 2	CRR	All	40 000		
3.1a Upgrading & maintenan	Recreational La	Ceres upgrade Of Leyell Str Sport Faciliti	MIG	3	12 071 128		
3.1a Upgrading & maintenan	Recreational La	Tulbagh Sport Facilities Upgrade	MIG	7,11			
3.1a Upgrading & maintenan	Recreational La	Wolseley Sport Facilities Upgrade	MIG	7,2			
2.1b Law enforcement & traf	Traffic	Capex Test Centre	CRR	3	330 000	363 000	
2.1b Law enforcement & traf	Traffic	Capex: Fire Arms	CRR	All	165 000	181 500	
3.1a Upgrading & maintenan	Library	Johns Steyn Library Upgrade	Prov Grant	3	1 900 000		
ntain facilities & environment	Halls And Facili	Ceres Townhall Aircon	CRR		500 000		

KEY PERFORMANCE AREA: SOCIO-ECONOMIC SUPPORT

Strategic Objective: 4.1 Support the poor & vulnerable through programmes & policy

4.2 Create an enabling environment to attract investment & support local economy.

Programme	Department Name	Description	Detailed Funding Source	Ward	Adjusted Budget 2019-2020	Budget 2020-2021	Budget 2021-2022
4.2a Local economic develop	LED	Skoonvlei Economic Hub	CRR	5	111 654		
4.2a Local economic develop	LED	Skoonvlei Economic Hub	NT	5	1 465 217	·	
