

CENTRAL KAROO DISTRICT MUNICIPALITY



ADJUSTED SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)

2017/18

Municipal Finance Management Act:

Section 54(1) (c) – Approval by the Mayor

Section 54 (1) (c) states that 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 the approval of an adjustments budget.

Print Name STEFANUS JOOSTE

Municipal Manager of Central Karoo District Municipality

Signature 

Date 14/03/18

Approval

The Adjusted Top Layer Service Delivery Budget Implementation Plan is herewith approved in terms of Section 54(1) (c) of the Municipal Finance Management Act (MFMA).

Print Name Magnetha Jaftha

Mayor of Central Karoo District Municipality

Signature 

Date 14/03/18

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1. Introduction and Overview

The Service Delivery and Budget Implementation Plan (SDBIP) is a mechanism that ensures proper alignment between the Municipality's Integrated Development Plan (IDP) and the Budget. It is central to the monitoring and evaluation of the performance of the Municipality in implementing its IDP and its annual Budget.

The IDP is the Municipality's five-year principal strategic planning document. Importantly, it ensures close co-ordination and integration between programmes and activities, both internally and externally, with other spheres of government. The IDP therefore ultimately enhances integrated service delivery and development. The IDP priorities inform all planning and budgeting processes.

The SDBIP consists of a one-year detailed performance plan, a three-year capital works plan, as well as financial projections of income and expenditure. It outlines Key Performance Indicators and Targets linked to Key Performance Areas derived from the IDP. Quarterly targets are identified in the SDBIP, and these are monitored and reported upon accordingly.

2. Legislative Framework

The Local Government: Municipal Finance Management Act, 56 of 2003 (MFMA) require municipalities to develop a SDBIP on an annual basis. In terms of section 53(1) (c) (ii), the SDBIP is defined as a detailed plan approved by the Mayor of a municipality for implementing that municipality's delivery of municipal services and its annual budget. It must indicate the following:

- (a) Projections for each month of:
 - (i) Revenue to be collected by source; and
 - (ii) Operational and capital expenditure by vote
- (b) Service delivery targets and performance indicators for each quarter; and
- (c) Other matters prescribed.

The Executive Mayor of the CKDM is required to approve the SDBIP within 28 days after the approval of the IDP and Budget and must be publicised within 14 days after such approval by the Executive Mayor.

3. SDBIP cycle

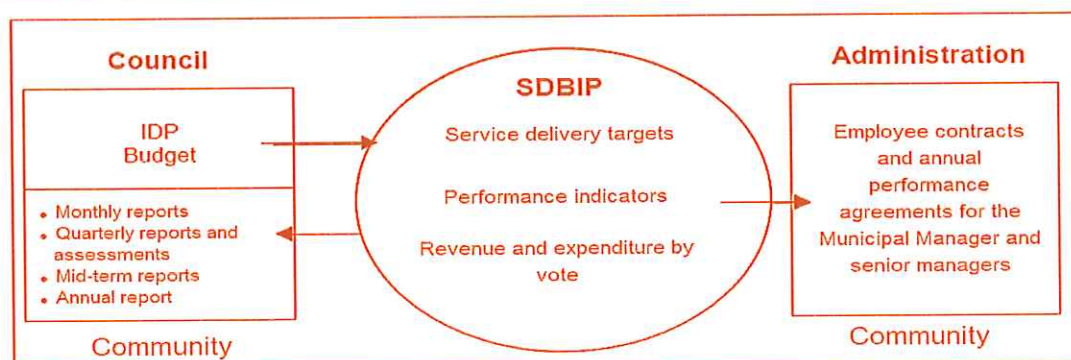


Figure 1: SDBIP cycle

The SDBIP constitutes a contract between the administration, Council and the community and ensures that everyone is moving in the same direction as mapped in the IDP. It provides a focus on outputs, outcomes and inputs. It also enables senior managers to monitor the performance of their sub-ordinates; the Municipal Manager to monitor the performance of senior managers; the Executive Mayor to monitor the performance of the Municipal Manager; the Council to monitor the performance of the administration; and the community to monitor the performance of the Council.

4. Performance Reporting

To enhance performance assessment, accountability monitoring and evaluation, reporting requirements are outlined below:

Frequency and nature of report	Mandate	Recipients
Monthly reporting on actual revenue targets and spending against budget no later than 10 working days after the end of each month	Section 71 of the MFMA	1. National Treasury
Quarterly progress report	Section 41 (1) (e) of the Systems Act, Section 166 (2) (a) (v) and (vii) of the Municipal Management Finance Act (MFMA) and Regulation 7 of Municipal Planning and Performance Management Regulations. Section 52 of the MFMA.	1. Municipal Manager 2. Executive Mayor 3. Mayoral Committee 4. Council 5. Audit Committee 6. National Treasury 7. Provincial Government
Mid-year performance assessment (assessment and report due by 25 January each year)	Section 72 of the MFMA. Section 13 (2) (a) of Municipal Planning and Performance Regulations 2001.	1. Municipal Manager 2. Executive Mayor 3. Mayoral Committee 4. Council 5. Audit Committee 6. National Treasury 7. Provincial Government
Annual Report (to be tabled before Council by 31 January (draft and approved / published by 31 March each year)	Sections 121 and 127 of the MFMA, as read with Section 46 of the Systems Act and Section 6 of the Systems Amendment Act.	1. Executive Mayor 2. Mayoral Committee 3. Council 4. Audit Committee 5. Auditor-General 6. National Treasury 7. Provincial Government 8. Local Community

Table 1: Performance Reporting

5. Adjustment TL Service Delivery and Budget Implementation Plan (SDBIP) 17/18

The Top Layer SDBIP reflects the institution performance targets and indicator:

Ref	Directorate	National KPA	Strategic Objective	Municipal KPA	KPI	Unit of Measurement	Area	KPI Owner	Baseline	Source of Evidence	Annual Target	KPI Calculation Type			
												Q1 Target	Q2 Target	Q3 Target	Q4 Target
TL1	Municipal Manager	Good Governance and Public Participation	Facilitate good governance principles and effective stakeholder participation	Good Governance and Public Participation	Hold quarterly Risk, Internal Audit and Legal District Shared Services meetings with local municipalities during the 2017/18 financial year	Number of quarterly meetings held	All	Municipal Manager	4	Attendance register, invitations	4	1	1	1	1
TL2	Municipal Manager	Good Governance and Public Participation	Facilitate good governance principles and effective stakeholder participation	Good Governance and Public Participation	Review and submit the Spatial Development Framework to Council for approval by 30 June 2018	Policy reviewed and submitted to Council for approval by 30 June 2018	All	Municipal Manager	1	Agenda of the Council meeting	1	0	0	0	1
TL4	Corporate Services	Good Governance and Public Participation	Facilitate good governance principles and effective stakeholder participation	Good Governance and Public Participation	Review 10 corporate and HR policies and submit to Council for approval by 30 June 2018	Number of policies reviewed and submitted to Council for approval by 30 June 2018	All	Director Corporate Services	10	Agenda of the Council meeting	10	0	0	0	10
TL5	Corporate Services	Good Governance and Public Participation	Facilitate good governance principles and effective stakeholder participation	Good Governance and Public Participation	Review and submit the delegation register to Council for approval by 30 June 2018	Delegation registered reviewed and submitted to Council for approval by 30 June 2018	All	Director Corporate Services	1	Agenda of the Council meeting	1	0	0	0	1
TL6	Municipal Manager	Good Governance and Public Participation	Facilitate good governance principles and effective stakeholder participation	Good Governance and Public Participation	Table the draft Annual Report in Council by 31 January 2018	Draft Annual Report tabled in Council by 31 January 2018	All	Director Corporate Services	1	Agenda of the Council meeting	1	0	0	1	0
TL7	Technical Services	Municipal Financial Viability and Management	Deliver a sound and effective administrative and financial service to achieve sustainability and viability in the region	Municipal Financial Viability and Management	Review 10 budget related policies and submit to Council for approval by 31 March 2018	Number of policies reviewed and submitted to Council for approval by 31 March 2018	All	CFO	10	Agenda of the Council meeting	10	0	0	10	0
TL8	Financial Services	Municipal Financial Viability and Management	Deliver a sound and effective administrative and financial service to achieve sustainability and viability in the region	Municipal Financial Viability and Management	Review and submit the MFMA delegation register to Council for approval by 31 May 2018	MFMA delegation registered reviewed and submitted to Council for approval by 31 May 2018	All	CFO	1	Agenda of the Council meeting	1	0	0	0	1
TL9	Financial Services	Municipal Financial Viability and Management	Deliver a sound and effective administrative and financial service to achieve sustainability and viability in the region	Municipal Financial Viability and Management	Compile a long term Financial Plan / Strategy and submit to Council for approval by 31 May 2018	Long term Financial Plan / Strategy developed and submitted to Council for approval by 31 May 2018	All	CFO	1	Agenda of the Council meeting	1	0	0	0	1

Ref	Directorate	National KPA	Strategic Objective	Municipal KPA	KPI	Unit of Measurement	Area	KPI Owner	Baseline	Source of Evidence	Annual Target	KPI Calculation Type			
												Q1 Target	Q2 Target	Q3 Target	Q4 Target
TL10	Financial Services	Municipal Financial Viability and Management	Deliver a sound and effective administrative and financial service to achieve sustainability and viability in the region	Municipal Financial Viability and Management	Compile and submit the financial statements to the Auditor-General by 31 August 2017	Financial statements compiled and submitted to the Auditor-General by 31 August 2017	All	CFO	1	Acknowledgement of receipt	1	0	0	0	
TL11	Financial Services	Municipal Financial Viability and Management	Deliver a sound and effective administrative and financial service to achieve sustainability and viability in the region	Municipal Financial Viability and Management	Financial Viability measured in terms of the municipality's ability to meet its service debt obligations as at 30 June 2018 (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant)	% of debt coverage	All	CFO	32%	Annual Financial Statements and calculation sheet	32%	0%	0%	32%	
TL12	Financial Services	Municipal Financial Viability and Management	Deliver a sound and effective administrative and financial service to achieve sustainability and viability in the region	Municipal Financial Viability and Management	Financial Viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2018 ((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)	Number of months it takes to cover fixed operating expenditure with available cash	All	CFO	1	Annual Financial Statements and calculation sheet	1	0	0	1	
TL13	Municipal Manager	Municipal Financial Viability and Management	Deliver a sound and effective administrative and financial service to achieve sustainability and viability in the region	Municipal Financial Viability and Management	Spend 90% of the municipal capital budget on capital projects by 30 June 2018. ((Actual amount spent on projects / Total amount budgeted for capital projects) X 100)	% of capital budget spent	All	Municipal Manager	90%	Report generated from the financial system	90%	25%	40%	60%	90%
TL14	Financial Services	Municipal Financial Viability and Management	Deliver a sound and effective administrative and financial service to achieve sustainability and viability in the region	Municipal Financial Viability and Management	Develop a Revenue Enhancement Strategy and submit to Council for consideration by 30 June 2018	Strategy developed and submitted to Council for consideration by 30 June 2018	All	CFO	New Key Performance Indicator for 2017/18 financial year	Agenda of the Council meeting	1	0	0	0	1
TL15	Corporate Services	Good Governance and Public Participation	Deliver a sound and effective administrative and financial service to achieve sustainability and viability in the region	Good Governance and Public Participation	Review the organisational structure and submit to Council for approval by 31 March 2018	Organisational structure reviewed and submitted to Council for approval by 31 March 2018	All	Director Corporate Services	1	Agenda of the Council meeting	1	0	0	1	0

Ref	Directorate	National KPA	Strategic Objective	Municipal KPA	KPI	Unit of Measurement	Area	KPI Owner	Baseline	Source of Evidence	Annual Target	KPI Calculation Type			
												Q1 Target	Q2 Target	Q3 Target	Q4 Target
TL16	Financial Services	Municipal Financial Viability and Management	Deliver a sound and effective administrative and financial service to achieve sustainability and viability in the region	Municipal Financial Viability and Management	Establish a centralised Supply Chain Management Unit by 31 August 2017	Centralised Supply Chain Management Unit established by 31 August 2017	All	CFO	New Key Performance Indicator for 2017/18 financial year	SOP, Memorandum submitted to Mayoral Committee	1	0	0	0	
TL17	Corporate Services	Municipal Transformation and Institutional Development	Build a well capacitated workforce, skilled youth and communities	Municipal Transformation and Institutional Development	Spend 1% of the municipality's personnel budget on implementing its Workplace Skills Plan by 30 June 2018 (Total Actual Training Expenditure/Total personnel Budget) x100	% of the personnel budget spent on training	All	Director Corporate Services	1%	Report generated from the financial system	1%	0%	0%	1%	
TL18	Corporate Services	Municipal Transformation and Institutional Development	Build a well capacitated workforce, skilled youth and communities	Municipal Transformation and Institutional Development	Limit the vacancy rate to 10% of budgeted post as at 30 June 2018	% vacancy rate as at 30 June 2018	All	Director Corporate Services	10%	Annual Financial Statements and calculation sheet	10%	0%	0%	10%	
TL19	Corporate Services	Municipal Transformation and Institutional Development	Build a well capacitated workforce, skilled youth and communities	Municipal Transformation and Institutional Development	Review the Workplace Skills Plan and submit to LGSETA by 30 April 2018	Workplace skills plan reviewed and submitted to LGSETA by 30 April 2018	All	Director Corporate Services	1	Proof of submission	1	0	0	1	
TL20	Corporate Services	Municipal Transformation and Institutional Development	Build a well capacitated workforce, skilled youth and communities	Municipal Transformation and Institutional Development	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 2018	Number of people employed as per approved Equity Plan as at 30 June 2018	All	Director Corporate Services	1	Excel spreadsheet - File Name: Personnel	1	0	0	1	
TL21	Financial Services	Good Governance and Public Participation	Facilitate good governance principles and effective stakeholder participation	Good Governance and Public Participation	Review and submit the IDP Budget Process Plan to Council for approval by 31 August 2017	IDP Budget Process plan submitted to Council for approval by 31 August 2017	All	CFO	1	Agenda of the Council meeting	1	0	0	0	
TL22	Municipal Manager	Good Governance and Public Participation	Facilitate good governance principles and effective stakeholder participation	Good Governance and Public Participation	Revise the Risk Based Audit Plan (RBAP) and submit to the Audit Committee for approval by 30 June 2018	RBAP revised and submitted to the Audit Committee for approval by 30 June 2018	All	Municipal Manager	1	Minutes of the Audit Committee meeting	1	0	0	1	
TL23	Municipal Manager	Good Governance and Public Participation	Facilitate good governance principles and effective stakeholder participation	Good Governance and Public Participation	Complete 70% of audits as per the RBAP by 30 June 2018 [Audits completed for the year/audits planned for the year according to the RBAP) x100]	% audits completed	All	Municipal Manager	70%	RBAP Quarterly progress reports and minutes of the Audit Committee	70%	0%	0%	70%	
TL24	Corporate Services	Basic Service Delivery	Prevent and minimize the impact of possible disasters and improve public safety in the region	Basic Service Delivery	Hold bi-annual District Disaster Management Advisory Forum meetings during 2017/18	Number of meetings	All	Director Corporate Services	2	Attendance register, invitations	2	0	1	0	

Ref	Directorate	National KPA	Strategic Objective	Municipal KPA	KPI	Unit of Measurement	Area	KPI Owner	Baseline	Source of Evidence	Annual Target	KPI Calculation Type		Q1	Q2	Q3	Q4
												Target	Target	Target	Target		
TL25	Corporate Services	Basic Service Delivery	Prevent and minimize the impact of possible disasters and improve public safety in the region	Basic Service Delivery	Review and submit the Disaster Management Framework to Council for approval by 31 May 2018	Disaster Management Framework reviewed and submitted to Council for approval by 31 May 2018	All	Director Corporate Services	1	Agenda of the Council meeting	1	Carry Over	0	0	0	0	1
TL26	Corporate Services	Basic Service Delivery	Prevent and minimize the impact of possible disasters and improve public safety in the region	Basic Service Delivery	Conduct 10 industrial premises inspections by 30 June 2018	Number of inspections conducted by 30 June 2018	All	Director Corporate Services	10	Safety certificates issued	10	Accumulative	3	2	3	3	2
TL27	Corporate Services	Basic Service Delivery	Promote safe, healthy and socially stable communities through the provision of a sustainable environmental health service	Basic Service Delivery	Compile and submit bi-annual Water Quality Evaluation Reports to Water Service Authorities within the district during 2017/18 financial year	Number of Water Quality Evaluation Reports submitted to Water-Service Authorities in the district	All	Director Corporate Services	6	Reports & proof of dispatch via email to local municipalities	6	Accumulative	0	3	0	0	3
TL28	Corporate Services	Basic Service Delivery	Promote safe, healthy and socially stable communities through the provision of a sustainable environmental health service	Basic Service Delivery	Compile and submit bi-annual Informal Settlement Evaluation Reports to local municipalities in the District during 2017/18 financial year	Number of Informal Settlement Evaluation Reports submitted to local municipalities in the district	All	Director Corporate Services	8	Reports & proof of dispatch via email to local municipalities	8	Accumulative	0	4	0	0	4
TL29	Corporate Services	Basic Service Delivery	Promote safe, healthy and socially stable communities through the provision of a sustainable environmental health service	Basic Service Delivery	Compile and submit Vector Control Programme for food premises to Council for approval by 31 December 2017	Vector Control Programme completed and submitted to Council for approval by 31 December 2017	All	Director Corporate Services	1	Agenda of the Council meeting	1	Carry Over	0	1	0	0	0
TL30	Corporate Services	Basic Service Delivery	Promote safe, healthy and socially stable communities through the provision of a sustainable environmental health service	Basic Service Delivery	Compile and distribute the Municipal Health Newsletter to local municipalities in the District by 31 January 2018	Newsletters submitted to local municipalities by 31 January 2018	All	Director Corporate Services	1	Reports & proof of dispatch via email to local municipalities	1	Carry Over	0	0	0	1	0
TL31	Corporate Services	Basic Service Delivery	Promote safe, healthy and socially stable communities through the provision of a sustainable environmental health service	Basic Service Delivery	Compile and publish articles in the local newspaper "The Courier" on a quarterly basis during 2017/18 financial year	Number of articles published in "The Courier" on a quarterly basis	All	Director Corporate Services	4	Copies of the articles published	4	Accumulative	1	1	1	1	1

Ref	Directorate	National KPA	Strategic Objective	Municipal KPA	KPI	Unit of Measurement	Area	KPI Owner	Baseline	Source of Evidence	Annual Target	KPI Calculation Type		Q1	Q2	Q3	Q4
												Target	Target				
TL32	Corporate Services	Basic Service Delivery	Promote safe, healthy and socially stable communities through the provision of a sustainable environmental health service	Basic Service Delivery	Compile and submit the Municipal Health Management Plan to Council for acknowledgement by 31 December 2017	Municipal Health Management Plans submitted to Council for acknowledgement by 31 December 2017	All	Director Corporate Services	New Key Performance Indicator for 2017/18 financial year	Agenda of the Council meeting	1	Carry Over	0	1	0	0	0
TL34	Corporate Services	Basic Service Delivery	Promote safe, healthy and socially stable communities through the provision of a sustainable environmental health service	Basic Service Delivery	Submit an Environmental Health project proposal to relevant provincial department and /or other role-players by 31 December 2017	Project proposals submitted by 31 December 2017	All	Director Corporate Services	1	Proof of submission of proposals	1	Carry Over	0	1	0	0	1
TL35	Municipal Manager	Local Economic Development	Promote regional, economic development, tourism and growth opportunities	Local Economic Development	Develop and submit a Youth, Disability and Gender Implementation Plan to Council for approval by 31 December 2017	Implementation Plan developed and submitted to Council for approval by 31 December 2017	All	Municipal Manager	New Key Performance Indicator for 2017/18 financial year	Agenda of the Council meeting	1	Carry Over	0	1	0	0	0
TL36	Municipal Manager	Local Economic Development	Promote regional, economic development, tourism and growth opportunities	Local Economic Development	Create full time equivalent (FTEs) through expenditure with the EPWP job creation initiatives by 30 June 2018	Number of full time equivalent (FTEs) created by 30 June 2018	All	Municipal Manager	15	Job sheets of FTEs	7	Carry Over	0	0	0	0	7
TL38	Municipal Manager	Local Economic Development	Promote regional, economic development, tourism and growth opportunities	Local Economic Development	Establish a Youth Café in partnership with the Department of Social Development by 30 June 2018	Youth Café established by 30 June 2018	All	Director Corporate Services	1	Project completion certificate, handover certificate	1	Carry Over	0	0	0	0	1
TL39	Municipal Manager	Local Economic Development	Promote regional, economic development, tourism and growth opportunities	Local Economic Development	Develop a Implementation Plan the Vukupile Small Contracted Development Programme in conjunction with the National Department of Public works and submit to Council for consideration by 31 December 2017	Implementation plan developed and submitted to Council for consideration by 31 December 2017	All	Director Corporate Services	New Key Performance Indicator for 2017/18 financial year	Agenda of the Council meeting	1	Carry Over	0	1	0	0	0
TL40	Municipal Manager	Local Economic Development	Promote regional, economic development, tourism and growth opportunities	Local Economic Development	Conduct research on the viability of CKEDA and submit report to Council for consideration by 31 December 2017	Report submitted to Council for consideration by 31 December 2017	All	Municipal Manager	New Key Performance Indicator for 2017/18 financial year	Agenda of the Council meeting	1	Carry Over	0	1	0	0	0
TL41	Municipal Manager	Local Economic Development	Promote regional, economic development, tourism and growth opportunities	Local Economic Development	Conduct research on the viability of Agri-Parks and submit report to Council for consideration by 31 December 2017	Report submitted to Council for consideration by 31 December 2017	All	Municipal Manager	New Key Performance Indicator for 2017/18 financial year	Agenda of the Council meeting	1	Carry Over	0	1	0	0	0

Ref	Directorate	National KPA	Strategic Objective	Municipal KPA	KPI	Unit of Measurement	Area	KPI Owner	Baseline	Source of Evidence	Annual Target	KPI Calculation Type			
												Q1 Target	Q2 Target	Q3 Target	Q4 Target
TL42	Technical Services	Basic Service Delivery	Improve and maintain district roads and promote safe roads transport	Basic Service Delivery	Create temporary job opportunities in terms of identified road projects by 31 March 2017 (Calculations of the number of jobs created will be over the 12 months coincided the financial year of the Provincial Department of Transport)	Number of temporary jobs created	All	Director Technical Services	15	Statistics submitted and temporary worker employment contracts	15	0	0	15	0
TL43	Technical Services	Basic Service Delivery	Improve and maintain district roads and promote safe roads transport	Basic Service Delivery	Spend 95% of Roads special projects conditional allocation by 31 March 2018 [(Actual expenditure divided by approved allocation received) x100] (Spending calculated over the financial year of the Department of Transport of the WC Province)	% of Roads special projects budget spent	All	Director Technical Services	95%	Summary of Road Maintenance Expenses from ABAKUS (Claimed)	95%	0%	0%	95%	0%
TL44	Technical Services	Basic Service Delivery	Improve and maintain district roads and promote safe roads transport	Basic Service Delivery	Spend 95% of Roads operational conditional allocation by 31 March 2018 [(Actual expenditure divided by approved allocation received) x100] (Spending calculated over 12 months which coincide with the Financial year of the Provincial Department of Transport)	% of Roads special projects budget spent	All	Director Technical Services	95%	Summary of Road Capital Expenses from ABAKUS (Claimed)	95%	0%	0%	95%	0%
TL45	Technical Services	Basic Service Delivery	Improve and maintain district roads and promote safe roads transport	Basic Service Delivery	Regravel 35 kilometer road by 31 March 2018	Number of kilometres regravelled	All	Director Technical Services	35	Confirmation from the WC Department of Transport and Public Works (Completion certificate per project)	35	0	0	35	0
TL46	Corporate Services	Basic Service Delivery	Promote safe, healthy and socially stable communities through the provision of a sustainable environmental health service	Basic Service Delivery	Compile and submit the Climate Change Management Plan to Council for approval by 31 March 2018	Climate Change Management Plan compiled and submitted to Council for approval by 31 March 2018	All	Director Corporate Services	New Key Performance Indicator for 2017/18 financial year	Agenda of the Council meeting	1	0	0	1	0
TL47	Corporate Services	Basic Service Delivery	Promote safe, healthy and socially stable communities through the provision of a sustainable environmental health service	Basic Service Delivery	Compile and submit the Air Quality By-Law to Council for approval by 30 June 2018	Air Quality By-law compiled and submitted to Council for approval by 30 June 2018	All	Director Corporate Services	New Key Performance Indicator for 2017/18 financial year	Agenda of the Council meeting	1	0	0	0	1

Ref	Directorate	National KPA	Strategic Objective	Municipal KPA	KPI	Unit of Measurement	Area	KPI Owner	Baseline	Source of Evidence	Annual Target	KPI Calculation Type			
												Q1 Target	Q2 Target	Q3 Target	Q4 Target
TL50	Corporate Services	Basic Service Delivery	Promote safe, healthy and socially stable communities through the provision of a sustainable environmental health service	Basic Service Delivery	Compile and submit bi-annual Landfill Evaluation Reports to local municipalities in the District by 30 June 2018	Landfill Evaluation Reports compiled and submitted to local municipalities in the district by 30 June 2018	All	Manager Municipal Health	6	Proof of submission of reports	6	0	3	0	3
TL51	Corporate Services	Good Governance and Public Participation	Facilitate good governance principles and effective stakeholder participation	Good Governance and Public Participation	Implement phase 1 of the upgrade of records and archives section by 30 June 2018	Phase 1 completed by 30 June 2018	All	Director Corporate Services	New Key Performance Indicator for 2017/18 financial year	Completion certificate	1	0	0	0	1
TL52	Financial Services	Good Governance and Public Participation	Facilitate good governance principles and effective stakeholder participation	Good Governance and Public Participation	Establish a District CFO Forum by 31 December 2017	Forum established by 31 December 2017	All	CFO	1	MOU with local municipalities	1	0	1	0	0
TL53	Corporate Services	Good Governance and Public Participation	Facilitate good governance principles and effective stakeholder participation	Good Governance and Public Participation	Establish a District Strategic and Corporate Services Forum by 30 June 2018	Forum established by 30 June 2018	All	Director Corporate Services	1	MOU with local municipalities	1	0	0	0	1

Table 2: CKDM Top Layer SDBIP

6. Revenue and expenditure projections

Revenue and expenditure projections make provision for monthly income and expenditure projections. The actual revenue targets and spending against the budget will be reported upon monthly in terms of Section 71 of the MFMA, as well as in terms of the quarterly targets, as reflected in the SDBIP scorecard. This also provides an opportunity for the regular monitoring of revenue and expenditure patterns to ensure the early detection of any deviations, so that interventions or corrective measures may be introduced.

6.1 Revenue and expenditure by municipal vote

Central Karoo District Municipality DC5 - Adjustments Budget Financial Performance (revenue and expenditure by municipal vote) -						
Vote Description	Budget Year 2017/18		Total Adjusts.	Budget Year +1 2018/19		Budget Year +2 2019/20
	Original Budget	Adjusted Budget		Adjusted Budget	Adjusted Budget	Adjusted Budget
Revenue by Vote						
Vote 1 - EXECUTIVE AND COUNCIL	25 652 000,00	26 778 723,94	1126 723,94	29 656 965,88	32 677 294,74	
Vote 2 - BUDGET AND TREASURY	3 272 000,00	6 886 005,01	3 614 005,01	2 757 454,00	2 794 271,42	
Vote 3 - CORPORATE SERVICES	5 382 776,00	8 148 014,90	2 765 238,90	3 660 194,73	3 863 485,63	
Vote 4 - TECHNICAL SERVICES	38 970 000,00	38 456 301,70	-513 698,30	40 910 000,00	43 200 960,00	
Total Revenue by Vote	73 276 776,00	80 269 045,55	6 992 269,55	76 984 614,60	82 536 011,79	
Expenditure by Vote						
Vote 1 - EXECUTIVE AND COUNCIL	11 750 756,00	11 663 744,31	-87 011,69	12 382 774,05	13 076 333,44	
Vote 2 - BUDGET AND TREASURY	10 890 328,00	13 998 762,65	3 108 434,65	11 037 521,43	11 553 702,63	
Vote 3 - CORPORATE SERVICES	10 271 180,00	14 683 936,43	4 412 756,43	9 598 024,93	10 093 738,33	
Vote 4 - TECHNICAL SERVICES	38 870 105,00	38 314 733,00	-555 372,00	40 810 000,00	43 100 960,00	
Total Expenditure by Vote	71 782 369,00	78 661 176,39	6 878 807,39	73 828 320,42	77 824 734,40	

Table 3: Revenue and expenditure by municipal vote

6.2 Monthly projections: Revenue and expenditure by municipal vote

Monthly projections													
	July	August	September	October	November	December	January	February	March	April	May	June	Total
	2 231 560,33	2 231 560,33	2 231 560,33	2 231 560,33	2 231 560,33	2 231 560,33	2 231 560,33	2 231 560,33	2 231 560,33	2 231 560,33	2 231 560,33	2 231 560,33	26 778 723,94
	573 833,75	573 833,75	573 833,75	573 833,75	573 833,75	573 833,75	573 833,75	573 833,75	573 833,75	573 833,75	573 833,75	573 833,75	6 886 005,01
	679 001,24	679 001,24	679 001,24	679 001,24	679 001,24	679 001,24	679 001,24	679 001,24	679 001,24	679 001,24	679 001,24	679 001,24	8 148 014,90
	3 204 691,81	3 204 691,81	3 204 691,81	3 204 691,81	3 204 691,81	3 204 691,81	3 204 691,81	3 204 691,81	3 204 691,81	3 204 691,81	3 204 691,81	3 204 691,81	38 456 301,70
	July	August	September	October	November	December	January	February	March	April	May	June	Total
	971 978,69	971 978,69	971 978,69	971 978,69	971 978,69	971 978,69	971 978,69	971 978,69	971 978,69	971 978,69	971 978,69	971 978,69	11 663 744,31
	1 166 563,55	1 166 563,55	1 166 563,55	1 166 563,55	1 166 563,55	1 166 563,55	1 166 563,55	1 166 563,55	1 166 563,55	1 166 563,55	1 166 563,55	1 166 563,55	13 998 762,65
	1 223 661,37	1 223 661,37	1 223 661,37	1 223 661,37	1 223 661,37	1 223 661,37	1 223 661,37	1 223 661,37	1 223 661,37	1 223 661,37	1 223 661,37	1 223 661,37	14 683 936,43
	3 192 894,42	3 192 894,42	3 192 894,42	3 192 894,42	3 192 894,42	3 192 894,42	3 192 894,42	3 192 894,42	3 192 894,42	3 192 894,42	3 192 894,42	3 192 894,42	38 314 733,00
													78 661 176,39

Table 4: Monthly projections: Revenue and expenditure by municipal vote

6.3 Revenue by source

Central Karoo District Municipality DC5 - Adjustments Budget Financial Performance (revenue by source)					
Description	Budget Year 2017/18		Budget Year +1 2018/19		Budget Year +2 2019/20
	Original Budget	Total Adjusts.	Adjusted Budget	Adjusted Budget	Adjusted Budget
Revenue By Source					
Rental of facilities and equipment	72 000,00	127 949,85	199 949,85	76 104,00	80 365,82
Interest earned - external investments	550 000,00	60 000,00	610 000,00	581 350,00	613 905,60
Agency services	3 418 421,00	3 528 749,70	6 947 170,70	3 588 596,49	3 789 557,89
Transfers and subsidies	26 905 300,00	9 276 586,00	36 181 886,00	29 864 115,00	32 879 400,00
Other revenue	41 531 055,00	-6 001 016,00	35 530 039,00	42 774 449,11	45 072 782,47
Total Revenue (excluding capital transfers and contributions)	72 476 776,00	6 992 269,55	79 469 045,55	76 884 614,60	82 436 011,79

Table 5: Revenue by source

6.4 Monthly projections – Revenue by source

Monthly Projections	July	August	September	October	November	December	January	February	March	April	May	June
Rental of facilities and equipment	16 662,49	16 662,49	16 662,49	16 662,49	16 662,49	16 662,49	16 662,49	16 662,49	16 662,49	16 662,49	16 662,49	16 662,49
Interest earned - external investments	50 833,33	50 833,33	50 833,33	50 833,33	50 833,33	50 833,33	50 833,33	50 833,33	50 833,33	50 833,33	50 833,33	50 833,33
Agency services Transfers and subsidies	578 930,89	578 930,89	578 930,89	578 930,89	578 930,89	578 930,89	578 930,89	578 930,89	578 930,89	578 930,89	578 930,89	578 930,89
Other revenue	3 015 157,17	3 015 157,17	3 015 157,17	3 015 157,17	3 015 157,17	3 015 157,17	3 015 157,17	3 015 157,17	3 015 157,17	3 015 157,17	3 015 157,17	3 015 157,17
Total Revenue (excluding capital transfers and contributions)	2 960 836,58	2 960 836,58	2 960 836,58	2 960 836,58	2 960 836,58	2 960 836,58	2 960 836,58	2 960 836,58	2 960 836,58	2 960 836,58	2 960 836,58	2 960 836,58

Table 6: Monthly projections - Revenue by source

6.5 Adjustment capital expenditure by vote

Description	Central Karoo District Municipality DC5 – Adjustments Capital Expenditure Budget by vote		
	Budget Year 2017/18	Budget Year +1 2018/19	Budget Year +2 2019/20
	Original Budget	Adjusted Budget	Adjusted Budget
Capital expenditure - Vote			
Vote 1 – EXECUTIVE AND COUNCIL	60 000,00	20 000,00	80 000,00
Vote 2 – BUDGET AND TREASURY	230 000,00	-83 000,00	147 000,00
Vote 3 – CORPORATE SERVICES	764 754,39	338 840,47	1 103 594,86
Vote 4 – TECHNICAL SERVICES	100 000,00	-	100 000,00
Total Capital Expenditure - Vote	1 154 754,39	275 840,47	1 430 594,86
			250 000,00

Table 7: Adjustment capital expenditure by vote

6.6 Monthly projections – Capital expenditure by vote

July	August	September	October	November	December	January	February	March	April	May	June	Total
6 666,67	6 666,67	6 666,67	6 666,67	6 666,67	6 666,67	6 666,67	6 666,67	6 666,67	6 666,67	6 666,67	6 666,67	80 000,00
12 250,00	12 250,00	12 250,00	12 250,00	12 250,00	12 250,00	12 250,00	12 250,00	12 250,00	12 250,00	12 250,00	12 250,00	147 000,00
91 966,24	91 966,24	91 966,24	91 966,24	91 966,24	91 966,24	91 966,24	91 966,24	91 966,24	91 966,24	91 966,24	91 966,24	1 103 594,86
8 333,33	8 333,33	8 333,33	8 333,33	8 333,33	8 333,33	8 333,33	8 333,33	8 333,33	8 333,33	8 333,33	8 333,33	100 000,00
												1 430 594,86

Table 8: Monthly projections - Capital expenditure by vote

7. DETAILED CAPITAL WORKS PLAN

A detailed capital works plan is required to ensure sufficient detail to measure and monitor delivery of capital projects.

A summary of capital projects for each responsible manager, by vote must be provided showing quarterly projections for performance in relation to implementing capital projects. The projects, funded by both the operational and capital budget components, indicating quarterly milestones are indicated below:

Department/Project Name	Owner	Planned start date	Planned completion date	Sum of Total Budget	Sum of YTD actual	Sum of adjustment	Sum of Final Budget	Quarter 1		Quarter 2		Quarter 3		Quarter 4	
								% Progress	Milestone	% Progress	Milestone	% Progress	Milestone	% Progress	Milestone
Civil Defence	Manager: Disaster Management			701754	1210	365840	1067594								
VEHICLES1		01-07-17	30-06-2018	701754	1210	-	701754	10%	Tender Specifications	50%	Awarding of tender	75%	Delivery	100%	Full implementation
VEHICLES 2 roll over		01-07-17	30-06-2018			365840	365840	10%	Tender Specifications	50%	Awarding of tender	75%	Delivery	100%	Full implementation
Corporate Furniture and Equipment	Senior Manager: Corporate Services			30000	12833	-18000	12000	-	N/A	-	N/A	-	N/A	100%	Implementation
COUNCIL	Municipal Manager					35000	35000	-	N/A	-	N/A	-	N/A	100%	Implementation
TOOLS OF TRADE		01-07-17	30-06-2018			35000	35000	-	N/A	-	N/A	-	N/A	100%	Implementation
Finance Computer equipment	Senior Manager: Financial Services			230000	9370	-105000	125000	-	N/A	-	N/A	-	N/A	100%	Implementation
Furniture and Equipment		01-07-17	30-06-2018		9370	40000	40000	-	N/A	-	N/A	-	N/A	100%	Implementation
GENERATOR - SUPPLY AND INSTALLATION		01-07-17	30-06-2018	230000	-	-195000	35000	-	N/A	-	N/A	-	N/A	100%	Implementation
Health	Manager: Environmental Health			33000	15000	-9000	24000	100%	Implementation	-	N/A	-	N/A	-	N/A
Computer equipment		01-07-17	30-06-2018	15000	15000	-	15000	-	N/A	-	N/A	-	N/A	100%	Implementation
Health and safety equipment		01-07-17	30-06-2018	7000	-	-2000	5000	-	N/A	-	N/A	-	N/A	100%	Implementation
Office Equipment		01-07-17	30-06-2018	6000	-	-2000	4000	-	N/A	-	N/A	-	N/A	100%	Implementation
Water Quality monitoring equipment		01-07-17	30-06-2018	5000	-	-5000	-	-	N/A	-	N/A	-	N/A	100%	Implementation
Municipal Manager Computer equipment	Municipal Manager			30000	36063	7000	37000	-	N/A	-	N/A	-	N/A	100%	Implementation
		01-07-17	30-06-2018	30000	36063	7000	37000	-	N/A	-	N/A	-	N/A	100%	Implementation

Department/Project Name	Owner	Planned start date	Planned completion date	Sum of Total Budget	Sum of YTD actual	Sum of adjustment	Sum of Final Budget	Quarter 1		Quarter 2		Quarter 3		Quarter 4	
								% Progress	Milestone	% Progress	Milestone	% Progress	Milestone	% Progress	Milestone
Roads Furniture and Equipment	Director: Technical Services	- 01-07-17	30-06-2018	100 000	-	-	100 000	-	N/A	-	N/A	-	N/A	-	N/A
Strategic Planning Furniture and Equipment	Manager: Strategic Support Services	01-07-17	30-06-2018	30 000	-	-	30 000	-	N/A	-	N/A	-	N/A	-	N/A
Grand Total				1154754	74476	275840	1430594								