

TECHNICAL SERVICES 2014-2015 DEPARTMENT SDBIP - ANNUAL REPORT - OPERATING EXPENDITURE

DEPARTMENT: TECHNICAL SERVICES

DIRECTOR : KUHLE MTHONJENI

NATIONAL KPA's	IDP OBJECTIVE	DEPARTMENTAL OBJECTIVE	KEY PERFORMANCE AREA	KEY PERFORMANCE INDICATOR	UNIT OF MEASURE	BASELINE	ANNUAL TARGET 2013/2014	ANNUAL ACTUAL 2013/2014	ANNUAL TARGET 2014/2015	ANNUAL ACTUAL 2014/2015	BUDGET	BUDGET VOTE NUMBER	REASON FOR VARIANCE/ COMMENTS	CORRECTIVE MEASURE	PMS COMMENTS	EVIDENCE REF NUMBER	EVIDENCE	WEIGHTINGS	PERFORMANCE SYMBOLS	RESPONSIBLE PERSON	
BASIC SERVICE DELIVERY	To ensure continuous and sustainable provision of water services	To eradicate the backlogs and cater for future demands that may arise out of the new developments that are likely to be implemented with IDM	Water backlog eradication	Percentage decrease in backlog eradication	Percentage	0.68%	5%	0.68%	5%	0.62%	R 313,600,731 (was R290,529,123)		Delays were experienced due to WULA & EIA Processes	Technical Services department is commencing with WULA and EIA process well in advance to avoid delays in future		1	Y	H		Director TS	
	To ensure continuous and sustainable provision of sanitation services		Sanitation backlog eradication	Percentage decrease in backlog eradication	Percentage	2.68%	2%	2.68%	3%	2.03%			Due to the drought Technical Services department has to develop bulk sources before reticulation	The bulks are at an advanced stage of development & reticulation will be rolled out.		2	Y	H		Director TS	
	To ensure access to portable quality water for domestic consumption and support local economic development	To provide excellent water quality that will meet or exceed the National Standards	Blue drop assessment status	Final assessments conducted for Blue drop status by deadline	Percentage	Done in Dec 2013	By end June 2014	Results received 04 July 2014. Overall score of 37.94 risk rating which means our Blue Drop is of lower risk	By end June 2015	Preliminary assessment done	Salaries			Final assessments are conducted by Department of Water and Sanitation and not the Technical Services Department and the assessments were postponed by DWS	Final assessments will be conducted by DWS in January 2016		3	Y - insufficient evidence	H		Manager: Water quality
	To ensure continuous and sustainable provision of sanitation services	To provide excellent quality effluent	Green drop assessment status	Final assessments conducted for Green drop status by deadline	Percentage	Done in Dec 2013	By end June 2014	Results received 04 July 2014. Overall score of 82.82 denoting good quality	By end June 2015	Preliminary assessment done	Salaries			Final assessments are conducted by Department of Water and Sanitation and not the Technical Services Department and the assessments were postponed by DWS	Final assessments will be conducted by DWS in January 2016		4	Y - insufficient evidence	H		Manager: Water quality
	To ensure continuous and sustainable provision of sanitation services	To ensure uninterrupted sanitation services	Turnaround time for reinstating sanitation services	Percentage of reported households through the call centre responded with services reinstated within 24 hours on sanitation	Percentage	100%	100% within 24 hours	100%	100% within 24 hours	100%	Salaries						5	Y	H		DD - Ops & Maintenance
	To ensure continuous and sustainable provision of water services	To ensure uninterrupted water services	Turnaround time for reinstating water services	Percentage of reported households through the call centre responded with services reinstated within 48 hours on water	Percentage	100%	100% within 48 hours	100%	100% within 48 hours	100%	Salaries						6	Y	H		DD - Ops & Maintenance
	Monitor Siza water concession contract	To monitor performance of the appointed service provider	Siza Water Plan	Review & approval of 5 year plan by deadline	Date	Draft done	June 2014	Draft Done	June 2015	workshop for the Council was done on 2 June15	R 500 000 (was R 800 000)	365547	Council recommended that it be presented to MANCO on 8 June15	Item to be submitted at next Council meeting	Was it adopted by Council if so please update actual and submit evidence	7	Y - insufficient evidence	H		Manager Demands	
	Create job opportunities through EPWP	To create employment through implementation of projects	Implementation of projects that requires manual labour	Number of job opportunities created through water infrastructure & service delivery efforts	Number	906	1000	906	1300 (was 1000)	1657	R7,412,329 (was R4,567,000)	359606 - MWIG 359400 - RBIG 682 - MIG				8	Y	H		Manager PMU	
FINANCIAL VIABILITY & MANAGEMENT	To achieve a clean audit opinion	To ensure quality, reliable financial statements and management information submission	Project Completion Certificates	Turnaround time for submission of completion certificate/s to finance department from date of receipt	Days	New Measure	New Measure	New Measure	5 working days	4 days	Salaries		No completion certificates were completed in Q4			9	Y	M		Maager PMU	
		To ensure quality, reliable financial statements and management information submission	Project Register	Frequency of updating the project register	Frequency	New Measure	New Measure	New Measure	12	5	Salaries			Updated project registers will be submitted by Manager PMU on a monthly basis		10	Y - insufficient evidence	H		Manager PMU	
		Ensure adequate financial and administration management.	Compliance with MFMA and clean administration	No repeat findings in the auditor general's management report	Number	0	0	0	0	0	Salaries		No AG findings were received			11	Y	H		Director TS	
	To achieve a clean audit opinion	Ensure adequate financial and administration management.	Compliance with MFMA and clean administration	Percentage reduction in the number of AG findings requiring action plans	Percentage	0%	10% reduction	0%	10% reduction	0%	Salaries		No AG findings were received			12	Y	H		Director TS	
	To ensure sound and credible general financial management principles	To ensure spending on capital projects as per allocations	Capital expenditure monitoring	Percentage of municipality's annual capital budget spent on agreed IDP projects	Percentage	80%	100%	80%	100%	99%	R334,776,029 (was R310,724,421)					13	Y	H		Director TS	
	To ensure sound and credible general financial management principles	To ensure infrastructure assets are maintained and operated at optimum level	Repairs and Maintenance Expenditure	Repairs and Maintenance as a % of Property, Plants and Equipment and investment Property (Carrying Value) Total Repairs and Maintenance Expenditure / Property, Plant and Equipment and Investment Property (Carrying Value) x 100	Percentage	9%	10%	9%	2.9 % (was 8%)	2.43%	R42,146,000 (was R43,070,000)		Some budget allocations were decreased to cater for water tankering due to the drought situation	Expecting grant funding to address drought from DWS and COGTA		14	Y	H		Director TS	
		To ensure infrastructure assets are maintained and operated at optimum level	Reduction of water losses	a) Maintain Percentage -system input value/water purchased and produced (SIV) b) Percentage decrease in real losses c) Decrease in Infrastructure losses index (ILI)	Percentage & Number	a) New Measure b) New Measure c) New Measure	a) New Measure b) New Measure c) New Measure	a) New Measure b) New Measure c) New Measure	a) Maintain 4% (was 2%) b) 3% c) 0,8	a) -11.6% b) -24% c) -1.6%				No actual or evidence was submitted for Q1 Q2. Quarter 3 actual was submitted with no evidence		15	a) Y b) Y c) Y	H	a) b) c)	Director TS	
		To ensure that water losses and infrastructure assets are well managed	Minimise Distribution losses	Water Distribution losses (Number of KL of water purchased or purified - Number of KL water sold/Number of KL of water purchased x 100)	Percentage	New Measure	New Measure	New Measure	4% decrease from 58,3%	No report received	Salaries				Please submit actual and evidence for annual target/Q4. No actual or evidence was submitted for Q1,Q2 and Q3		16	N	H		Director TS
	To ensure sound and credible general financial management principles	To ensure effective implementation of the credit control policy	Consumer Restrictions & Disconnection	Percentage restriction of consumers as per Revenue department submission	Percentage	New Measure	New Measure	New Measure	100%	Not reported	Salaries				Need actual and evidence		17	N	H		Director TS
	To ensure sound and credible general financial management principles	Expenditure management	Compliance monitoring - Technical Services Department (Pg 16 of MFMA Circular 71)	Irregular, Fruitless, & Wasteful & Unauthorised Expenditure/Total Operating Expenditure (Irregular,Fruitless & Wasteful & Unauthorised Expenditure) / Total Operating Expenditure x 100)	Percentage	New measure	New measure	New measure	0%	3.90%	Salaries						18	Y	H		Director TS

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FINANCIAL VIABILITY & MANAGEMENT	To ensure sound expenditure management principles	Expenditure management	Operational expenditure monitoring	Percentage of operational expenditure (Actual operating expenditure/Budgeted operating expenditure x 100)	Percentage	New Measure	New Measure	New Measure	100%	99%	Salaries					19	Y	H		Director TS
	To procure quality goods and services in a cost effective, transparent, competitive, equitable and efficient manner within the policy framework	Contract Management	Management of service providers	a) Number of Quarterly reports on performance of service providers submitted to SCM by the 7th b) Number of monthly reports submitted to SCM by the 7th	Number	a) 4 b) New Measure	a) 4 b) New Measure	a) 4 b) New Measure	a) 2 (was 4) b) 6	a) 2 b) 6	Salaries				b) Need evidence of service provider reports for April, & May 2015	20	a) N b) Y - Insufficient evidence	H	a) b)	Director TS
	To implement and maintain compliant, effective and efficient enterprise risk management systems & processes	To ensure effective Enterprise Risk management	Risk Management	a) Number of risk registers updated and completed mitigation tasks by deadline b) Number of updated risk monitoring tool submitted c) Number of risk management committee meetings attended	a) Number b) Date c) New Measure	a) New Measure b) New Measure c) New Measure	a) New Measure b) New Measure c) New Measure	a) New Measure b) New Measure c) New Measure	a) 12 b) 12 c) 4	a) 12 b) 12 c) 3	Salaries				c) The risk management committee meeting held on 06 February 2015 was not attended by Technical official. Need RFV &	21	a) Y b) Y c) Y	H	a) b) c)	Director TS
	To ensure sound and credible general financial management principles	People management	Clean administration	Performance Report with accurate & complete POEs submitted monthly and quarterly by deadline	Date	10th & 14th of each month	14th day of each month	05/09/2013 10/10/2013 10/11/2013 10/12/2013 13/12/2013 10/02/2014 10/03/2014 14/04/2014 14/05/2014 14/06/2014 10/07/2014	14th day of each month	14 August 2014 12 Sept 2014 14 Oct 2014 14 Nov 2014 12 Dec 2014 12 Dec 2014 13 February 2015 13 March 2015 14 April 2015 14 May 2015 12 June 2015	Salaries				Reports are submitted time, however POEs are always late and incomplete	22	Y	M		Director TS
	To ensure sound and credible general financial management principles	Budget and monitoring of performance against predetermined objectives	Coaching Sessions	Number of coaching sessions of employees' performance conducted quarterly	Number	3	4	3	4	3	Salaries				Need RFV & CM for target not met and provide Evidence for all quarters	23	Y - only for Q4	L		Director TS
GOOD GOVERNANCE & DEMOCRACY	To ensure that the municipality's administration is governed by sound and effective values and principles as outlined in the Constitution of South Africa	To ensure effectiveness of Intergovernmental Relations	Promote Intergovernmental Relations	a) Number of IGR meetings attended b) Number of quarterly report submitted to the Technical Sub Forum c) Turnaround time for submission of quarterly reports	a) Number b) Number c) Number	a) New Measure b) New Measure c) New Measure	a) New Measure b) New Measure c) New Measure	a) New Measure b) New Measure c) New Measure	a) 4 b) 4 c) 10 days before TSF	a) 3 b) 3 c) 10 days	Salaries			b) 1 report dated 1 July 2014 to 30 June 2015	24	a) Y b) Y - Insufficient evidence c) Y - Insufficient evidence	H	a) b) c)	Director TS	