

CENTRAL KAROO DISTRICT MUNICIPALITY



SECTION 52 QUARTERLY PERFORMANCE REPORT

OCTOBER –
DECEMBER 2020
QUARTER 2

2020-2021



"Working together in development and growth"

CENTRAL KAROO DISTRICT MUNICIPALITY



In-Year Report

Prepared in terms of the Local Government: Municipal Finance Management Act (56/2003): Municipal Budget and Reporting Regulations, Government Gazette 32141, 17 April 2009.

MONTHLY AND QUARTERLY BUDGET STATEMENT DECEMBER 2020



Table of Contents

1. GLOSSARY.....	3
2. PART 1: IN-YEAR REPORT	6
2.1 SECTION 1 – MAYOR'S REPORT:.....	6
2.2.....	6
SECTION 2 – RESOLUTIONS:.....	6
2.3.....	7
SECTION 3 – EXECUTIVE SUMMARY:	7
2.4 SECTION 4 – IN-YEAR BUDGET STATEMENT TABLE:	11
3. PART 2 – SUPPORTING DOCUMENTATION	19
3.1	19
SECTION 5 – DEBTORS ANALYSIS:.....	19
3.2.....	20
SECTION 6 – GRANT RECEIPTS:	20
3.3.....	22
SECTION 7 – CAPITAL PROGRAMME PERFORMANCE:	22
NON-FINANCIAL PERFORMANCE REPORTING – QUARTER 2 (01 October - 31 December 2020).....	23
1. PURPOSE.....	24
2. LEGISLATIVE REQUIREMENTS	24
3. BACKGROUND TO THE FORMAT AND MONITORING OF THE SDBIP	24
3.1 Format	24
3.2 Monitoring.....	25
4. ACTUAL PERFORMANCE FOR THE SECOND (2ND) QUARTER (01 OCTOBER – 31 DECEMBER 2020).....	25
5. OVERALL PERFORMANCE OF THE MUNICIPALITY	26
6. ACTUAL STRATEGIC PERFORMANCE AND CORRECTIVE MEASURES THAT WILL BE IMPLEMENTED	28
6.1 Build a well capacitated workforce, skilled youth and communities.....	28
6.2 Deliver a sound and effective administrative and financial service to achieve sustainability and viability in the region	29
6.3 Facilitate good governance principles and effective stakeholder participation	31
6.4 Improve and maintain district roads and promote safe roads transport	33
6.5 Prevent and minimize the impact of possible disasters and improve public safety in the region	34
6.6 Promote regional, economic development, tourism and growth opportunities	35
6.7 Promote safe, healthy and socially stable communities through the provision of a sustainable environmental health service.....	36
7. CONCLUSION	38

1. GLOSSARY

- 1.1 **Adjustments Budget –** Prescribed in section 28 of the MFMA. The formal means by which a municipality may revise its annual budget during the year.
- 1.2 **Allocations –** Money received from Provincial or National Government or other municipalities.
- 1.3 **Budget –** The financial plan of the Central Karoo District Municipality.
- 1.4 **Budget Related Policy –** Policy of the municipality affecting or affected by the budget, examples include tariff policy, rates policy, credit control and debt collection policy.
- 1.5 **Capital Expenditure –** Spending on assets such as land, buildings, furniture, computer equipment and machinery. Any capital expenditure must be reflected as a non-current asset on the Municipality's balance sheet.
- 1.6 **Cash Flow Statement –** A statement including only actual receipts and expenditure by the Municipality. Cash payments and receipts do not always coincide with budgeted timings. For example, when an invoice is received by the Municipality it is shown as expenditure in the month it is received, even though it may not be paid in the same period.
- 1.7 **DORA –** Division of Revenue Act. Annual legislation that shows the total allocations made by national to provincial and local government.
- 1.8 **Equitable Share –** A general grant paid to Municipalities.

- 1.9 **Fruitless and Wasteful Expenditure –** Expenditure that was made in vain and would have been avoided had reasonable care been exercised.
- 1.10 **GF\$ –** Government Finance Statistics. An internationally recognised classification system that facilitates like for like comparison between Municipalities.
- 1.11 **GRAP –** Generally Recognised Accounting Practice. The new standard for municipal accounting.
- 1.12 **IDP –** Integrated Development Plan. The main strategic planning document of the Municipality.
- 1.13 **MBRR –** Local Government: Municipal Finance Management Act (56/2003): Municipal Budget and Reporting Regulations.
- 1.14 **MFMA –** Local Government: Municipal Finance Management Act (56/2003). The principle piece of legislation relating to municipal financial management. Herein referred to as the Act.
- 1.15 **MTREF –** Medium Term Revenue and Expenditure Framework. A medium-term financial plan, usually 3 years, based on a fixed first year and indicative further two years budget allocations. Also includes details of the previous and current years' financial position.
- 1.16 **Operating Expenditure –** Spending on the day to day operations of the Municipality such as salaries and wages and general expenses.

- 1.17 **SDBIP –** Service Delivery and Budget Implementation Plan. A detailed plan comprising quarterly performance targets and monthly budget estimates.
- 1.18 **Strategic Objectives –** The main priorities of the Central Karoo District Municipality as set out in the IDP. Budgeted spending must contribute towards the achievement of the strategic objectives.
- 1.19 **Unauthorized Expenditure –** Generally, is spending without, or in excess of, an approved budget.
- 1.20 **Virement –** A transfer of budget.
- 1.21 **Virement Policy –** The policy that sets out the rules for budget transfers. Virements are normally allowed within a vote. Transfers between votes must be agreed by Council through an Adjustments Budget.
- 1.22 **Vote –** One of the main segments into which a budget of a municipality is divided for the appropriation of money for the different departments of the municipality. In Central Karoo District Municipality this means at directorate level. The votes for Central Karoo District therefore are:
- Executive and Council;
 - Budget and Treasury;
 - Corporate Services; and
 - Technical Services.

2. PART 1: IN-YEAR REPORT

2.1 SECTION 1 – MAYOR’S REPORT:

2.1.1 Mid-Year Report: Monthly and Quarterly Budget Statement:

2.1.1.1 Implementation of Budget in terms of SDBIP:

No comments apart from that which has already been mentioned in the Executive summary of this report.

2.1.1.2 Other Information:

Issues of clarity emanating from this report can be referred to the Chief Financial Officer, Ms. Ursula Baartman.

2.2 SECTION 2 – RESOLUTIONS:

The recommended Resolution to Council with regard to the December 2020 Mid-Year Report is:

RESOLVED:

- (a) That Council take note of contents in the mid-year report for December 2020 as set out in the schedules contained in Section 4:
- (i) Table C1 – Monthly Budget Statement Summary;
 - (ii) Table C2 – Monthly Budget Statement: Financial Performance (Standard Classification);
 - (iii) Table C3 – Monthly Budget Statement: Financial Performance Standard Classification (Revenue and Expenditure by Municipal Vote);
 - (iv) Table C4 – Monthly Budget Statement: Financial Performance (Revenue by Source and Expenditure by Type);
 - (v) Table C5 – Monthly Budget Statement: Capital Expenditure;
 - (vi) Table C6 – Monthly Budget Statement: Financial Position; and
 - (vii) Table C7 – Monthly Budget Statement – Cash Flows.

2.3 SECTION 3 – EXECUTIVE SUMMARY:

2.3.1 Introduction:

All the schedules reflect the following information:

- Original budget;
- Monthly actual figures;
- Year-to-date actual figures;
- Year-to-date budgeted figures.

2.3.2 Financial Performance, Position and Cash Flow:

Section 4 of this report includes the tables with the detailed figures.

2.3.2.1 Financial Performance:

The detail of this section can be found in Section 4 of this report Table C2 (Summary per GFS); Table C3 (Summary per Municipal Vote) and Table C4 (Summary by Revenue Source and Expenditure Type). The latter is used to provide the executive summary.

2.3.2.1.1 Overall View:

The following table summarises the overall position on the capital and operating budgets. Take note that the Operating Expenditure only reflects the direct expenditure and exclude all indirect expenditure e.g. Administrative Costs.

	Capital Expenditure	Operating Expenditure	Operating Revenue
Adjustment Budget	1 104 100,00	104 042 452,40	105 134 493,00
Actual spend / received (YTD)	79 020,00	45 504 648,92	51 050 018,26
Percentage Spend (YTD)	7%	44%	49%

The table reflects spending of the capital budget of 7%. The total operating expenditure and revenue reflects percentage spent of 44% and 49% respectively.

Revenue will be closely scrutinised to ensure that only realistic anticipated revenue is contained in the adjustment budget.

The capital expenditure will increase significantly in the third quarter as a tender for the acquisition of computer equipment was finalised. The capital and operational budget is set to be adjusted with an adjustment budget as expenditure is reprioritized to meet the Covid-19 challenges.

2.3.2.1.2 Revenue by Source:

The figures represented in this section are the accrued amounts and not actual cash receipts.

The comparisons of the major sources of revenue are illustrated in the figure below:

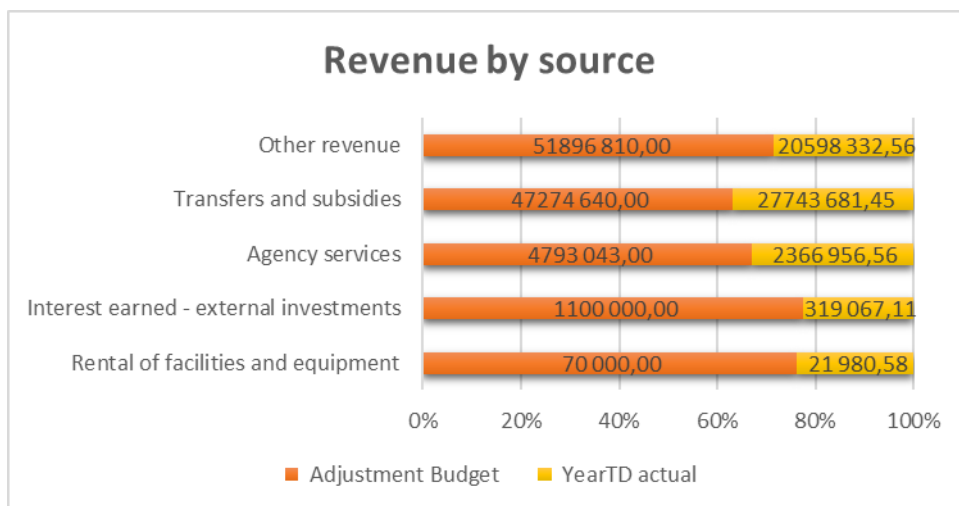


Figure 1 – Revenue by source (*Refer to Grants receipts schedule for actual receipts, page 22)

- **Other Revenue:**

The amount raised as reflected for the actual year to date represents 49% of the total adjusted budget amount. The budgeted amount received (Year-to-date) amounts to R 25.948 million. The adjustments were as a result of an additional equitable share allocation and the approval of roll-over applications.

- **Interest Earned – External Investments:**

The budget amount for Interest earned R 700 000, whilst the year-to-date actual revenue is R 319 067.11. Thus, reflecting receipt of 46% at the end of Month 06 of the financial year.

The interest income budget was decreased in November 2020 as a result of the lower interest rates.

2.3.2.2 Operating Expenditure by Type:

The figures in this section represent the accrued amounts; in other words when the goods have been ordered; received or the invoice has been completed (reconciled with goods received and prices quoted) it is captured as an expense. Shadow figures are reflected on the financial system once an order is issued. This action serves as a budgetary control mechanism and no actual financial entries are passed. These figures cannot be used for reporting purposes. The expenditure reflects expenses processed through the financial system as per invoices received. No provisional amounts per management estimate is included.

The total actual expenditure amounts to R 45.505 million and the year-to-date budget is R 52.021 million which represents a **variance of 13%** for the year to date. The variance is acceptable due to the impact of Covid-19 on operations.

2.3.2.3 Operating Expenditure by Municipal Vote (Figure 2):

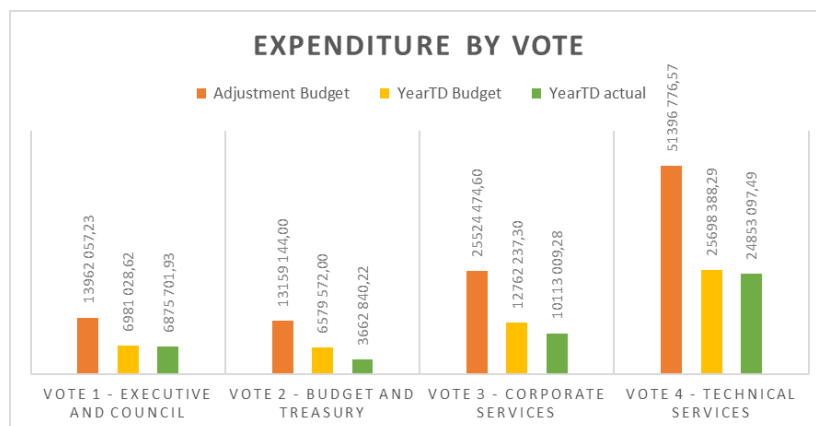


Figure 2 – Breakdown Operating Expenditure by Municipal Vote

Expenditure by Vote	Adjustment Budget	YearTD Budget	YearTD actual	% Spend
Vote 1 - EXECUTIVE AND COUNCIL	13 962 057,23	6 981 028,62	6 875 701,93	49%
Vote 2 - BUDGET AND TREASURY	13 159 144,00	6 579 572,00	3 662 840,22	28%
Vote 3 - CORPORATE SERVICES	25 524 474,60	12 762 237,30	10 113 009,28	40%
Vote 4 - TECHNICAL SERVICES	51 396 776,57	25 698 388,29	24 853 097,49	48%
Total Expenditure by Vote	104 042 452,40	52 021 226,20	45 504 648,92	44%

The adjustment budget for Technical Service is R 51.397 million of which R 24.853 million has been expended representing 48% of the budget amount.

The adjustment budget for Corporate Services is R 25.524 million of which R 10.113 million has been expended representing 40% of the budget amount.

The adjustment budget for Budget and Treasury is R 13.159 million of which R 3.663 million has been expended representing 28% of the budget amount. Expenditure will increase with the finalisation of the audit.

The adjustment budget for Executive and Council is R 13.962 million of which R 6.876 million has been expended representing 49% of the budget amount.

2.3.2.4 Capital Expenditure (Figure 3):

There is no capital spending for the quarter under review. The total capital budget amount is R 1.104 Million. Expenditure will increase in the third quarter with the finalisation of the computer equipment tender.

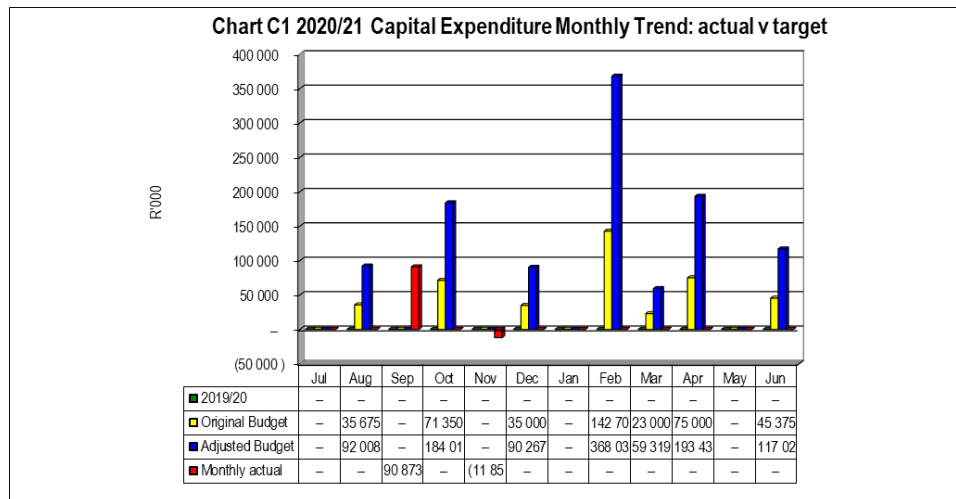


Figure 3 – Breakdown Capital Expenditure by month

2.3.3 Cash Flow:

The detail of this section can be found in Section 4 of this report Table C7 (Cashflow statement). The balance at the end of November for the cash flow statement amounts to R 22.755 million.

2.4 SECTION 4 – IN-YEAR BUDGET STATEMENT TABLE:

2.4.1.1 Table C1: Monthly Budget Statement Summary:

The table below provides a summary of the most important information by pulling its information from the other tables to follow.

DC5 Central Karoo - Table C1 Monthly Budget Statement Summary - M06 December

Description	2019/20	Budget Year 2020/21							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
Financial Performance									
Property rates	-	-	-	-	-	-	-	-	-
Service charges	-	-	-	-	-	-	-	-	-
Investment revenue	-	1 100	1 100	10	319	550	(231)	-42%	-
Transfers and subsidies	-	43 225	47 275	11 173	27 744	23 637	4 106	17%	-
Other own revenue	-	56 690	56 760	425	22 987	28 380	(5 393)	-19%	-
Total Revenue (excluding capital transfers and contributions)	-	101 015	105 134	11 608	51 050	52 567	(1 517)	-3%	-
Employee costs	-	52 257	52 366	6 052	26 784	26 183	601	2%	-
Remuneration of Councillors	-	4 941	4 841	370	2 083	2 420	(337)	-14%	-
Depreciation & asset impairment	-	651	757	-	-	378	(378)	-100%	-
Finance charges	-	-	-	-	-	-	-	-	-
Materials and bulk purchases	-	76	91	5	44	45	(1)	-3%	-
Transfers and subsidies	-	-	-	-	-	-	-	-	-
Other expenditure	-	42 168	45 989	1 905	16 594	22 994	(6 401)	-28%	-
Total Expenditure	-	100 092	104 042	8 332	45 505	52 021	(6 517)	-13%	-
Surplus/(Deficit)	-	923	1 092	3 275	5 545	546	4 999	916%	-
Transfers and subsidies - capital (monetary allocations)	-	-	-	-	-	-	-	-	-
Contributions & Contributed assets	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions	-	923	1 092	3 275	5 545	546	4 999	916%	-
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-
Surplus/ (Deficit) for the year	-	923	1 092	3 275	5 545	546	4 999	916%	-
Capital expenditure & funds sources									
Capital expenditure	-	428	-	-	79	552	(473)	-86%	-
Capital transfers recognised	-	370	1 046	-	79	523	(444)	-85%	-
Public contributions & donations	-	-	-	-	-	-	-	-	-
Borrowing	-	-	-	-	-	-	-	-	-
Internally generated funds	-	58	58	-	-	29	(29)	-100%	-
Total sources of capital funds	-	428	1 104	-	79	552	(473)	-86%	-
Financial position									
Total current assets	-	10 169	10 169	-	23 221	-	-	-	10 169
Total non current assets	-	20 767	20 767	-	16 086	-	-	-	20 767
Total current liabilities	-	8 259	8 259	-	13 701	-	-	-	8 259
Total non current liabilities	-	19 009	19 009	-	14 563	-	-	-	19 009
Community wealth/Equity	-	3 669	3 669	-	11 043	-	-	-	3 669
Cash flows									
Net cash from (used) operating	-	1 434	1 434	3 275	7 448	717	(6 731)	-93%	-
Net cash from (used) investing	-	103	103	-	(79)	87	166	191%	-
Net cash from (used) financing	-	(36)	(36)	-	-	(18)	(18)	100%	-
Cash/cash equivalents at the month/year end	-	5 585	5 585	-	22 755	4 870	(17 884)	-367%	15 386
Debtors & creditors analysis									
	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
Debtors Age Analysis									
Total By Income Source	(249)	6	189	45	1	940	-	(1)	931
Creditors Age Analysis									
Total Creditors	(7)	(1)	-	85	-	-	-	-	77

2.4.1.2 Table C2: Monthly Budget Statement – Financial Performance (Standard Classification):

This table reflects the operating budget (Financial Performance) in the standard classifications which are the Government Finance Statistics Functions and Sub-functions. These are used by National Treasury to assist the compilation of national and international accounts for comparison purposes, regardless of the unique organisational structures used by the different institutions.

DC5 Central Karoo - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - M06 December

Description	Ref	2019/20			Budget Year 2020/21					
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Revenue - Functional										
<i>Governance and administration</i>		-	47 424	50 700	11 607	30 492	25 350	5 142	20%	-
Executive and council		-	39 453	42 759	11 331	13 637	21 380	(7 743)	-36%	-
Finance and administration		-	7 971	7 941	276	16 855	3 970	12 885	325%	-
Internal audit		-	-	-	-	-	-	-	-	-
<i>Community and public safety</i>		-	47	122	1	10	61	(51)	-84%	-
Community and social services		-	-	-	-	-	-	-	-	-
Sport and recreation		-	-	-	-	-	-	-	-	-
Public safety		-	-	75	-	-	38	(38)	-100%	-
Housing		-	-	-	-	-	-	-	-	-
Health		-	47	47	1	10	23	(13)	-57%	-
<i>Economic and environmental services</i>		-	53 544	54 312	-	20 548	27 156	(6 608)	-24%	-
Planning and development		-	2 100	2 868	-	19	1 434	(1 415)	-99%	-
Road transport		-	51 444	51 444	-	20 529	25 722	(5 193)	-20%	-
Environmental protection		-	-	-	-	-	-	-	-	-
<i>Trading services</i>		-	-	-	-	-	-	-	-	-
Energy sources		-	-	-	-	-	-	-	-	-
Water management		-	-	-	-	-	-	-	-	-
Waste water management		-	-	-	-	-	-	-	-	-
Waste management		-	-	-	-	-	-	-	-	-
<i>Other</i>	4	-	-	-	-	-	-	-	-	-
Total Revenue - Functional	2	-	101 015	105 134	11 608	51 050	52 567	(1 517)	-3%	-
Expenditure - Functional										
<i>Governance and administration</i>		-	36 335	39 322	2 941	16 366	19 661	(3 296)	-17%	-
Executive and council		-	11 055	12 920	854	6 306	6 460	(154)	-2%	-
Finance and administration		-	24 235	25 358	2 013	9 490	12 679	(3 189)	-25%	-
Internal audit		-	1 044	1 044	74	570	522	48	9%	-
<i>Community and public safety</i>		-	6 843	7 028	673	2 860	3 514	(654)	-19%	-
Community and social services		-	-	-	-	-	-	-	-	-
Sport and recreation		-	-	-	-	-	-	-	-	-
Public safety		-	1 787	1 912	165	751	956	(205)	-21%	-
Housing		-	-	-	-	-	-	-	-	-
Health		-	5 056	5 116	508	2 109	2 558	(449)	-18%	-
<i>Economic and environmental services</i>		-	56 874	57 652	4 718	26 279	28 826	(2 547)	-9%	-
Planning and development		-	5 479	6 255	271	1 425	3 128	(1 702)	-54%	-
Road transport		-	51 395	51 397	4 447	24 853	25 698	(845)	-3%	-
Environmental protection		-	-	-	-	-	-	-	-	-
<i>Trading services</i>		-	-	-	-	-	-	-	-	-
Energy sources		-	-	-	-	-	-	-	-	-
Water management		-	-	-	-	-	-	-	-	-
Waste water management		-	-	-	-	-	-	-	-	-
Waste management		-	-	-	-	-	-	-	-	-
<i>Other</i>		-	40	40	-	-	20	(20)	-100%	-
Total Expenditure - Functional	3	-	100 092	104 042	8 332	45 505	52 021	(6 517)	-13%	-
Surplus/ (Deficit) for the year		-	923	1 092	3 275	5 545	546	4 999	916%	-

2.4.1.3 **Table C3: Monthly Budget Statement – Financial:**

The budget is approved by Council on the municipal vote level. The municipal votes reflect the organisational structure of the municipality. On the next page, as part of Table C3, a table with the sub-votes is also prepared.

DC5 Central Karoo - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - M06 December

Vote Description	Ref	Budget Year 2020/21								
		2019/20 Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue by Vote	1									
Vote 1 - EXECUTIVE AND COUNCIL		-	39 453	42 759	11 331	13 637	21 380	(7 743)	-36,2%	-
Vote 2 - BUDGET AND TREASURY		-	4 436	4 406	38	14 810	2 203	12 607	572,3%	-
Vote 3 - CORPORATE SERVICES		-	5 681	6 525	240	2 074	3 263	(1 188)	-36,4%	-
Vote 4 - TECHNICAL SERVICES		-	51 444	51 444	-	20 529	25 722	(5 193)	-20,2%	-
Total Revenue by Vote	2	-	101 015	105 134	11 608	51 050	52 567	(1 517)	-2,9%	-
Expenditure by Vote	1									
Vote 1 - EXECUTIVE AND COUNCIL		-	12 097	13 962	928	6 876	6 981	(105)	-1,5%	-
Vote 2 - BUDGET AND TREASURY		-	13 449	13 159	926	3 663	6 580	(2 917)	-44,3%	-
Vote 3 - CORPORATE SERVICES		-	23 151	25 524	2 031	10 113	12 762	(2 649)	-20,8%	-
Vote 4 - TECHNICAL SERVICES		-	51 395	51 397	4 447	24 853	25 698	(845)	-3,3%	-
Total Expenditure by Vote	2	-	100 092	104 042	8 332	45 505	52 021	(6 517)	-12,5%	-
Surplus/ (Deficit) for the year	2	-	923	1 092	3 275	5 545	546	4 999	915,6%	-

Table C3C: Monthly Budget Statement – Financial:

DC5 Central Karoo - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - A - M06 December

Vote Description	Ref	2019/20	Budget Year 2020/21							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
Revenue by Vote	1									
Vote 1 - EXECUTIVE AND COUNCIL		-	39 453	42 759	11 331	13 637	21 380	(7 743)	-36%	-
1.1 - MUNICIPAL MANAGER			5 290	5 769	914	2 978	2 885	94	3%	
1.2 - COUNCIL GENERAL EXPENSES			32 215	33 042	10 417	10 658	16 521	(5 863)	-35%	
1.3 - INTERNAL AUDIT			-	-	-	-	-	-	-	
1.4 - EDA			-	-	-	-	-	-	-	
1.5 - RAMMS			1 948	3 948	-	-	1 974	(1 974)	-100%	
Vote 2 - BUDGET AND TREASURY		-	4 436	4 406	38	14 810	2 203	12 607	572%	-
2.1 - FINANCIAL SERVICES			3 436	3 406	10	14 425	1 703	12 722	747%	
2.2 - DISTRICT COUNCIL LEVIES			-	-	-	-	-	-	-	
2.3 - FINANCE MANAGEMENT GRANT			1 000	1 000	27	386	500	(114)	-23%	
Vote 3 - CORPORATE SERVICES		-	5 681	6 525	240	2 074	3 263	(1 188)	-36%	-
3.1 - CORPORATE SERVICES			3 535	3 535	239	2 045	1 767	278	16%	
3.2 - TOURISM			-	-	-	-	-	-	-	
3.3 - STRATEGIC PLANNING			2 100	2 868	-	19	1 434	(1 415)	-99%	
3.4 - ENVIRONMENTAL HEALTH			47	47	1	10	23	(13)	-57%	
3.5 - CIVIL DEFENCE			-	75	-	-	38	(38)	-100%	
3.6 - LED			-	-	-	-	-	-	-	
3.7 - WORK FOR WATER			-	-	-	-	-	-	-	
3.8 - IDP			-	-	-	-	-	-	-	
3.9 - HUMAN RESOURCES			-	-	-	-	-	-	-	
Vote 4 - TECHNICAL SERVICES		-	51 444	51 444	-	20 529	25 722	(5 193)	-20%	-
4.1 - ROADS			51 444	51 444	-	20 529	25 722	(5 193)	-20%	
4.2 - TRANSPORT FUND			-	-	-	-	-	-	-	
Total Revenue by Vote	2	-	101 015	105 134	11 608	51 050	52 567	(1 517)	-3%	-
Expenditure by Vote	1									
Vote 1 - EXECUTIVE AND COUNCIL		-	12 097	13 962	928	6 876	6 981	(105)	-2%	-
1.1 - MUNICIPAL MANAGER			3 038	3 402	237	2 926	1 701	1 225	72%	
1.2 - COUNCIL GENERAL EXPENSES			6 207	5 992	434	2 659	2 996	(337)	-11%	
1.3 - INTERNAL AUDIT			1 044	1 044	74	570	522	48	9%	
1.4 - EDA			-	-	-	-	-	-	-	
1.5 - RAMMS			1 808	3 524	183	720	1 762	(1 042)	-59%	
Vote 2 - BUDGET AND TREASURY		-	13 449	13 159	926	3 663	6 580	(2 917)	-44%	-
2.1 - FINANCIAL SERVICES			12 779	12 489	872	3 477	6 245	(2 767)	-44%	
2.2 - DISTRICT COUNCIL LEVIES			-	-	-	-	-	-	-	
2.3 - FINANCE MANAGEMENT GRANT			670	670	54	185	335	(150)	-45%	
Vote 3 - CORPORATE SERVICES		-	23 151	25 524	2 031	10 113	12 762	(2 649)	-21%	-
3.1 - CORPORATE SERVICES			10 785	12 197	1 087	5 827	6 099	(272)	-4%	
3.2 - TOURISM			40	40	-	-	20	(20)	-100%	
3.3 - STRATEGIC PLANNING			5 479	6 255	271	1 425	3 128	(1 702)	-54%	
3.4 - ENVIRONMENTAL HEALTH			5 060	5 120	508	2 110	2 560	(450)	-18%	
3.5 - CIVIL DEFENCE			1 787	1 912	165	751	956	(205)	-21%	
3.6 - LED			-	-	-	-	-	-	-	
3.7 - WORK FOR WATER			-	-	-	-	-	-	-	
3.8 - IDP			-	-	-	-	-	-	-	
3.9 - HUMAN RESOURCES			-	-	-	-	-	-	-	
Vote 4 - TECHNICAL SERVICES		-	51 395	51 397	4 447	24 853	25 698	(845)	-3%	-
4.1 - ROADS			51 395	51 397	4 447	24 853	25 698	(845)	-3%	
4.2 - TRANSPORT FUND			-	-	-	-	-	-	-	
Total Expenditure by Vote	2	-	100 092	104 042	8 332	45 505	52 021	(6 517)	(0)	-
Surplus/ (Deficit) for the year	2	-	923	1 092	3 275	5 545	546	4 999	0	-

2.4.1.4 **Table C4: Monthly Budget Statement – Financial Performance (Revenue and Expenditure):**

This table reflects the operating budget and actual figures of the financial performance. The revenue is specifically set out by source due to the fact that Council approves the revenue budget by source and the expenditure budget by vote.

DC5 Central Karoo - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M06 December

Description	Ref	2019/20		Budget Year 2020/21						
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue By Source										
Property rates										
Service charges - electricity revenue										
Service charges - water revenue										
Service charges - sanitation revenue										
Service charges - refuse revenue										
Service charges - other										
Rental of facilities and equipment			100	70	7	22	35	(13)	-37%	
Interest earned - external investments			1 100	1 100	10	319	550	(231)	-42%	
Interest earned - outstanding debtors										
Dividends received										
Fines, penalties and forfeits										
Licences and permits										
Agency services			4 793	4 793	394	2 367	2 397	(30)	-1%	
Transfers and subsidies			43 225	47 275	11 173	27 744	23 637	4 106	17%	
Other revenue			51 797	51 897	23	20 598	25 948	(5 350)	-21%	
Gains on disposal of PPE										
Total Revenue (excluding capital transfers and contributions)			101 015	105 134	11 608	51 050	52 567	(1 517)	-3%	-
Expenditure By Type										
Employee related costs			52 257	52 366	6 052	26 784	26 183	601	2%	
Remuneration of councillors			4 941	4 841	370	2 083	2 420	(337)	-14%	
Debt impairment										
Depreciation & asset impairment			651	757			378	(378)	-100%	
Finance charges										
Bulk purchases										
Other materials			76	91	5	44	45	(1)	-3%	
Contracted services			395	395	24	113	198	(85)	-43%	
Transfers and subsidies										
Other expenditure			41 773	45 593	1 881	16 481	22 797	(6 316)	-28%	
Loss on disposal of PPE										
Total Expenditure			100 092	104 042	8 332	45 505	52 021	(6 517)	-13%	-
Surplus/(Deficit)			-	923	3 275	5 545	546	4 999	0	-
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)										
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporatbns, Higher Educational Institutions)										
Transfers and subsidies - capital (in-kind - all)										
Surplus/(Deficit) after capital transfers & contributions			-	923	3 275	5 545	546			-
Taxation										
Surplus/(Deficit) after taxation			-	923	3 275	5 545	546			-
Attributable to minorities										
Surplus/(Deficit) attributable to municipality			-	923	3 275	5 545	546			-
Share of surplus/ (deficit) of associate										
Surplus/ (Deficit) for the year			-	923	3 275	5 545	546			-

2.4.1.5 **Table C5: Monthly Budget Statement – Capital Expenditure (Municipal Vote, Standard Classification and Funding):**

DC5 Central Karoo - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - M06 December

Vote Description	Ref	2019/20	Budget Year 2020/21							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Multi-Year expenditure appropriation	2									
Vote 1 - EXECUTIVE AND COUNCIL		-	-	-	-	-	-	-	-	-
Vote 2 - BUDGET AND TREASURY		-	-	-	-	-	-	-	-	-
Vote 3 - CORPORATE SERVICES		-	-	-	-	-	-	-	-	-
Vote 4 - TECHNICAL SERVICES		-	-	-	-	-	-	-	-	-
Total Capital Multi-year expenditure	4,7	-	-	-	-	-	-	-	-	-
Single Year expenditure appropriation	2									
Vote 1 - EXECUTIVE AND COUNCIL		-	58	-	-	-	29	(29)	-100%	-
Vote 2 - BUDGET AND TREASURY		-	60	-	-	-	160	(160)	-100%	-
Vote 3 - CORPORATE SERVICES		-	310	-	-	79	363	(284)	-78%	-
Vote 4 - TECHNICAL SERVICES		-	-	-	-	-	-	-	-	-
Total Capital single-year expenditure	4	-	428	-	-	79	552	(473)	-86%	-
Total Capital Expenditure		-	428	-	-	79	552	(473)	-86%	-
Capital Expenditure - Functional Classification										
Governance and administration		-	279	539	-	-	269	(269)	-100%	-
Executive and council		-	58	58	-	-	29	(29)	-100%	-
Finance and administration		-	221	481	-	-	240	(240)	-100%	-
Internal audit		-	-	-	-	-	-	-	-	-
Community and public safety		-	53	53	-	-	27	(27)	-100%	-
Community and social services		-	-	-	-	-	-	-	-	-
Sport and recreation		-	-	-	-	-	-	-	-	-
Public safety		-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-
Health		-	53	53	-	-	27	(27)	-100%	-
Economic and environmental services		-	97	513	-	79	256	(177)	-69%	-
Planning and development		-	97	513	-	79	256	(177)	-69%	-
Road transport		-	-	-	-	-	-	-	-	-
Environmental protection		-	-	-	-	-	-	-	-	-
Trading services		-	-	-	-	-	-	-	-	-
Energy sources		-	-	-	-	-	-	-	-	-
Water management		-	-	-	-	-	-	-	-	-
Waste water management		-	-	-	-	-	-	-	-	-
Waste management		-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-
Total Capital Expenditure - Functional Classification	3	-	428	1 104	-	79	552	(473)	-86%	-
Funded by:										
National Government		-	370	1 046	-	79	523	(444)	-85%	-
Provincial Government		-	-	-	-	-	-	-	-	-
District Municipality		-	-	-	-	-	-	-	-	-
Other transfers and grants		-	-	-	-	-	-	-	-	-
Transfers recognised - capital		-	370	1 046	-	79	523	(444)	-85%	-
Public contributions & donations	5	-	-	-	-	-	-	-	-	-
Borrowing	6	-	-	-	-	-	-	-	-	-
Internally generated funds		-	58	58	-	-	29	(29)	-100%	-
Total Capital Funding		-	428	1 104	-	79	552	(473)	-86%	-

2.4.1.6 Table C6: Monthly Budget Statement – Financial Position:

DC5 Central Karoo - Table C6 Monthly Budget Statement - Financial Position - M06 December

Description	Ref	2019/20	Budget Year 2020/21				
		Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast	
R thousands	1						
ASSETS							
Current assets							
Cash			5 585	5 585	5 441	5 585	
Call investment deposits			-	-	17 314	-	
Consumer debtors			2 292	2 292	-	2 292	
Other debtors			2 292	2 292	(582)	2 292	
Current portion of long-term receivables			-	-	-	-	
Inventory			-	-	1 049	-	
Total current assets			-	10 169	10 169	23 221	10 169
Non current assets							
Long-term receivables			10 551	10 551	7 544	10 551	
Investments			-	-	-	-	
Investment property			-	-	-	-	
Investments in Associate			-	-	-	-	
Property, plant and equipment			10 123	10 123	8 445	10 123	
Agricultural			-	-	-	-	
Biological			-	-	-	-	
Intangible			93	93	97	93	
Other non-current assets			-	-	-	-	
Total non current assets			-	20 767	20 767	16 086	20 767
TOTAL ASSETS			-	30 937	30 937	39 307	30 937
LIABILITIES							
Current liabilities							
Bank overdraft			-	-	-	-	
Borrowing			39	39	21	39	
Consumer deposits			-	-	-	-	
Trade and other payables			8 220	8 220	6 694	8 220	
Provisions			-	-	6 986	-	
Total current liabilities			-	8 259	8 259	13 701	8 259
Non current liabilities							
Borrowing			54	54	-	54	
Provisions			18 955	18 955	14 563	18 955	
Total non current liabilities			-	19 009	19 009	14 563	19 009
TOTAL LIABILITIES			-	27 267	27 267	28 264	27 267
NET ASSETS	2		-	3 669	3 669	11 043	3 669
COMMUNITY WEALTH/EQUITY							
Accumulated Surplus/(Deficit)			3 669	3 669	11 043	3 669	
Reserves			-	-	-	-	
TOTAL COMMUNITY WEALTH/EQUITY	2		-	3 669	3 669	11 043	3 669

2.4.1.7 **Table C7: Monthly Budget Statement – Cash Flow:**

DC5 Central Karoo - Table C7 Monthly Budget Statement - Cash Flow - M06 December

Description	Ref	2019/20	Budget Year 2020/21					YTD variance	YTD variance %	Full Year Forecast	
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget				
R thousands	1										
CASH FLOW FROM OPERATING ACTIVITIES											
Receipts											
Property rates			-	-				-			
Service charges			-	-				-			
Other revenue			56 650	56 720	425	22 987	28 360	(5 373)	-19%		
Government - operating			43 265	47 315	11 173	30 105	23 657	6 447	27%		
Government - capital			-	-	-	-	-	-			
Interest			1 100	1 100	10	319	550	(231)	-42%		
Dividends			-	-	-	-	-	-			
Payments											
Suppliers and employees			(99 581)	(102 494)	(8 332)	(45 963)	(51 247)	(5 284)	10%		
Finance charges			-	-	-	-	-	-			
Transfers and Grants			-	-	-	-	-	-			
NET CASH FROM/(USED) OPERATING ACTIVITIES			-	1 434	2 641	3 275	7 448	1 320	(6 128)	-464%	-
CASH FLOWS FROM INVESTING ACTIVITIES											
Receipts											
Proceeds on disposal of PPE			-	-				-			
Decrease (Increase) in non-current debtors			-	-				-			
Decrease (increase) other non-current receivables			531	531	-	-	266	(266)	-100%		
Decrease (increase) in non-current investments			-	-			-	-			
Payments											
Capital assets			(428)	(1 104)	-	(79)	(552)	(473)	86%		
NET CASH FROM/(USED) INVESTING ACTIVITIES			-	103	(573)	-	(79)	(287)	(208)	72%	-
CASH FLOWS FROM FINANCING ACTIVITIES											
Receipts											
Short term loans			-	-				-			
Borrowing long term/refinancing			(36)	(36)			(18)	18	-100%		
Increase (decrease) in consumer deposits			-	-			-	-			
Payments											
Repayment of borrowing			-	-			-	-			
NET CASH FROM/(USED) FINANCING ACTIVITIES			-	(36)	(36)	-	-	(18)	(18)	100%	-
NET INCREASE/ (DECREASE) IN CASH HELD			-	1 500	2 031	3 275	7 369	1 016			-
Cash/cash equivalents at beginning:			4 085	4 085		15 386	4 085				15 386
Cash/cash equivalents at month/year end:			-	5 585	6 116		22 755	5 100			15 386

3. PART 2 – SUPPORTING DOCUMENTATION

3.1 SECTION 5 – DEBTORS ANALYSIS

3.1.1 Supporting Table SC3:

DC5 Central Karoo - Supporting Table SC3 Monthly Budget Statement - aged debtors - M06 December

Description	NT Code	Budget Year 2020/21									Total	Total over 90 days	Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts I.O. Council Policy
		0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr					
R thousands														
Debtors Age Analysis By Income Source														
Trade and Other Receivables from Exchange Transactions - Water	1200										-	-		
Trade and Other Receivables from Exchange Transactions - Electricity	1300										-	-		
Receivables from Non-exchange Transactions - Property Rates	1400										-	-		
Receivables from Exchange Transactions - Waste Water Management	1500										-	-		
Receivables from Exchange Transactions - Waste Management	1600										-	-		
Receivables from Exchange Transactions - Property Rental Debtors	1700										-	-		
Interest on Arrear Debtor Accounts	1810										-	-		
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820										-	-		
Other	1900	(249)	6	189	45	1	940	-	(1)	931	985			
Total By Income Source	2000	(249)	6	189	45	1	940	-	(1)	931	985	-	-	
2019/20 - totals only														
Debtors Age Analysis By Customer Group														
Organs of State	2200										-	-		
Commercial	2300										-	-		
Households	2400										-	-		
Other	2500	(249)	6	189	45	1	940	-	(1)	931	985			
Total By Customer Group	2600	(249)	6	189	45	1	940	-	(1)	931	985	-	-	

Table SC3 is the only debtors report required by the MBRR.

3.1.2 Supporting Table SC4:

DC5 Central Karoo - Supporting Table SC4 Monthly Budget Statement - aged creditors - M06 December

Description	NT Code	Budget Year 2020/21									Total	Prior year totals for chart (same period)
		0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year			
R thousands												
Creditors Age Analysis By Customer Type												
Bulk Electricity	0100										-	
Bulk Water	0200										-	
PAYE deductions	0300										-	
VAT (output less input)	0400										-	
Pensions / Retirement deductions	0500										-	
Loan repayments	0600										-	
Trade Creditors	0700	(7)	(1)	-	85	-	-	-	-	77		
Auditor General	0800										-	
Other	0900										-	
Total By Customer Type	1000	(7)	(1)	-	85	-	-	-	-	77	-	

3.2 SECTION 6 – GRANT RECEIPTS:

3.2.1 Supporting Table SC6 – Grant Receipts:

DC5 Central Karoo - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - M06 December

Description	Ref	2019/20	Budget Year	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
		Audited Outcome	2020/21							
R thousands										
RECEIPTS:	1,2									
Operating Transfers and Grants										
National Government:		-	36 475	36 586	10 985	28 049	18 293	9 003	49,2%	-
Rural Roads Asset Management System			1 948	1 532	-	1 364	766	598	78,1%	
Local government Financial Management Grant			1 000	1 000	-	1 000	500			
Expanded Public Works Programme			1 262	1 262	568	884	631			
Municipal Systems Improvement			300	-	-	-	-			
Local Government Equitable Share			31 965	32 792	10 417	24 801	16 396	8 405	51,3%	
Provincial Government:		-	2 750	2 750	-	250	1 375	(200)	-14,5%	-
Western Cape Financial Management Support Grant			400	400	-	-	200	(200)	-100,0%	
Western Cape Financial Management Capacity Building Grant			-	-	-	-	-			
Safety Initiation Implementation - WOSA			2 100	2 100	-	-	1 050			
Disaster Management			-	-	-	-	-			
LG Graduate Internship Grant			-	-	-	-	-			
Municipal Drought Support			250	250	-	250	125			
District Municipality:		-	-	-	-	-	-	-		-
<i>[insert description]</i>										
Other grant providers:		-	4 240	4 240	-	625	2 120	(1 495)	-70,5%	-
1% AUDIT FEE FROM NATIONAL TREASURY			3 200	3 200	-	-	1 600	(1 600)	-100,0%	
LGSETA			-	-	-	-	-			
LGSETA MANDATORY GRANT			40	40	-	-	20			
CHIETA			1 000	1 000	-	625	500			
Total Operating Transfers and Grants	5	-	43 465	43 576	10 985	28 924	21 788	7 308	33,5%	-
Capital Transfers and Grants										
National Government:		-	-	716	-	-	-	-		-
Municipal Systems Improvement				300						
Rural Roads Asset Management System				416						
Provincial Government:		-	-	-	-	-	-	-		-
Fire department capacity building										
District Municipality:		-	-	-	-	-	-	-		-
<i>[insert description]</i>										
Other grant providers:		-	-	-	-	-	-	-		-
<i>[insert description]</i>										
Total Capital Transfers and Grants	5	-	-	716	-	-	-	-		-
TOTAL RECEIPTS OF TRANSFERS & GRANTS	5	-	43 465	44 292	10 985	28 924	21 788	7 308	33,5%	-

3.2.2 **Supporting Table SC7(1) – Grant Expenditure:**

DC5 Central Karoo - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - M06 December

Description	Ref	2019/20		Budget Year 2020/21					YTD variance	YTD variance %	Full Year Forecast
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget				
R thousands											
EXPENDITURE											
Operating expenditure of Transfers and Grants											
National Government:		-	36 475	36 586	3 080	17 898	18 293	(395)	-2,2%	-	
Rural Roads Asset Management System			1 948	1 532	207	794	766	28	3,7%		
Local government Financial Management Grant			1 000	1 000	133	518	500	18	3,7%		
Expanded Public Works Programme			1 262	1 262	76	603	631	(28)	-4,4%		
Municipal Systems Improvement			300	-	-	-	-	-	-		
Local Government Equitable Share			31 965	32 792	2 664	15 983	16 396	(414)	-2,5%		
Provincial Government:		-	2 750	2 750	1	44	1 375	(176)	-12,8%	-	
Western Cape Financial Management Support Grant			400	400	-	24	200	(176)	-88,0%		
Western Cape Financial Management Capacity Building Grant											
Safety Initiation Implementation - WOSA			2 100	2 100	1	20	1 050				
Disaster Management											
LG Graduate Internship Grant											
Municipal Drought Support			250	250	-	-	125				
District Municipality:		-	-	-	-	-	-	-	-	-	
<i>[insert description]</i>											
Other grant providers:		-	4 240	4 240	124	623	2 120	(1 497)	-70,6%	-	
1% AUDIT FEE FROM NATIONAL TREASURY			3 200	3 200	-	-	1 600	(1 600)	-100,0%		
LGSETA											
LGSETA MANDATORY GRANT			40	40	24	56	20				
CHIETA			1 000	1 000	100	567	500	67	13,4%		
Total operating expenditure of Transfers and Grants:		-	43 465	43 576	3 205	18 566	21 788	(2 067)	-9,5%	-	
Capital expenditure of Transfers and Grants											
National Government:		-	-	716	-	-	358	(358)	-100,0%	-	
Municipal Systems Improvement				300			150	(150)	-100,0%		
Rural Roads Asset Management System				416			208	(208)	-100,0%		
Provincial Government:		-	-	-	-	-	-	-	-	-	
Fire department capacity building											
District Municipality:		-	-	-	-	-	-	-	-	-	
Other grant providers:		-	-	-	-	-	-	-	-	-	
Total capital expenditure of Transfers and Grants		-	-	716	-	-	358	(358)	-100,0%	-	
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS		-	43 465	44 292	3 205	18 566	22 146	(2 425)	-11,0%	-	

3.3 SECTION 7 – CAPITAL PROGRAMME PERFORMANCE:

3.3.1 Supporting Table C12:

Supporting Table C12 reconciled with Table C5.

DC5 Central Karoo - Supporting Table SC12 Monthly Budget Statement - capital expenditure trend - M06 December

Month	2019/20	Budget Year 2020/21							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	% spend of Original Budget
R thousands									
Monthly expenditure performance trend									
July	-	-	-	-	-	-	-	-	-
August	-	36	92	-	-	92	-	-	-
September	-	-	-	91	#VALUE!	92	#VALUE!	#VALUE!	#VALUE!
October	-	71	184	-	-	276	-	-	-
November	-	-	-	(12)	-	276	-	-	-
December	-	35	90	-	-	366	-	-	-
January	-	-	-	-	-	366	-	-	-
February	-	143	368	-	-	734	-	-	-
March	-	23	58	-	-	794	-	-	-
April	-	75	193	-	-	987	-	-	-
May	-	-	-	-	-	987	-	-	-
June	-	45	117	-	-	1 104	-	-	-
Total Capital expenditure	-	428	1 104	79					

NON-FINANCIAL PERFORMANCE REPORTING – QUARTER 2 (01 October - 31 December 2020)

Disclaimer

This Quarterly Performance Assessment Report, w.r.t. the non-financial information, is based on reported information only, and is un-audited. This report is subject to change on finalisation of the Internal Performance Audit Report for the second (2nd) Quarter (01 October – 31 December 2020) of the 2020/2021 financial year.

1. PURPOSE

- (a) The purpose of this report is to inform Council regarding the progress made with the implementation of the Key Performance Indicators (KPIs) in the realisation of the development priorities and objectives as determined in the Municipality’s Integrated Development Plan (IDP) as well as in the Service Delivery and Budget Implementation Plan (SDBIP) for the second (2nd) Quarter (01 October – 31 December 2020) of the 2020/2021 financial year.

2. LEGISLATIVE REQUIREMENTS

- (a) The SDBIP is defined in terms of Section 1 of the Local Government: Municipal Finance Management Act, 56 (Act 56 of 2003) (MFMA), and the format of the SDBIP is prescribed by the MFMA Circular 13.
- (b) Section 41(1) (e) of the Local Government: Municipal Systems Act, 32 (Act 32 of 2000) (MSA), prescribes that a process must be established of regular reporting to Council.
- (c) This report is a requirement in terms of Section 52 of the MFMA which provide for:
- The Executive Mayor, to submit to council within 30 days of the end of each quarter, a report on the implementation of the budget and financial state of affairs of the municipality;
 - The Accounting Officer, while conducting the above, must take into account:
 - Section 71 Reports;
 - Performance in line with the Service Delivery and Budget Implementation Plans.

3. BACKGROUND TO THE FORMAT AND MONITORING OF THE SDBIP

3.1 Format

- (a) The Municipality’s SDBIP consists of a Top Layer (TL) as well as a Departmental Plan for each individual Department.
- (b) For purposes of reporting, the TL SDBIP is used to report to Council and the Community on the organisational performance of the Municipality.
- (c) The TL SDBIP measures the achievement of performance indicators with regards to the provision of basic services as prescribed by Section 10 of the Local Government: Municipal Planning and Performance Regulations of 2001, National Key Performance Areas and Strategic Objectives as detailed in the Integrated Development Plan (IDP) of the Central Karoo District Municipality. The Top Layer SDBIP 2020/2021 was approved by the Executive Mayor on 09 July 2020.
- (d) The Departmental SDBIP measures the achievement of performance indicators that have been determined with regard to operational service delivery within each department and have been aligned with the Top Layer SDBIP.
The Departmental Plans have been approved by the Municipal Manager.
- (e) The overall assessment of actual performance against targets set for the key performance indicators as documented in the SDBIP is illustrated in terms of the following assessment methodology:

Colour	Category	Explanation
	KPI Not Yet Measured	KPI's with no targets or actual results for the selected period
	KPI Not Met	Actual vs. target less than 75%
	KPI Almost Met	Actual vs. target between 75% and 100%
	KPI Met	Actual vs. target 100% achieved
	KPI Well Met	Actual vs. target more than 100% and less than 150% achieved
	KPI Extremely Well Met	Actual vs. target more than 150% achieved

Table 1: Description of colour codes

- (f) The Performance Management System is an internet-based system and it uses, as its basis, the approved SDBIP. The SDBIP is a layered plan comprising of Top Layer SDBIP and Departmental SDBIPs.
- (g) Performance reports on the Top Layer SDBIP is submitted to the Council on a quarterly, half yearly (Mid-year Budget and Performance Assessment Report) and annual basis.
- (i) This non-financial part of the report is based on the Top Layer SDBIP 2020/2021 and comprises of the following:
 - Summary of the overall performance of the Municipality in terms of the National Key Performance Areas of Local Government;
 - Summary of the overall performance of the Municipality in terms of the seven Municipal Key Performance Areas; and
 - A detailed performance review per Municipal Key Performance Area (MKPA).

3.2 Monitoring

- (a) The Municipality utilises an electronic web-based system that is monthly updated with actual performance.
- (b) The system closes every month between the 10th and the 15th day for updates of the previous month's actual performance as a control measure to ensure that performance is updated and monitored on a monthly basis. No access is available to a month's performance indicators after closure of the system. This is to ensure that the level of performance is consistent for a particular period in the various levels at which reporting takes place. Departments must motivate to the Municipal Manager should they require the system to be re-opened once the system is closed.
- (c) The system provides management information in graphs and indicates actual performance against targets. The graphs provide a good indication of performance progress and where corrective action is required.
- (d) The system requires key performance indicator owners to update performance comments for each actual result captured, which provides a clear indication of how the actual was calculated/ reached and serves as part of the portfolio of evidence (POE) for auditing purposes.
- (e) In terms of Section 46(1) (a) (iii) of the MSA the Municipality must reflect annually in the Annual Performance Report on measures taken to improve performance, in other words targets not achieved. The system utilised requires corrective actions to be captured for targets not achieved.

4. ACTUAL PERFORMANCE FOR THE SECOND (2ND) QUARTER (01 OCTOBER – 31 DECEMBER 2020)

- (a) The Top Layer SDBIP contains performance indicators per Municipal Key Performance Area and comments with corrective measures with regard to targets not achieved.
- (b) Overall performance (dashboard) per National and Municipal Key Performance Areas will be provided for in section 5 of this report.
- (c) A detailed analysis of actual performance for the second (2nd) Quarter (01 October – 31 December 2020) of the 2020/2021 financial year is provided for in Section 6 of this report.

5. OVERALL PERFORMANCE OF THE MUNICIPALITY

(a) Dashboard summary per National Key Performance Area (NKPA) for the period – **01 October – 31 December 2020**

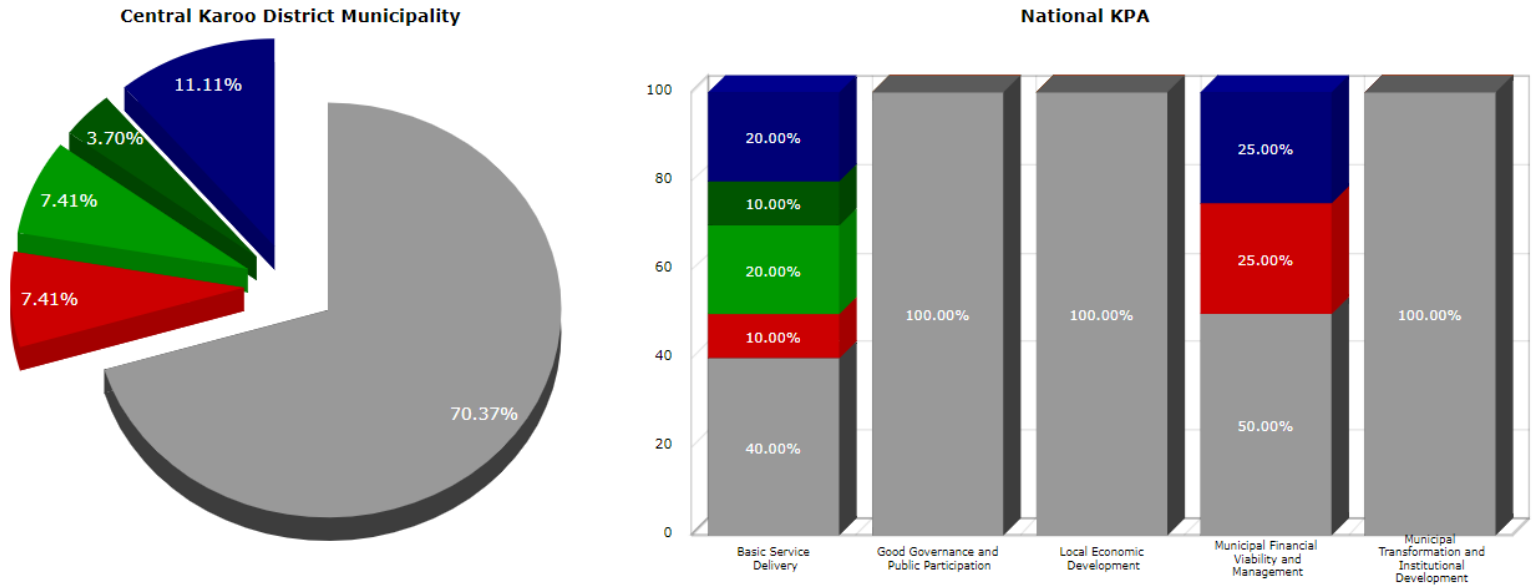


Figure 1: Graphs: Overall Performance on National KPA's

	Central Karoo District Municipality	National KPA				
		Basic Service Delivery	Good Governance and Public Participation	Local Economic Development	Municipal Financial Viability and Management	Municipal Transformation and Institutional Development
Not Yet Applicable	19 (70.37%)	4 (40.00%)	8 (100.00%)	1 (100.00%)	2 (50.00%)	4 (100.00%)
Not Met	2 (7.41%)	1 (10.00%)	-	-	1 (25.00%)	-
Almost Met	-	-	-	-	-	-
Met	2 (7.41%)	2 (20.00%)	-	-	-	-
Well Met	1 (3.70%)	1 (10.00%)	-	-	-	-
Extremely Well Met	3 (11.11%)	2 (20.00%)	-	-	1 (25.00%)	-
Total:	27	10	8	1	4	4
	100%	37.04%	29.63%	3.70%	14.81%	14.81%

Table 2: Overall Performance on National KPA's

(b) Dashboard summary per Municipal Key Performance Area (MKPA) for the period - **01 October – 31 December 2020**

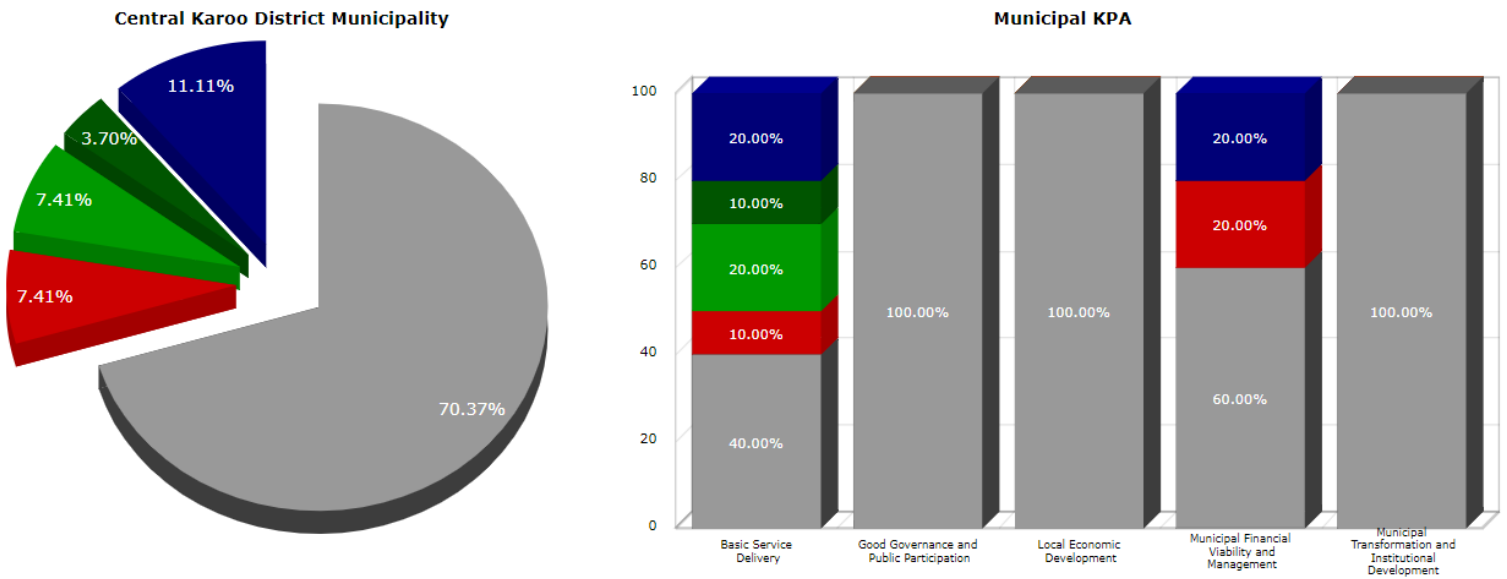


Figure 2: Graphs: Overall performance on Municipal KPA's

	Central Karoo District Municipality	Municipal KPA				
		Basic Service Delivery	Good Governance and Public Participation	Local Economic Development	Municipal Financial Viability and Management	Municipal Transformation and Institutional Development
■ Not Yet Applicable	19 (70.37%)	4 (40.00%)	7 (100.00%)	1 (100.00%)	3 (60.00%)	4 (100.00%)
■ Not Met	2 (7.41%)	1 (10.00%)	-	-	1 (20.00%)	-
■ Almost Met	-	-	-	-	-	-
■ Met	2 (7.41%)	2 (20.00%)	-	-	-	-
■ Well Met	1 (3.70%)	1 (10.00%)	-	-	-	-
■ Extremely Well Met	3 (11.11%)	2 (20.00%)	-	-	1 (20.00%)	-
Total:	27	10	7	1	5	4
	100%	37.04%	25.93%	3.70%	18.52%	14.81%

Table 3: Overall performance on Municipal KPA's



6. ACTUAL STRATEGIC PERFORMANCE AND CORRECTIVE MEASURES THAT WILL BE IMPLEMENTED

6.1 Build a well capacitated workforce, skilled youth and communities

KPI Name	Description of Unit of Measurement	Annual Target	Quarter 2 (01 October - 31 December 2020)		
			Corrective Measures	Target	Actual
Review the organisational structure (Macro) and submit to Council for approval by 31 May 2021	Organisational structure reviewed and submitted to Council	1		●	●
Spend 0.5% of the municipality's personnel budget on training by 30 June 2021 [(Total Actual Training Expenditure/ Total personnel Budget) x100]	% of the personnel budget spent on training	0.50%		●●●●%	●●●●%
Review the Workplace Skills Plan and submit to LGSETA by 30 April 2021	Workplace Skills Plan reviewed and submitted	1		●	●
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 2021	Number of people employed	0		●	●



Summary of Results: Build a well capacitated workforce, skilled youth and communities

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	4
R	KPI Not Met	0% <= Actual/Target <= 74.999%	0
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	0
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
	Total KPIs:		4

6.2 Deliver a sound and effective administrative and financial service to achieve sustainability and viability in the region

KPI Name	Description of Unit of Measurement	Annual Target	Quarter 2 (01 October - 31 December 2020)		
			Corrective Measures	Target	Actual
Spend 90% of the municipal capital budget by 30 June 2021 {(Actual amount spent /Total amount budgeted) X100}	% of capital budget spent	40.00%	[D8] Municipal Manager: Expenditure will increase in third quarter with the finalization of the computer equipment (December 2020)	40.00%	0.00%
Review 15 budget related policies and submit to Council for approval by 31 May 2021	Number of policies reviewed and submitted	15		●	●



KPI Name	Description of Unit of Measurement	Annual Target	Quarter 2 (01 October - 31 December 2020)		
			Corrective Measures	Target	Actual
Review and submit the MFMA delegation register to Council for approval by 31 May 2021	MFMA delegation registered reviewed and submitted	1		●	●
Compile and submit the financial statements to the Auditor-General by 31 August 2020	Financial statements compiled and submitted	1	[D39] Director: Finance (CFO): Submitted as per the changed Regulations (October 2020)	●	1
Financial viability measured in terms of the municipality's ability to meet its service debt obligations as at 30 June (Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant)	% of debt coverage	10.00%		●●●●%	●●●●%
Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June ((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 fix operating expenditure with available cash	25		●	●



Summary of Results: Deliver a sound and effective administrative and financial service to achieve sustainability and viability in the region

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	4
R	KPI Not Met	0% <= Actual/Target <= 74.999%	1
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	0
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	1
	Total KPIs:		6

6.3 Facilitate good governance principles and effective stakeholder participation

KPI Name	Description of Unit of Measurement	Annual Target	Quarter 2 (01 October - 31 December 2020)		
			Corrective Measures	Target	Actual
Review the Risk Based Audit Plan (RBAP) and submit to the Audit Committee for approval by 30 June 2021	RBAP revised and submitted to the Audit Committee	1		●	●
Complete 70% of audits as per the RBAP by 30 June 2021 [(Audits completed for the year/audits planned for the year according to the RBAP) x100]	% audits completed	70.00%		●●●●	●●●●
Review the delegation register and submit to Council for approval by 30 June 2021	Delegation registered reviewed and submitted to Council	1		●	●



KPI Name	Description of Unit of Measurement	Annual Target	Quarter 2 (01 October - 31 December 2020)		
			Corrective Measures	Target	Actual
Review Corporate and HR policies and submit to Council for approval by 30 June 2021	Number of policies reviewed and submitted	2		●	●
Submit the draft Annual Report in Council by 31 January 2021	Draft Annual Report submitted in Council	1		●	●
Review and submit the IDP and Budget Process Plan and District Framework to Council by 31 August 2020	IDP and Budget Process Plan and Framework submitted to Council	1		●	●

Summary of Results: Facilitate good governance principles and effective stakeholder participation

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	6
R	KPI Not Met	0% <= Actual/Target <= 74.999%	0
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	0
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
	Total KPIs:		6



6.4 Improve and maintain district roads and promote safe roads transport

KPI Name	Description of Unit of Measurement	Annual Target	Quarter 2 (01 October - 31 December 2020)		
			Corrective Measures	Target	Actual
Employ workers in temporary positions in terms of skills and labour needs within identified road projects by June 2021	Number of temporary workers employed	24		○	○
Spend 95% of the total approved Roads budget by 30 June 2021 [(Actual expenditure divided by approved allocation received) x100]	% of total approved Roads budget spent	95.00%		10.00%	48.73%
Regravel 40 kilometres of road by 30 June 2021	Number of kilometres regavelled	40		○	○

Summary of Results: Improve and maintain district roads and promote safe roads transport

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	2
R	KPI Not Met	0% <= Actual/Target <= 74.999%	0
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	0
C2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	1
	Total KPIs:		3



6.5 Prevent and minimize the impact of possible disasters and improve public safety in the region

KPI Name	Description of Unit of Measurement	Annual Target	Quarter 2 (01 October - 31 December 2020)		
			Corrective Measures	Target	Actual
Conduct monthly Covid 19 DJOC meetings with relevant stakeholders	Number of meetings conducted	12		3	4
Spend 90% of approved WOSA Safety Grant by 30 June 2021	% of budget spent	90.00%	[D132] Director: Corporate and Strategic Support Services: Due to Covid-19 restrictions all activities could not take place as scheduled. (December 2020)	35.00%	17.00%

Summary of Results: Prevent and minimize the impact of possible disasters and improve public safety in the region

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	0
R	KPI Not Met	0% <= Actual/Target <= 74.999%	1
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	0
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	1
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
	Total KPIs:		2



6.6 Promote regional, economic development, tourism and growth opportunities

KPI Name	Description of Unit of Measurement	Annual Target	Quarter 2 (01 October - 31 December 2020)		
			Corrective Measures	Target	Actual
Create full time equivalent (FTE's) through expenditure with the EPWP job creation initiatives by 30 June 2021	Number of full time equivalent (FTE's) created	20		●	●

Summary of Results: Promote regional, economic development, tourism and growth opportunities

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	1
R	KPI Not Met	0% <= Actual/Target <= 74.999%	0
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	0
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
	Total KPIs:		1



6.7 Promote safe, healthy and socially stable communities through the provision of a sustainable environmental health service

KPI Name	Description of Unit of Measurement	Annual Target	Quarter 2 (01 October - 31 December 2020)		
			Corrective Measures	Target	Actual
Compile and submit bi-annual Water Quality Evaluation Reports to Water Service Authorities by 30 June 2021	Number of Water Quality Evaluation Reports submitted to Water Service Authorities by 30 June	6		3	3
Compile and submit annual Waste Management Evaluation Report to Local Authorities by 30 June 2021	Number of Waste Management Evaluation Reports submitted to Local Authorities by 30 June	3		0	0
Compile and distribute a Municipal Health Information Document to Local Authorities by 31 January 2021	Number of Information Documents submitted to Local Authorities by 31 January	1		0	1
Compile and submit bi-annual Informal Settlement Evaluation Reports with recommendations to Local Authorities by 30 June 2021	Number of Informal Settlement Evaluation Reports submitted	10		5	5
Review the Disaster Management Plan and submit to Council by 31 May 2021	Disaster Management Plan submitted	1		0	0



Summary of Results: Promote safe, healthy and socially stable communities through the provision of a sustainable environmental health service

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	2
R	KPI Not Met	0% <= Actual/Target <= 74.999%	0
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	2
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	1
	Total KPIs:		5



7. CONCLUSION

Overall Summary of Results:

N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	19
R	KPI Not Met	0% <= Actual/Target <= 74.999%	2
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	2
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	1
B	KPI Extremely Well Met	150.000% <= Actual/Target	3
	Total KPIs:		27

- (a) Out of the 27 Key Performance Indicators (KPIs) listed on the Top layer SDBIP 2020/2021 for the second (2nd) Quarter (01 October - 31 December 2020), 19 were not yet applicable, 2 not met, 0 almost met, 2 met, 1 well met and 3 KPI's extremely well met.