

CENTRAL KAROO DISTRICT MUNICIPALITY



SERVICE DELIVERY &
BUDGET
IMPLEMENTATION PLAN
SDBIP

2022/23

"Working together in development and growth"

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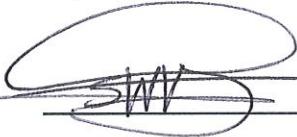
Municipal Finance Management Act:

Section 53(1)(c)(ii) – Approval by the Mayor

The Top Layer Service Delivery Budget Implementation Plan, indicating how the budget and the strategic objectives of Council will be implemented, is herewith submitted in terms of Sections 69(3) and 53(1)(c)(ii) of the Municipal Finance Management Act (MFMA), MFMA Circular No. 13 and the Budgeting and Reporting Regulation for the necessary approval.

Print Name DR SW VATALA

Municipal Manager of Central Karoo District Municipality

Signature 

Date 10/06/22

Approval

The Top Layer Service Delivery Budget Implementation Plan is herewith approved in terms of Section 53(1)(c)(ii) of the Municipal Finance Management Act (MFMA).

Print Name GAYTON MCKENZIE

Executive Mayor of Central Karoo District Municipality

Signature 

Date 10/06/2022

Executive Summary

The Municipality is required to produce a Service Delivery and Budget Implementation Plan to show the following:

- Monthly projections of revenue and expenditure for the operating and capital budgets
- Quarterly service delivery targets and performance indicators.

Each month the Municipal Manager must present the Executive Mayor with a report reflecting the income and expenditure against these projections.

Every quarter the Executive Mayor must report to Council on the progress of the budget.

Introduction

A Service Delivery and Budget Implementation Plan is defined in chapter 1 of the Act as a detailed plan approved by the Executive Mayor for implementing the municipality's delivery of municipal services and its annual budget.

Essentially a business plan, the SDBIP is an integral part of the financial planning process. Although its approval is required after the budget its preparation has occurred in tandem with the budget process. The SDBIP is the connection between the budget and management's performance agreements, and it includes detailed information on how the budget will be implemented – by means of forecast cash flows – and service delivery targets and performance indicators.

The Components of a SDBIP

The five necessary components of a SDBIP are: -

1. Monthly projections of revenue to be collected for each source.
2. Monthly projections of expenditure (operating and capital) and revenue for each vote.
3. Quarterly projections of service delivery targets and performance indicators for each vote.
4. Ward information for expenditure and service delivery.
5. Capital works plans.

The SDBIP is the formal link between organisational performance and the Budget. It also provides a means to measure cost effective service delivery by linking the inputs – the Budget – to the service outputs and outcomes.

The SDBIP Concept

National Treasury, in MFMA circular 13, outlined the concept of the SDBIP. It is seen 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 over the next twelve months.

It is a management, implementation and monitoring tool that will assist the Executive Mayor, Councillors, Municipal Manager, Senior Managers and community. It is also a performance monitoring tool that enables the Municipal Manager to monitor the performance of senior managers. The MFMA requires that the performance agreements of senior managers be linked to the measurable performance objectives in the SDBIP.

As a vital monitoring tool, the SDBIP should help enable the Executive Mayor and Municipal Manager to be pro-active and take remedial steps in the event of poor performance.

The SDBIP is considered as a layered plan. Whilst only the top layer is made public at council, the budget and performance targets should be broken down into smaller targets and cascaded to middle-level and junior managers. Directorates should be producing their own SDBIP's which roll up into the municipality's SDBIP.

MFMA requirement - Approval of the SDBIP

Under the MFMA the process for approval of the SDBIP is covered under Chapter 7 - Responsibilities of Mayors and Chapter 8 - Responsibilities of municipal officials.

Under chapter 8 the Accounting Officer must submit a draft of the SDBIP to the Executive Mayor within 14 days of the budget being approved as well as drafts of the annual performance agreements required in the Municipal Systems Act.

Chapter 7 of the MFMA requires the Executive Mayor to "take all reasonable steps" to ensure that the SDBIP is approved by the mayor within 28 days after the approval of the budget and that the SDBIP is made public no later than 14 days after that.

MFMA requirement - Implementation & monitoring

Section 54 sets out the responsibilities of the Executive Mayor with regard to budgetary control and the early identification of financial problems.

When a budget monitoring report is received under section 71 or 72 of the MFMA, the Executive Mayor must check whether the budget is being implemented in accordance with the SDBIP.

If it is decided to amend the SDBIP, any revisions to the service delivery targets and performance indicators must be made with the approval of council following an adjustments budget. The Executive Mayor must issue instructions to the accounting officer to ensure that the budget is implemented in terms of the SDBIP.

The revised SDBIP must be promptly made available to the public.

Operating Expenditure

The annual operating budget has been broken down into monthly projections by applying the trends of previous years' spending to each line item in the budget.

The projections in the estimate's annexure are shown by Service Delivery Unit and by expenditure type.

The Operating expenditure budget, excluding recharges, for 2022/23 is R 106 310 809.

Operating Income

Again, previous year trends have been used to provide the estimates for 2022/23 and the previous comments on the shortcomings in this methodology apply to revenue as well. The information is shown by department and by the national standard for showing revenue source. The estimates are based on budgeted income rather than cash collected.

The Operating income budget for 2022/23 is R 110 233 426.

Capital Expenditure

The Capital budget for 2022/23 is R 3 905 500.

Service Delivery Targets and Performance Indicators

A number of meetings were held with directorates and the performance indicators and targets were subsequently developed. These targets have been included in the 2022/23 SDBIP.

The targets and indicators attempt to measure a range of activities in the municipality. It will be the responsibility of directorates to provide information on progress towards achieving these targets on a quarterly basis.

Any revision to the SDBIP resulting from a change in Performance indicators will be reported to Council for approval in terms of Section 54 (c) of the MFMA.

Monitoring and the adjustments budget process

The section 71 and 72 budget monitoring reports required under the MFMA should provide a consolidated analysis of the Municipality's financial position including year-end projections.

As detailed earlier, the Executive Mayor must consider these reports under s54 of the MFMA and then make a decision as to whether the SDBIP should be amended.

The Adjustments Budget concept is governed by various provisions in the MFMA and is aimed at instilling and establishing an increased level of discipline, responsibility and accountability in the municipality's finances. In simple terms, funds can be transferred within a vote but any movements between votes can only be agreed by an adjustments budget

Service Delivery Budget Implementation Plan 2022/23

Ref	Directorate	Function	National KPA	IDP Objective	KPI Name	Unit of Measurement	Ward	KPI Owner	Baseline	Annual Target	Q1	Q2	Q3	Q4
1	Municipal Manager	Finance Administration: Core Function: Finance	Municipal Financial Viability and Management	Deliver a sound and effective administrative and financial service to achieve sustainability and viability in the region	Spend 90% of the municipal capital budget by 30 June 2023 {[Actual amount spent /Total amount budgeted] X100]	% of capital budget spent	Central District Municipality: All	Karoo Municipal Manager	57%	90	10	45	65	90
2	Municipal Manager	Internal Audit: Core Function: Governance Function	Good Governance and Public Participation	Facilitate good governance principles and effective stakeholder participation	Review the Risk Based Audit Plan (RBAP) and submit to the Audit Committee for approval by 30 June 2023	RBAP revised and submitted to the Audit Committee	Central District Municipality: All	Karoo Municipal Manager	1	1	0	0	0	1
3	Municipal Manager	Internal Audit: Core Function: Governance Function	Good Governance and Public Participation	Facilitate good governance principles and effective stakeholder participation	Complete 70% of the audits as per the RBAP by 30 June 2023 {[Audits completed for the year/audits planned for the year according to the RBAP] x100]	% audits completed	Central District Municipality: All	Karoo Municipal Manager	0%	70	0	0	0	70
4	Municipal Manager	Finance and Administration: Core Function: Administrative	Municipal Transformation	Build a well capacitated workforce, skilled youth	Review the organisational structure (Macro) and submit to	Organisational structure reviewed	Central District Municipality: All	Karoo Municipal Manager	0	1	0	0	0	1

Ref	Directorate	Function	National KPA	IDP Objective	KPI Name	Unit of Measurement	Ward	KPI Owner	Baseline	Annual Target	Q1	Q2	Q3	Q4
5	Municipal Manager	and Corporate Support	Institutional Development	Prevent and minimize the impact of possible disasters and improve public safety in the region	Council for approval by 31 May 2023	Conduct monthly Covid 19 DJOC meetings with relevant stakeholders	Number of meetings conducted	Central District Municipality: All	12	12	3	3	3	3
6	Financial Services	Public Safety: Core Function: Fire Fighting and Protection	Basic Service Delivery	Deliver a sound and effective administrative and financial service to achieve sustainability and viability in the region	Review 15 budget related policies and submit to Council for approval by 31 May 2023	Number of policies reviewed and submitted to Council for approval	Central District Municipality: All	Karoo Municipal Manager	18	15	0	0	0	15
7	Financial Services	Finance and Administration: Core Function: Budget and Treasury Office	Good Governance and Public Participation	Deliver a sound and effective administrative and financial service to achieve sustainability and viability in the region	MFMA delegation registered reviewed and submitted to Council for approval by 31 May 2023	MFMA delegation registered reviewed and submitted to Council for approval	Central District Municipality: All	Karoo Director: Finance (CFO)	1	1	0	0	0	1
8	Financial Services	Finance and Administration: Core Function: Finance	Municipal Financial Viability and Management	Compile and submit the financial statements to the	Financial statements compiled and	Financial statements compiled and	Central District Municipality: All	Karoo Director: Finance (CFO)	1	1	1	0	0	0

Ref	Directorate	Function	National KPI	IDP Objective	KPI Name	Unit of Measurement	Ward	KPI Owner	Baseline	Annual Target	Q1	Q2	Q3	Q4
9	Financial Services	Finance and Administration: Core Function: Finance	Municipal Financial Viability and Management	service to achieve sustainability and viability in the region	Deliver a sound and effective administrative and financial service to achieve sustainability and viability in the region	Financial viability measured in terms of the municipality's ability to meet its service debt obligations as at 30 June 2023 [(Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant) x 100]	submitted to the Auditor-General	Central District Municipality: All	Karoo	Director: Finance (CFO)	5%	10	0	0

Ref	Directorate	Function	National KPI	IDP Objective	KPI Name	Unit of Measurement	Ward	KPI Owner	Baseline	Annual target	Q1	Q2	Q3	Q4
10	Financial Services	Finance and Administration: Core Function: Finance	Municipal Financial Viability and Management	Deliver a sound and effective administrative and financial service to achieve sustainability and viability in the region	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2022 [(Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets)]	Cost coverage as at 30 June 2023	Central District Municipality: All	Karoo	Director: Finance (CFO)	1	1.5	0	0	0
11	Corporate and Strategic Support Services	Finance Administration: Core Function: Administrative and Corporate Support	Good Governance and Public Participation	Facilitate good governance principles and effective stakeholder participation	Review Corporate and HR policies and submit to Council for approval by 30 June 2023	Number of policies reviewed and submitted	Central District Municipality: All	Karoo	Director: Corporate and Strategic Support Services	5	2	0	0	2

Ref	Directorate	Function	National KPI	IDP Objective	KPI Name	Unit of Measurement	Ward	KPI Owner	Annual target		
									Q1	Q2	Q3
12	Corporate and Strategic Support Services	Finance and Administration: Core Function: Human Resources	Municipal Transformation and Institutional Development	Build a well capacitated workforce, skilled youth and communities	Spend 0.5% of the municipality's personnel budget on training by 30 June 2023 [(Total Actual Training Expenditure/ Total personnel Budget) x100]	% of the personnel budget spent on training	Central District Municipality: All	Karoo	Director: Corporate and Strategic Support Services	0.5	0
13	Corporate and Strategic Support Services	Finance and Administration: Core Function: Human Resources	Municipal Transformation and Institutional Development	Build a well capacitated workforce, skilled youth and communities	Review the Workplace Skills Plan and submit to LGSETA by 30 April 2023	Workplace Skills Plan reviewed and submitted	Central District Municipality: All	Karoo	Director: Corporate and Strategic Support Services	1	1
14	Corporate and Strategic Support Services	Finance and Administration: Core Function: Human Resources	Municipal Transformation and Institutional Development	Build a well capacitated workforce, skilled youth and communities	The number of people from the employment equity target groups employed (appointed) in the three highest levels of management in compliance with the municipality's approved Equity Plan as at 30 June 2023	Number of people employed	Central District Municipality: All	Karoo	Director: Corporate and Strategic Support Services	0	1

Ref	Directorate	Function	National KPI	IDP Objective	KPI Name	Unit of Measurement	Ward	KPI Owner	Baseline	Annual target	Q1	Q2	Q3	Q4
15	Corporate and Strategic Support Services	Health: Function: Health Services	Core Basic Service Delivery	Promote safe, healthy socially stable communities through the provision of a sustainable environmental health service	Compile and submit bi-annual Water Quality Evaluation Reports to Beaufort West, Prince Albert & Laingsburg Water Service Authorities by 30 June 2023	Number of Water Quality Evaluation Reports submitted to Water Service Authorities by 30 June 2023	Central District Municipality: All	Karoo	Corporate and Strategic Support Services	6	6	0	3	0
16	Corporate and Strategic Support Services	Waste Management: Core Function: Solid Waste Disposal (Landfill Sites)	Basic Service Delivery	Promote safe, healthy socially stable communities through the provision of a sustainable environmental health service	Compile and submit annual Waste Management Evaluation Report to the Beaufort West, Prince Albert & Laingsburg Local Authorities by 30 June 2023	Number of Waste Management Evaluation Reports submitted to Local Authorities by 30 June 2023	Central District Municipality: All	Karoo	Corporate and Strategic Support Services	3	3	0	0	3
17	Corporate and Strategic Support Services	Health: Function: Health Services	Core Basic Service Delivery	Promote safe, healthy socially stable communities through the provision of a sustainable environmental health service	Compile and distribute a Municipal Health Information Document to Beaufort West, Prince Albert & Laingsburg Local Authorities by 30 June 2023	Number of Information Documents submitted to Local Authorities by 30 June 2023	Central District Municipality: All	Karoo	Corporate and Strategic Support Services	1	1	0	0	1

Ref	Directorate	Function	National KPA	IDP Objective	KPI Name	Unit of Measurement	Ward	KPI Owner	Baseline	Annual Target	Q1	Q2	Q3	Q4
18	Corporate and Strategic Support Services	Housing: Function: Informal Settlements	Core Basic Service Delivery	Promote healthy and socially stable communities through the provision of a sustainable environmental health service	Compile and submit bi-annual Informal Settlement Evaluation Reports for Murrayburg, Merweville, Beaufort West, Prince Albert & Klaarstroom to the Beaufort West & Prince Albert Local Authorities by 30 June 2023	Number of Informal Settlement Evaluation Reports submitted to Local Authorities by 30 June 2023	Central District Municipality: All	Karoo	Director: Corporate and Strategic Support Services	10	10	0	5	5
19	Corporate and Strategic Support Services	Planning and Development: Core Function: Economic Development/P lanning	Local Economic Development	Promote regional, economic development, tourism and growth opportunities	Create full time equivalent (FTE's) through expenditure with the EPWP job creation initiatives by 30 June 2023	Number of full time equivalent (FTE's) created	Central District Municipality: All	Karoo	Director: Corporate and Strategic Support Services	20	25	0	0	25
20	Corporate and Strategic Support Services	Planning and Development: Core Function: Corporate Wide Strategic Planning (IDPs, LEDS)	Good Governance and Public Participation	Facilitate good governance principles and effective stakeholder participation	Submit the draft Annual Report in Council by 31 January 2023	Draft Annual Report submitted in Council	Central District Municipality: All	Karoo	Director: Corporate and Strategic Support Services	1	1	0	1	0
21	Corporate and Strategic Support Services	Planning and Development: Core Function: Corporate Wide Strategic	Good Governance and Public Participation	Facilitate good governance principles and effective stakeholder participation	Develop the IDP and Budget Process Plan (2023-2027) and submit to Council by 31 August 2023	IDP and Budget Process Plan submitted	Central District Municipality: All	Karoo	Director: Corporate and Strategic Support Services	1	1	1	0	0



Ref	Directorate	Function	National KPI	IDP Objective	KPI Name	Unit of Measurement	Ward	KPI Owner	Baseline	Annual target	Quarterly Performance			
											Q1	Q2	Q3	Q4
		Planning (IDPs, LEDs)		Promote safe, healthy and socially stable communities through the provision of a sustainable environmental health service	Review the Disaster Management Plan and submit to Council by 31 May 2023	Disaster Management Plan reviewed and submitted	Central District Municipality: All	Karoo	Director: Corporate and Strategic Support Services	1	1	0	0	1
22	Corporate and Strategic Support Services	Community and Social Services: Non-core Function: Disaster Management	Basic Service Delivery											
23	Corporate and Strategic Support Services	Public Safety: Core Function: Fire Fighting and Protection	Basic Service Delivery	Prevent and minimize the impact of possible disasters and improve public safety in the region	Spend 90% of the approved WOSA Safety Grant by 30 June 2023	% of budget spent	Central District Municipality: All	Karoo	Director: Corporate and Strategic Support Services	0.00%	90	10	35	65
24	Corporate and Strategic Support Services	Planning and Development: Core Function: Corporate Wide Strategic Planning (IDPs, LEDs)	Good Governance and Public Participation	Facilitate good governance principles and effective stakeholder participation	Submit the final IDP to Council by 31 May 2023 for approval	Final IDP submitted for approval	Central District Municipality: All	Karoo	Director: Corporate and Strategic Support Services	1	1	1	0	0
25	Roads and Infrastructure Services	Road Transport: Core Function: Roads	Basic Service Delivery	Improve and maintain district roads and promote safe roads transport	Employ workers in temporary positions in terms of skills and labour needs within identified road	Number of temporary workers employed	Central District Municipality: All	Karoo	Senior Manager: Roads and Infrastructure	24	40	0	10	20

Ref	Directorate	Function	National KPI	IDP Objective	KPI Name	Unit of measurement	Ward	KPI Owner	Baseline	Annual target	Q1	Q2	Q3	Q4
26	Roads and Infrastructure Services	Road Transport: Core Function: Roads	Basic Service Delivery	Improve and maintain district roads promote safe roads transport	Spend 95% of the total approved Roads budget by 30 June 2023 [(Actual expenditure divided by approved allocation received) x100]	% of total approved Roads budget spent	Central District Municipality: All	Senior Manager: Roads and Infrastructure	95.00%	95	10	40	65	95
27	Roads and Infrastructure Services	Road Transport: Core Function: Roads	Basic Service Delivery	Improve and maintain district roads promote safe roads transport	Regravle 40 Kilometres of road by 30 June 2023	Number of kilometres regравelled	Central District Municipality: All	Senior Manager: Roads and Infrastructure	37	40	10	20	30	40
28	Roads and Infrastructure Services	Road Transport: Core Function: Roads	Basic Service Delivery	Improve and maintain district roads promote safe roads transport	Spend 95% of the total approved blading and maintenance budget by 30 June 2023 [(Actual expenditure divided by approved allocation received) x100]	% of total approved blading and maintenance budget spent	Central District Municipality: All	Senior Manager: Roads and Infrastructure	90.00%	95	10	40	65	95

REVENUE BY SOURCE - 2022/23

Description	July	August	September	October	November	December	January	February	March	April	May	June	TOTAL
Property rates	0	0	0	0	0	0	0	0	0	0	0	0	0
Service charges - electricity revenue	0	0	0	0	0	0	0	0	0	0	0	0	0
Service charges - water revenue	0	0	0	0	0	0	0	0	0	0	0	0	0
Service charges - sanitation revenue	0	0	0	0	0	0	0	0	0	0	0	0	0
Service charges - refuse revenue	0	0	0	0	0	0	0	0	0	0	0	0	0
Rental of facilities and equipment	4167	4167	4167	4167	4167	4167	4167	4167	4167	4167	4163	50000	
Interest earned - external investments	87417	87417	87417	87417	87417	87417	87417	87417	87417	87417	87413	1049000	
Interest earned - outstanding debtors	0	0	0	0	0	0	0	0	0	0	0	0	0
Dividends received	0	0	0	0	0	0	0	0	0	0	0	0	0
Fines, penalties and forfeits	0	0	0	0	0	0	0	0	0	0	0	0	0
Licences and permits	1530	1530	1530	1530	1530	1530	1530	1530	1530	1530	1528	18000	
Agency services	554800	554800	554800	554800	554800	554800	554800	554800	554800	554800	554800	6658000	
Transfers and Subsidies - Operational	3647728	3647728	3647728	3647728	3647728	3647728	3647728	3647728	3647728	3647728	3647732	43773000	
Other revenue	4890478	4890478	4890478	4890478	4890478	4890478	4890478	4890478	4890478	4890478	4890472	58686000	
TOTAL	9186120	9186107	110233427										

MUNICIPAL REVENUE, OPERATIONAL & CAPITAL EXPENDITURE - 2022/23

Sub-Directorate [R]	Function [R]	July		August		September	
		Revenue	Operational Exp.	Revenue	Operational Exp.	Capital Exp.	
Municipal Manager	Executive and Council: Core Function: Municipal Manager, Town Secretary and Chief Executive	4137000	877000	6000	4137000	877000	6000
Municipal Manager	Internal Audit	0	77000	0	0	77000	0
Corporate Services	Finance and Administration: Core Function: Administrative and Corporate Support	220000	1889000	266000	220000	1889000	266000
Financial Services	Finance and Administration: Core Function: Finance	0	0	0	0	0	0
Corporate Services	Public Safety: Non-core Function: Fire Fighting and Protection	0	105000	0	0	105000	0
Corporate Services	Housing: Core Function: Housing	0	0	0	0	0	0
Corporate Services	Health: Core Function: Food Control	3000	475000	50000	3000	475000	50000
Corporate Services	Planning and Development: Core Function: Corporate Wide Strategic Planning (IDPs, LEDs)	203000	796000	3000	203000	796000	3000
Corporate Services	Road Transport: Core Function: Roads	4623000	4623000	0	4623000	4623000	0
Corporate Services	Environmental Protection : Core Function: Pollution Control	0	0	0	0	0	0
Operations	Energy Sources: Core Function: Electricity	0	0	0	0	0	0
Operations	Water Management: Core Function: Water Distribution	0	0	0	0	0	0
Operations	Waste Water Management: Non-core Function: Sewerage	0	0	0	0	0	0
Operations	Waste Management: Core Function: Solid Waste Removal	0	0	0	0	0	0
Tourism	Other: Core Function: Tourism	0	40000	0	0	40000	0
TOTAL		9186000	8916000	325000	9186000	325000	8916000
TOTAL							325000

Sub-Directorate [R]	Function [R]	October			November			December		
		Revenue		Operational Exp.		Capital Exp.				
Municipal Manager	Executive and Council: Core Function: Municipal Manager, Town Secretary and Chief Executive	4137000	877000	6000	4137000	877000	6000	4137000	877000	6000
Municipal Manager	Internal Audit	0	77000	0	0	77000	0	0	77000	0
Corporate Services	Finance and Administration: Core Function: Administrative and Corporate Support	220000	1889000	266000	220000	1889000	266000	220000	1889000	266000
Financial Services	Finance and Administration: Core Function: Finance	0	0	0	0	0	0	0	0	0
Corporate Services	Community and Social Services: Core Function: Community Halls and Facilities	160420	154840	0	160420	154840	0	160420	154840	0
Corporate Services	Sport and Recreation: Core Function: Recreational Facilities	0	0	0	0	0	0	0	0	0
Corporate Services	Public Safety: Non-core Function: Fire Fighting and Protection	0	105000	0	0	105000	0	0	105000	0
Corporate Services	Housing: Core Function: Housing	0	0	0	0	0	0	0	0	0
Corporate Services	Health: Core Function: Food Control	3000	475000	50000	3000	475000	50000	3000	475000	50000
Corporate Services	Planning and Development: Core Function: Corporate Wide Strategic Planning (IDPs, LEDs)	203000	796000	3000	203000	796000	3000	203000	796000	3000
Corporate Services	Road Transport: Core Function: Roads	4623000	4623000	0	4623000	4623000	0	4623000	4623000	0
Corporate Services	Environmental Protection: Core Function: Pollution Control	0	0	0	0	0	0	0	0	0
Operations	Energy Sources: Core Function: Electricity	0	0	0	0	0	0	0	0	0
Operations	Water Management: Core Function: Water Distribution	0	0	0	0	0	0	0	0	0

Sub-Directorate [R]	Function [R]	October			November			December		
		Revenue			Operational Exp.			Capital Exp.		
Operations	Waste Water Management: Non-core Function: Sewerage	0	0	0	0	0	0	0	0	0
Operations	Waste Management: Core Function: Solid Waste Removal	0	0	0	0	0	0	0	0	0
Tourism	Other: Core Function: Tourism	0	40000	0	0	40000	0	0	40000	0
	TOTAL	110233000	8916000	325000	9186000	8916000	325000	9186000	8916000	325000

Sub-Directorate [R]	Function [R]	January			February			March		
		Revenue			Operational Exp.			Capital Exp.		
Municipal Manager	Executive and Council: Core Function: Municipal Manager, Town Secretary and Chief Executive	4137000	877000	6000	4137000	877000	6000	4137000	877000	6000
Municipal Manager	Internal Audit	0	77000	0	0	77000	0	0	77000	0
Corporate Services	Finance and Administration: Core Function: Administrative and Corporate Support	220000	1889000	266000	220000	1889000	266000	220000	1889000	266000
Financial Services	Finance and Administration: Core Function: Finance	0	0	0	0	0	0	0	0	0
Corporate Services	Public Safety: Non-core Function: Fire Fighting and Protection	0	105000	0	0	105000	0	0	105000	0
Corporate Services	Housing: Core Function: Housing	0	0	0	0	0	0	0	0	0
Corporate Services	Health: Core Function: Food Control	3000	475000	50000	3000	475000	50000	3000	475000	50000

Sub-Directorate [R]	Function [R]	January			February			March		
		Revenue			Operational Exp.			Capital Exp.		
Corporate Services	Planning and Development: Core Function: Corporate Wide Strategic Planning (IDPs, LEDs)	203000	796000	3000	203000	796000	3000	203000	796000	3000
Corporate Services	Road Transport: Core Function: Roads	4623000	4623000	0	4623000	4623000	0	4623000	4623000	0
Corporate Services	Community and Social Services	0	34000	0	0	34000	0	0	0	34000
Operations	Energy Sources: Core Function: Electricity	0	0	0	0	0	0	0	0	0
Operations	Water Management: Core Function: Water Distribution	0	0	0	0	0	0	0	0	0
Operations	Waste Water Management: Non-core Function: Sewerage	0	0	0	0	0	0	0	0	0
Operations	Waste Management: Core Function: Solid Waste Removal	0	0	0	0	0	0	0	0	0
Tourism	Other: Core Function: Tourism	0	40000	0	40000	0	0	40000	0	0
TOTAL		9186000	8916000	325000	9186000	325000	9186000	325000	8916000	325000

Sub-Directorate [R]	Function [R]	April			May			June		
		Revenue			Operational Exp.			Capital Exp.		
Municipal Manager	Executive and Council: Core Function: Municipal Manager, Town Secretary and Chief Executive	4137000	877000	6000	4137000	877000	6000	4137000	877000	6000
Municipal Manager	Internal Audit	0	77000	0	0	77000	0	0	77000	0
Corporate Services	Finance and Administration: Core Function: Administrative and Corporate Support	2200000	1889000	266000	2200000	1889000	266000	2200000	1210000	266000
Financial Services	Finance and Administration: Core Function: Finance	0	0	0	0	0	0	0	0	0
Corporate Services	Public Safety: Non-core Function: Fire Fighting and Protection	0	105000	0	0	105000	0	0	105000	0
Corporate Services	Housing: Core Function: Housing	0	0	0	0	0	0	0	0	0
Corporate Services	Health: Core Function: Food Control	3000	475000	50000	3000	475000	50000	3000	475000	50000
Corporate Services	Planning and Development: Core Function: Corporate Wide Strategic Planning (IDPs, LEDS)	203000	796000	3000	203000	796000	3000	203000	796000	3000
Corporate Services	Road Transport: Core Function: Roads	4623000	4623000	0	4623000	4623000	0	4623000	4623000	0
Corporate Services	Community and social services	0	34000	0	0	34000	0	0	34000	0
Operations	Energy Sources: Core Function: Electricity	0	0	0	0	0	0	0	0	0
Operations	Water Management: Core Function: Water Distribution	0	0	0	0	0	0	0	0	0
Operations	Waste Water Management: Non-core Function: Sewerage	0	0	0	0	0	0	0	0	0
Operations	Waste Management: Core Function: Solid Waste Removal	0	0	0	0	0	0	0	0	0
Tourism	Other: Core Function: Tourism	0	40000	0	0	40000	0	0	40000	0

Sub-Directorate [R]	Function [R]	April			May			June		
		Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.
	TOTAL	9186000	8916000	325000	9186000	8916000	325000	9186000	8237000	325000

Sub-Directorate [R]	Function [R]	TOTAL			TOTAL		
		Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.
Office of the Municipal Manager	Executive and Council [Core function] - Municipal Manager, Town Secretary and Chief Executive	49642000	11449000	70000			
Senior Manager: Corporate Services	Finance and Administration [Core function] - Administrative and Corporate Support	2644000	21986000	3196000			
Senior Manager: Financial Services (CFO)	Finance and Administration [Core function] - Finance	0	0	0			
Emergency Services	Community and Social Services [Core function] - Community Halls and Facilities	0	404000	0			
Emergency Services	Sport and Recreation [Core function] - Recreational Facilities	0	0	0			
Emergency Services	Public Safety [Core function] - Fire Fighting and Protection	0	1263000	0			
Operations	Housing [Core function] - Housing	0	0	0			
Municipal Health Services	Health [Core function] - Health Services	32000	5701000	600000			
Strategic Support Services	Planning and Development [Core function] - Corporate Wide Strategic Planning (IDPs, LEDs)	2435000	9546000	40000			
Senior Manager: Roads and Infrastructure	Road Transport [Core function] - Roads	55480	55480	0			
Municipal Health Services	Environmental Protection [Core function] - Pollution Control	0	0	0			
Operations	Electricity [Core function] - Electricity	0	0	0			
Operations	Water Management [Core function] - Water Distribution	0	0	0			
Operations	Waste Water Management [Core function] - Sewerage	0	0	0			

Sub-Directorate [R]		Function [R]		TOTAL	
				Revenue	Operational Exp.
Operations	Waste Management [Core function] - Solid Waste Removal			0	0
Tourism	Other [Core function] - Tourism			0	481000
	TOTAL			110233000	106310000
					3906000

Capital Expenditure per month - 2022/23

Sub-Directorate	Function	Project name	Funding source	Planned Start Date	Planned Completion Date	Ward	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	Total
Corporate Services - Municipal Health Services	Health: Core Function: Health Services	Capital Finance Computer Equipment	Own Funds	2022/07/01	2023/06/30	All	0	0	0	0	0	0	0	0	0	0	0	0	40000
Corporate Services - Municipal Health Services	Health: Core Function: Health Services	Capital Health Machinery and Equipment	Own Funds	2022/07/01	2023/06/30	All	0	0	0	0	0	0	0	0	0	0	0	0	40000
Corporate Services - Emergency Services	Planning and Development: Core Function: Economic Development/ Planning	Capital Disaster Management Equipment	Own Funds	2022/07/01	22023/06/30	All	0	0	0	0	0	0	0	0	0	0	0	0	20000
Corporate Services - Directorate: Corporate Services	Finance and Administration: Core Function: Administrative and Corporate Support	Capital Corporate Furniture And Equipment	Own Funds	2022/07/01	2023/06/30	All	0	0	0	0	0	0	0	0	0	0	0	0	103000
Corporate Services - Human Resource Management	Finance and Administration: Core Function: Administrative and Corporate Support	Capital Corporate -HR Computer Equipment	Own Funds	2022/07/01	2023/06/30	All	0	0	0	0	0	0	0	0	0	0	0	0	30000

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Sub-Directorate	Function	Project name	Funding source	Planned Start Date	Planned Completion Date	Ward	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	Total	
Corporate Services – Strategic Services	Planning and Development: Core Function: Economic Development/ Planning	Capital Corporate - Strategic Computer Equipment	Own Funds	2022/07/01	2023/06/30	All	0	0	0	0	0	0	0	0	0	0	0	0	0	20000
Corporate Services – Strategic Services	Planning and Development: Core Function: Economic Development/ Planning	Capital Corporate - Strategic Furniture and Equipment	Own Funds	2022/07/01	2023/06/30	All	0	0	0	0	0	0	0	0	0	0	0	0	0	22500
Corporate Services – Director: Corporate Services	Finance and Administration: Core Function: Administrative and Corporate Support	Capital Corporate Office Building	Own Funds	2022/07/01	2023/06/30	All	0	0	0	0	0	0	0	0	0	0	0	0	0	300000 0
Financial Services: Finance	Finance and Administration: Core function: Finance	Capital Finance – Computer Equipment	Own Funds	2022/07/01	2023/06/30	All	0	0	0	0	0	0	0	0	0	0	0	0	0	600000

CIRCULAR 83 - SDBIP ANNEXURE							
Performance indicator	Ref No.	Data element	Baseline [Annual Performance or 2021/22 estimated]	Annual target for 2022/23	Quarterly Planned output as per SDBIP	1st Quarter Actual output	Variation
LED1.11 Percentage of total municipal operating expenditure spent on contracted services physically residing within the municipal area	LED1.11(1)	[1] R-value of operating expenditure on contracted services within the municipal area					
LED1.11(2) Total municipal operating expenditure on contracted services	LED1.11(2)	[2] Total municipal operating expenditure on contracted services					
LED1.12 Number of work opportunities created through Public Employment Programmes (incl. EPWP, CVP and other related employment programmes)	LED1.12(1)	[1] Number of work opportunities provided by the municipality through the Expanded Public Works Programme					
LED1.21 Percentage of the municipality's operating budget spent on Indigenous relief for free basic services within the municipal area	LED1.21(1)	[2] Number of work opportunities provided through the Community Works Programme and other related infrastructure initiatives					
LED2.12 Percentage of the municipality's operating budget spent on Indigenous relief for free basic services	GG6.11(1)	[1] R-value of operating budget expenditure on free basic services					
GG6.11(2) Total operating budget for the municipality	GG6.11(2)	[2] Total operating budget for the municipality					
LED3.31 Average number of days from the point of advertising to the letter of award per 80/20 procurement process	LED3.31(1)	[1] Sum of the number of days from the point of advertising a tender in terms of the 80/20 procurement process to the issuing of the letter of award					
LED3.31(2) Total number of 80/20 tenders awarded as per the procurement process	LED3.31(2)	[2] Total number of 80/20 tenders awarded as per the procurement process					
LED3.32 Percentage of municipal payments made to service providers who submitted complete forms within 30-days of invoice submission	LED3.32(1)	[1] Number of municipal payments within 30-days of complete invoice receipt made to service providers					
LED3.32(2) Total number of complete invoices received (30 days or older)	LED3.32(2)	[2] Total number of complete invoices received (30 days or older)					
GG1.21 Staff vacancy rate	GG1.21(1)	[1] The number of employees on the approved organisational structure					
GG1.22 Percentage of vacant posts filled within 3 months	GG1.22(1)	[2] The number of permanent employees in the municipality					
GG1.22(2) Number of vacant posts filled within 3 months since the date [dd/mm/yyyy] of authority to proceed with filling the vacancy	GG1.22(2)	[1] Number of vacant posts filled within 3 months since the date [dd/mm/yyyy] of authority to proceed with filling the vacancy					
GG2.31 Percentage of official complaints responded to through the municipal complaint management system	GG2.31(1)	[1] Number of official complaints responded to according to municipal norms and standards					
GG2.31(2) Number of official complaints received	GG2.31(2)	[2] Number of official complaints received					
GG4.11 Number of agenda items deferred to the next council meeting	GG4.11(1)	[1] Sum total number of all council agenda items deferred to the next meeting					
GG5.11 Number of active suspensions longer than three months	GG5.11(1)	[1] Simple count of the number of active suspensions in the municipality lasting more than three months					
GG5.12 Quarterly salary bill of suspended officials	GG5.12(1)	[1] Sum of the salary bill for all suspended officials for the reporting period					
C88 OUTPUT INDICATORS FOR QUARTERLY REPORTING							
QUARTERLY COMPLIANCE INDICATORS							
Cl.1 Number of signed performance agreements by the MM and section 56 managers	C1.						
Cl.2 Number of ExCo or Mayoral Executive meetings held	C2.						
Cl.3 Number of Council portfolio committees meetings held	C3.						
Cl.4 Number of MPA/C meetings held	C4.						
Cl.5 Number of formal (initiated) meetings between the Mayor, Speaker and MM were held to deal with municipal matters	C5.						
Cl.6 Number of formal (initiated) meetings to which all senior managers were invited/ held	C6.						
Cl.7 Number of councillors completed training	C7.						
Cl.8 Number of municipal officials completed training	C8.						
Cl.9 Number of days of sick leave taken by employees	C9.						
Cl.10 Number of permanent employees employed	C10.						
Cl.11 Number of temporary employees employed	C11.						
Cl.12 Number of litigation cases instituted by the municipality	C12.						
Cl.13 Number of recognised traditional and Shosan leaders in attendance [sum of] at all council meetings	C13.						
Cl.14 Number of forensic investigations conducted	C14.						
Cl.15 Number of days of sick leave taken by employees	C15.						
Cl.16 Number of permanent employees employed	C16.						
Cl.17 Number of temporary employees employed	C17.						
Cl.18 Number of approved demonstrations in the municipal area	C18.						
Cl.19 Number of recognised traditional and Shosan leaders in attendance [sum of] at all council meetings	C19.						
Cl.20 Number of permanent environmental health practitioners employed by the municipality	C20.						
Cl.21 Number of Council meetings held	C21.						
Cl.22 Number of council meetings disrupted	C22.						
Cl.23 Number of protests reported	C23.						
Cl.24 Number of all tenders awarded	C24.						
Cl.25 R-Value of all tenders awarded	C25.						
Cl.26 Number of all awards made in terms of Section 36 of the MFMA Municipal Supply Chain Management Regulations	C26.						
Cl.27 Number of all awards made in terms of Section 36 of the MFMA Municipal Supply Chain Management Regulations	C27.						
Cl.28 Number of business licences approved	C28.						
Cl.29 Number of tenders won, procured awarded	C29.						

C34.	Number of months the Municipal Manager's position has been filled (not Acting)
C35.	Number of months the Chief Financial Officer's position has been filled (not Acting)
C36.	Number of vacant posts of senior managers
C38.	Number of filled posts in the treasury and budget office
C40.	Number of filled posts in the development and planning department
C42.	Number of registered engineers employed in approved posts
C43.	Number of engineers employed in approved posts
C44.	Number of disciplinary cases in the municipality
C45.	Number of finalised disciplinary cases
C47.	Number of waste management posts filled
C49.	Number of electricians employed in approved posts
C51.	Number of filled water and wastewater management posts
C59.	Number of municipal buildings that consume renewable energy
C61.	Total number of chemical toilets in operation
C63.	Total volume of water delivered by water trucks
C67.	Number of paid full-time firefighter employees by the municipality
C68.	Number of part-time and firefighter reserves in the service of the municipality
C69.	Number of displaced persons to whom the municipality delivered assistance
C70.	Number of volunteer responders in the service of the municipality
C71.	Number of procurement processes where disputes were raised
C73.	Number of structural fires occurring in informal settlements
C74.	Number of dwellings in informal settlements affected by structural fires (estimate)
C75.	Number of people displaced within the municipal area
C76.	Number of SMEs and informal businesses benefitting from municipal digitisation support programmes rolled out directly or in partnership with other stakeholders
C77.	B-BBEE Procurement Spend on Empowering Suppliers that are at least 51% black owned based
C78.	B-BBEE Procurement Spend on Empowering Suppliers that are at least 20% black women owned
C79.	B-BBEE Procurement Spend from all Empowering Suppliers based on the B-BBEE Procurement
C86.	Number of households in the municipal area registered as indigent
C89.	Number of meetings of the Executive or Mayoral Committee postponed due to lack of quorum

COMPLIANCE QUESTIONS	
Q1.	Does the municipality have an approved Performance Management Framework?
Q2.	Has the DPF been adopted by Council by the target date?
Q3.	Does the municipality have an approved LED Strategy?
Q4.	What are the main causes of work stoppage in the past quarter by type of stoppage?
Q5.	How many public meetings were held in the last quarter at which the Mayor or members of the Mayor/Executive committee provided a report back to the public?
Q6.	When was the last scientifically representative community feedback survey undertaken in the municipality?
Q7.	What are the biggest causes of complaints or dissatisfaction from the community feedback survey? Indicate the top four issues in order of priority.
Q9.	Does the municipality have an Internal Audit Unit?
Q10.	Is there a dedicated position responsible for internal audits?
Q11.	Is the internal audit position filled or vacant?
Q12.	Has an Audit Committee been established? If so, is it functional?
Q13.	Has the internal audit plan been approved by the Audit Committee?
Q14.	Has an Internal Audit Charter and Audit Committee charter been approved and adopted?
Q15.	Does the internal audit plan set monthly targets?
Q16.	How many monthly targets in the internal audit plan were not achieved?
Q17.	Does the Municipality have a dedicated SMMs support unit or Facility in place either directly or in partnership with a relevant roleplayer?
Q18.	What economic incentive policies adopted by Council does the municipality have by date of adoption?
Q19.	Is the municipal supplier database aligned with the Central Supplier Database?
Q21.	What is the organisational location of the disaster risk management function within your municipality? (Specify the placement and highest level filled post within it).
Q22.	Please list the name of the structure and date of every meeting of an official IGR structure that the municipality participated in this quarter:
Q23.	Where is the organisational responsibility for the IGR support function located within the municipality (inclusive of the reporting line)?
Q24.	Is the NPAC functional? List the reasons why if the answer is not 'Yes'.
Q25.	Has a report by the Executive Committee on all decisions it has taken been submitted to Council this financial year?