EASTERN CAPE : EMALAHLENI LOCAL MUNICIPALITY (EC136) - Schedule of Service Delivery Standards Table XX

Description	
Standard	Service Level
Solid Waste Removal	
Premise based removal (Residential Frequency)	Weekly
Premise based removal (Business Frequency)	3 times a week
Bulk Removal (Frequency)	On request
Removal Bags provided(Yes/No)	No
Garden refuse removal Included (Yes/No)	Yes
Street Cleaning Frequency in CBD	Daily
Street Cleaning Frequency in areas excluding CBD	Once a week
How soon are public areas cleaned after events (24hours/48hours/longer)	24 hrs
Clearing of illegal dumping (24hours/48hours/longer)	Weekly
Recycling or environmentally friendly practices(Yes/No)	Yes
Licenced landfill site(Yes/No)	Yes
Water Service	
Water Quality rating (Blue/Green/Brown/N0 drop)	District Function
Is free water available to all? (All/only to the indigent consumers)	District Function
Frequency of meter reading? (per month, per year)	District Function
Are estimated consumption calculated on actual consumption over (two month's/three month's/longer period)	District Function
On average for how long does the municipality use estimates before reverting back to actual readings? (months)	District Function
Duration (hours) before availability of water is restored in cases of service interruption (complete the sub questions)	District Function
One service connection affected (number of hours)	District Function
Up to 5 service connection affected (number of hours)	District Function
Up to 20 service connection affected (number of hours)	District Function
Feeder pipe larger than 800mm (number of hours)	District Function
What is the average minimum water flow in your municipality?	District Function
Do you practice any environmental or scarce resource protection activities as part of your operations? (Yes/No)	District Function
How long does it take to replace faulty water meters? (days)	District Function
Do you have a cathodic protection system in place that is operational at this stage? (Yes/No)	District Function
Electricity Service	
What is your electricity availability percentage on average per month?	91%
Do your municipality have a ripple control in place that is operational? (Yes/No)	No
How much do you estimate is the cost saving in utilizing the ripple control system?	None
What is the frequency of meters being read? (per month, per year)	On monthly basis
Are estimated consumption calculated at consumption over (two month's/three month's/longer period)	Longer period
On average for how long does the municipality use estimates before reverting back to actual readings? (months)	3 Months
Duration before availability of electricity is restored in cases of breakages (immediately/one day/two days/longer)	1 day
Are accounts normally calculated on actual readings? (Yes/no)	Yes
Do you practice any environmental or scarce resource protection activities as part of your operations? (Yes/No)	No
How long does it take to replace faulty meters? (days)	4 hrs
Do you have a plan to prevent illegal connections and prevention of electricity theft? (Yes/No)	No
How effective is the action plan in curbing line losses? (Good/Bad)	Bad
How soon does the municipality provide a quotation to a customer upon a written request? (days)	A week minimum
How long does the municipality takes to provide electricity service where existing infrastructure can be used? (working days)	A week
How long does the municipality takes to provide electricity service for low voltage users where network extension is not required? (working days)	A week
How long does the municipality takes to provide electricity service for high voltage users where network extension is not required? (working days)	31 days
Sewerage Service	
Are your purification system effective enough to put water back in to the system after purification?	District Function
To what extend do you subsidize your indigent consumers?	District Function
How long does it take to restore sewerage breakages on average	
Severe overflow? (hours)	District Function
Sewer blocked pipes: Large pipes? (Hours)	District Function
Sewer blocked pipes: Small pipes? (Hours)	District Function
Spillage clean-up? (hours)	District Function
Replacement of manhole covers? (Hours)	District Function
Road Infrastructure Services	
Time taken to repair a single pothole on a major road? (Hours)	2 hours to repair a 0.25 m3 (1mx1mx0.25m) pothole
Time taken to repair a single pothole on a minor road? (Hours)	45 minutes to repair 0.25m3 pothole
Time taken to repair a road following an open trench service crossing? (Hours)	48 hours to repair a 8m3 (8mx1mx1m)
Time taken to repair walkways? (Hours)	2 hours to repair a paved walkway
Property valuations	
How long does it take on average from completion to the first account being issued? (one month/three months or longer)	One month
Do you have any special rating properties? (Yes/No)	No
Financial Management	
Is there any change in the situation of unauthorised and wasteful expenditure over time? (Decrease/Increase)	Decrease
Are the financial statement outsources? (Yes/No)	No
Are there Council adopted business process tsructuing the flow and managemet of documentation feeding to Trial Balalnce?	Yes
How long does it take for an Tax/Invoice to be paid from the date it has been received?	30 Days
Is there advance planning from SCM unit linking all departmental plans quaterly and annualy including for the next two to three years procurement plans?	Yes 1 year procurement plan
Administration	
Reaction time on enquiries and requests?	Within 24 hours
Time to respond to a verbal customer enquiry or request? (working days)	Instantly or within 24 hours

Time to respond to a written customer enquiry or request? (working days)	Within 14 working days
Time to resolve a customer enquiry or request? (working days)	24 hours to 30 working days
What percentage of calls are not answered? (5%,10% or more)	-
How long does it take to respond to voice mails? (hours)	24 hours
Does the municipality have control over locked enquiries? (Yes/No)	Yes
Is there a reduction in the number of complaints or not? (Yes/No)	Yes
How long does in take to open an account to a new customer? (1 day/ 2 days/ a week or longer)	1 day
How many times does SCM Unit, CFO's Unit and Technical unit sit to review and resolve SCM process delays other than normal monthly management meetings?	Weekly or when as issues are identified.

Community safety and licensing services

How long does it take to register a vehicle? (minutes)	30 min
How long does it take to renew a vehicle license? (minutes)	30 min
How long does it take to issue a duplicate registration certificate vehicle? (minutes)	30 min
How long does it take to de-register a vehicle? (minutes)	30 min
How long does it take to renew a drivers license? (minutes)	45 min
What is the average reaction time of the fire service to an incident? (minutes)	45 min
What is the average reaction time of the ambulance service to an incident in the urban area? (minutes)	15 min
What is the average reaction time of the ambulance service to an incident in the rural area? (minutes)	1 hour

Economic development

How many economic development projects does the municipality drive?	19 projects
How many economic development programme are deemed to be catalytic in creating an enabling environment to unlock key economic growth projects?	19 projects
What percentage of the projects have created sustainable job security?	1
Does the municipality have any incentive plans in place to create an conducive environment for economic development? (Yes/No)	yes

Other Service delivery and communication

Is a information package handed to the new customer? (Yes/No)	Yes
Does the municipality have training or information sessions to inform the community? (Yes/No)	Yes
Are customers treated in a professional and humanly manner? (Yes/No)	Yes