

2014/15

**TOP LAYER
SERVICE DELIVERY BUDGET
IMPLEMENTATION PLAN**

**CENTRAL
KAROO
DISTRICT
MUNICIPALITY**



Municipal Finance Management Act:

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

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

Print Name Stefanus Joo Ste

Municipal Manager of Central Karoo District Municipality

Signature 

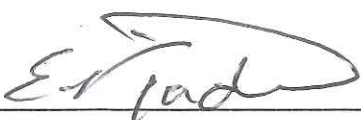
Date 5 JUNE 2014

Approval

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

Print Name EDWARD NJAMU

Mayor of Central Karoo District Municipality

Signature 

Date 2014/06/05

Ref	Directorate	Strategic objective	Municipal KPA	KPI	Unit of Measurement	Program Driver	Baseline	KPI Calculation Type	KPI Target Type	Annual Target	Q1	Q2	Q3	Q4
1	Municipal Manager	To deliver sound administrative and financial services, to ensure good governance and viability	Good Governance and Public Participation	Revise the Risk based audit plan and submit to the Audit Committee by 30 June	Plan submitted to the Audit Committee by 30 June	Municipal Manager	1	Carry Over	Number	1	0	0	0	1
2	Municipal Manager	To deliver sound administrative and financial services, to ensure good governance and viability	Municipal Transformation and Institutional Development	The number of people from employment equity target groups employed (appointed) in the three highest levels of management in compliance with a municipality's approved equity plan	Number of people from employment equity target groups employed (appointed) in the three highest levels of management	Municipal Manager	1	Carry Over	Number	1	0	0	0	1
3	Municipal Manager	To deliver sound administrative and financial services, to ensure good governance and viability	Good Governance and Public Participation	Implement the RBAP [Audits completed for the year/audits planned for the year according to the RBAP %x100]	% Implemented	Municipal Manager	70%	Stand-Alone	Percentage	70	0	0	0	70
4	Municipal Manager	To pursue economic growth opportunities that will create descent work.	Local Economic Development	Provide bursaries to prospective candidates	Number of bursaries provided	Municipal Manager	30	Accumulative	Number	30	0	0	0	30
5	Municipal Manager	To facilitate effective stakeholder participation.	Good Governance and Public Participation	Facilitate the meeting of the District Intergovernmental Forum (Technical)	Number of meetings held	Municipal Manager	2	Accumulative	Number	2	0	0	0	2
6	Municipal Manager	To pursue economic growth opportunities that will create descent work.	Local Economic Development	Revise the LED strategy and submit to Council by 30 June 2015	Revised LED strategy submitted to Council by 30 June 2015	Municipal Manager	1	Carry Over	Number	1	0	0	0	1
7	Municipal Manager	To pursue economic growth opportunities that will create descent work.	Local Economic Development	Submit business plans from EDA for projects to Council for consideration	Number of business plans submitted to Council	Municipal Manager	2	Accumulative	Number	2	0	0	0	2
8	Municipal Manager	To pursue economic growth opportunities that will create descent work.	Local Economic Development	Submit proposals to possible funders for projects/initiatives for the youth, disabled, elderly and gender	Number of proposals submitted to possible funders	Municipal Manager	2	Accumulative	Number	2	0	0	0	2
9	Corporate Services	To deliver sound administrative and financial services, to ensure good governance and viability	Municipal Transformation and Institutional Development	Review the Employment Equity plan and submit to Council by 30 June 2015	Plan reviewed and submitted to Council by 30 June 2015	Director Corporate Services	1	Carry Over	Number	1	0	0	0	1
10	Corporate Services	To deliver sound administrative and financial services, to ensure good governance and viability	Municipal Financial Viability and Management	Submit the financial statements by 31 August to the Auditor General	Financial Statements submitted by 31 August	Director Corporate Services	1	Carry Over	Number	1	1	0	0	0
11	Corporate Services	To deliver sound administrative and financial services, to ensure good governance and viability	Municipal Financial Viability and Management	Maintain an unqualified audit opinion	Unqualified audit opinion received	Director Corporate Services	1	Carry Over	Number	1	0	1	0	0

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Ref	Directorate	Strategic objective	Municipal KPA	KPI	Unit of Measurement	Program Driver	Baseline	KPI Calculation Type	KPI Target Type	Annual Target	Q1	Q2	Q3	Q4
12	Corporate Services	To deliver sound administrative and financial services to ensure good governance and viability	Municipal Transformation and Institutional Development	Review the Workplace Skills Plan and submit to the LGSETA by 30 April 2015	Plan submitted to the LGSETA by 30 April 2015	Director Corporate Services	1	Carry Over	Number	1	0	0	0	1
13	Corporate Services	To deliver sound administrative and financial services to ensure good governance and viability	Municipal Transformation and Institutional Development	Percentage of municipality's budget actually spent on implementing its workplace skills plan measured as [(Total Actual Training Expenditure/ Total Operational Budget)x100]	(Total expenditure on training/total budget)/100	Director Corporate Services	0.5% of Op. Budget	Carry Over	Percentage	0.5	0	0	0	0.5
14	Corporate Services	To plan to minimise the impact of disasters on the community, visitors, infrastructure and environment	Basic Service Delivery	Provide training for emergency personnel and volunteers	Number of training sessions held	Director Corporate Services	3	Accumulative	Number	3	0	0	0	3
15	Corporate Services	To plan to minimise the impact of disasters on the community, visitors, infrastructure and environment	Basic Service Delivery	Inspect industrial premises for fire safety and issue safety certificates	Number of Safety certificates issued	Director Corporate Services	6	Accumulative	Number	6	0	0	0	6
16	Corporate Services	To promote a safe and healthy environment and social viability of residents through the delivery of a responsible environmental health service.	Basic Service Delivery	Raise Health and Hygiene education awareness through articles published in local media	Number of articles published	Director Corporate Services	8	Accumulative	Number	8	0	0	0	8
17	Corporate Services	To promote a safe and healthy environment and social viability of residents through the delivery of a responsible environmental health service.	Basic Service Delivery	Compile and distribute a Municipal Health Newsletter to Category B-Municipalities by the end of Jan 2015	MHS Newsletter submitted by end January 2015	Director Corporate Services	1	Carry Over	Number	1	0	0	1	0
18	Corporate Services	To promote a safe and healthy environment and social viability of residents through the delivery of a responsible environmental health service.	Basic Service Delivery	Submit bi-annual Landfill Evaluation Reports to Category B-Municipalities by 31 Dec 2014 and 30 June 2015	Number of Landfill Evaluation Reports submitted	Director Corporate Services	6	Accumulative	Number	6	0	3	0	3
19	Corporate Services	To promote a safe and healthy environment and social viability of residents through the delivery of a responsible environmental health service.	Basic Service Delivery	Submit by-annual Informal Settlement Evaluation Reports to Category B-Municipalities by 31 Dec 2014 and 30 June 2015	Number of Informal Settlement Evaluation Reports submitted	Director Corporate Services	4	Accumulative	Number	8	0	4	0	4

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Ref	Directorate	Strategic objective	Municipal KPA	KPI	Unit of Measurement	Program Driver	Baseline	KPI Calculation Type	KPI Target Type	Annual Target	Q1	Q2	Q3	Q4
20	Corporate Services	To promote a safe and healthy environment and social viability of residents through the delivery of a responsible environmental health service.	Basic Service Delivery	Submit by-annual Water Quality Evaluation Reports to Category B-Municipalities by 31 Dec 2014 and 30 June 2015	Number of Water Quality Evaluation Reports submitted	Director Corporate Services	6	Accumulative	Number	6	0	3	0	3
21	Corporate Services	To promote a safe and healthy environment and social viability of residents through the delivery of a responsible environmental health service.	Basic Service Delivery	Review the Air Quality Management Plan and submit to Council by end March 2015	Air Quality Management Plan submitted to Council by end March 2015	Director Corporate Services	1	Carry Over	Number	1	0	0	1	0
22	Corporate Services	To deliver sound administrative and financial services, to ensure good governance and viability	Municipal Financial Viability and Management	Financial viability measured in terms of the municipality's ability to meet its service debt obligations ((Total operating revenue-operating grants received)/(Total operating revenue-operating grants received)/debt service payments due within the year)	((Total operating revenue-operating grants received)/(Total operating revenue received)/debt service payments due within the year)	Director Corporate Services	0.5	Reverse Stand-Alone	Number	0.5	0	0	0	0.5
23	Corporate Services	To deliver sound administrative and financial services, to ensure good governance and viability	Municipal Financial Viability and Management	Financial viability measured in terms of the outstanding service debtors (Total outstanding service debtors/ revenue received for services)	(Total outstanding service debtors/ revenue received for services)x100	Director Corporate Services	2.50%	Reverse Stand-Alone	Percentage	2.5	0	0	0	2.5
24	Corporate Services	To deliver sound administrative and financial services, to ensure good governance and viability	Municipal Financial Viability and Management	Financial viability measured in terms of the available cash to cover fixed operating expenditure ((Available cash+ investments)/ Monthly fixed operating expenditure)	((Available cash+ investments)/ Monthly fixed operating expenditure)	Director Corporate Services	12.1	Reverse Stand-Alone	Number	12.1	0	0	0	12.1
25	Corporate Services	To deliver sound administrative and financial services, to ensure good governance and viability	Basic Service Delivery	90% of approved capital budget spent ((Actual amount spent on capital projects / Total amount budgeted for capital projects)x100)	(Actual amount spent on capital projects / Total approved budget for capital projects)x100	Director Corporate Services	90%	Carry Over	Percentage	90	0	0	0	90
26	Technical Services	To improve and maintain our roads and promote effective and save transport for all	Basic Service Delivery	95% of roads capital conditional grant spent ((Actual expenditure divided by approved allocation received) x100)	(Actual expenditure divided by approved allocation received) x100	Director Technical Services	95 - 100%	Stand-Alone	Percentage	95	0	0	0	95

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Ref	Directorate	Strategic objective	Municipal KPA	KPI	Unit of Measurement	Program/Driver	Baseline	KPI Calculation Type	KPI/Target Type	Annual Target	Q1	Q2	Q3	Q4
27	Technical Services	To improve and maintain our roads and promote effective and save transport for all	Basic Service Delivery	Maintain provincial roads measured by the number of kilometers graded (routine maintenance)	Number of Kilometers of roads graded	Director Technical Services	8 400	Carry Over	Number	8400	0	0	0	8400
28	Technical Services	To improve and maintain our roads and promote effective and save transport for all	Basic Service Delivery	95% of roads operational conditional grant spent (Actual expenditure divided by approved allocation received)x100	(Actual expenditure divided by approved allocation received)x100	Director Technical Services	95 - 100%	Stand-Alone	Percentage	95	0	0	0	95
29	Technical Services	To pursue economic growth opportunities that will create descent work.	Local Economic Development	Create temporary job opportunities in terms of identified road projects	Number of job opportunities created	Director Technical Services	15	Carry Over	Number	15	0	0	0	15

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Central Karoo District Municipality Capital projects for the 2014/15 financial year

Ref	Sub-Directorate	GFS Classification	Project Description	Funding source	Planned Start Date	Planned Completion Date	June 2015	Total
1	Administration	Corporate services	Furniture & Equipment	Own funds	2014/01/07	2015/06/30	150000	150000
2	Financial Services	Budget and treasury office	IT Equipment	Own funds	2014/01/07	2015/06/30	100000	100000
3	Disaster Management	Public safety	Operational Equipment	Own funds	2014/01/07	2015/06/30	85000	85000
4	Municipal Manager	Executive and council	Mayoral Vehicle	Own funds	2014/01/07	2015/06/30	165000	165000

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Sub-Directorate	Line Item	GFS Classification	July			August			September		
			Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.
Municipal manager	Governance and administration	Executive and council	631,265	602,098	0	587,833	576,348	0	587,833	576,348	0
Financial Services	Governance and administration	Budget and treasury office	644,340	632,906	0	525,833	548,058	0	525,833	548,058	0
Director Corporate Services	Governance and administration	Corporate services	532,708	522,708	41,667	470,542	474,375	41,667	470,542	474,375	41,667
Director Corporate Services	Community and public safety	Community and social services	0	0	0	0	0	0	0	0	0
Director Corporate Services	Community and public safety	Sport and recreation	0	0	0	0	0	0	0	0	0
Director Corporate Services	Community and public safety	Public safety	69,003	60,669	0	62,500	60,669	0	62,500	60,669	0
Director Corporate Services	Community and public safety	Housing	0	0	0	0	0	0	0	0	0
Municipal Health	Community and public safety	Health	204,419	196,085	0	197,333	196,085	0	197,333	196,085	0
LED	Economic and environmental services	Planning and development	157,325	155,534	0	157,325	155,534	0	157,325	155,534	0
Director Technical Services	Economic and environmental services	Road transport	2,493,789	2,493,789	0	2,798,917	2,798,917	0	2,798,917	2,798,917	0
Municipal Health	Economic and environmental services	Environmental protection	0	0	0	0	0	0	0	0	0
Director Technical Services	Trading services	Electricity	0	0	0	0	0	0	0	0	0
Director Technical Services	Trading services	Water	0	0	0	0	0	0	0	0	0
Director Technical Services	Trading services	Waste water management	0	0	0	0	0	0	0	0	0
Director Technical Services	Trading services	Waste management	0	0	0	0	0	0	0	0	0
Municipal manager	Other	Other	55,492	47,158	0	48,333	47,158	0	48,333	47,158	0
TOTAL			4,788,340	4,710,948	41,667	4,848,617	4,857,145	41,667	4,848,617	4,857,145	41,667

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Sub-Directorate	Line Item	GFS Classification	October			November			December		
			Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.
Municipal manager	Governance and administration	Executive and council	587,833	576,348	0	587,833	576,348	0	587,833	576,348	0
Financial Services	Governance and administration	Budget and treasury office	525,833	548,058	0	525,833	548,058	0	525,833	548,058	0
Director Corporate Services	Governance and administration	Corporate services	470,542	474,375	41,667	470,542	474,375	41,667	470,542	474,375	41,667
Director Corporate Services	Community and public safety	Community and social services	0	0	0	0	0	0	0	0	0
Director Corporate Services	Community and public safety	Sport and recreation	0	0	0	0	0	0	0	0	0
Director Corporate Services	Community and public safety	Public safety	62,500	60,669	0	62,500	60,669	0	62,500	60,669	0
Director Corporate Services	Community and public safety	Housing	0	0	0	0	0	0	0	0	0
Municipal Health	Community and public safety	Health	197,333	196,085	0	197,333	196,085	0	197,333	196,085	0
LED	Economic and environmental services	Planning and development	157,325	155,534	0	157,325	155,534	0	157,325	155,534	0
Director Technical Services	Economic and environmental services	Road transport	2,798,917	2,798,917	0	2,798,917	2,798,917	0	2,798,917	2,798,917	0
Municipal Health	Economic and environmental services	Environmental protection	0	0	0	0	0	0	0	0	0
Director Technical Services	Trading services	Electricity	0	0	0	0	0	0	0	0	0
Director Technical Services	Trading services	Water	0	0	0	0	0	0	0	0	0
Director Technical Services	Trading services	Waste water management	0	0	0	0	0	0	0	0	0
Director Technical Services	Trading services	Waste management	0	0	0	0	0	0	0	0	0
Municipal manager	Other	Other	48,333	47,158	0	48,333	47,158	0	48,333	47,158	0
TOTAL			4,848,617	4,857,145	41,667	4,848,617	4,857,145	41,667	4,848,617	4,857,145	41,667

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Sub-Directorate	Line Item	GF5 Classification	January			February			March		
			Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.
Municipal manager	Governance and administration	Executive and council	587,833	576,348	0	587,833	576,348	0	587,833	576,348	0
Financial Services	Governance and administration	Budget and treasury office	525,833	548,058	0	525,833	548,058	0	525,833	548,058	0
Director Corporate Services	Governance and administration	Corporate services	470,542	474,375	41,667	470,542	474,375	41,667	470,542	474,375	41,667
Director Corporate Services	Community and public safety	Community and social services	0	0	0	0	0	0	0	0	0
Director Corporate Services	Community and public safety	Sport and recreation	0	0	0	0	0	0	0	0	0
Director Corporate Services	Community and public safety	Public safety	62,500	60,669	0	62,500	60,669	0	62,500	60,669	0
Director Corporate Services	Community and public safety	Housing	0	0	0	0	0	0	0	0	0
Municipal Health	Community and public safety	Health	197,333	196,085	0	197,333	196,085	0	197,333	196,085	0
LED	Economic and environmental services	Planning and development	157,325	155,534	0	157,325	155,534	0	157,325	155,534	0
Director Technical Services	Economic and environmental services	Road transport	2,798,917	2,798,917	0	2,798,917	2,798,917	0	2,798,917	2,798,917	0
Municipal Health	Economic and environmental services	Environmental protection	0	0	0	0	0	0	0	0	0
Director Technical Services	Trading services	Electricity	0	0	0	0	0	0	0	0	0
Director Technical Services	Trading services	Water	0	0	0	0	0	0	0	0	0
Director Technical Services	Trading services	Waste water management	0	0	0	0	0	0	0	0	0
Director Technical Services	Trading services	Waste management	0	0	0	0	0	0	0	0	0
Municipal manager	Other	Other	48,333	47,158	0	48,333	47,158	0	48,333	47,158	0
TOTAL			4,848,617	4,857,145	41,667	4,848,617	4,857,145	41,667	4,848,617	4,857,145	41,667

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Sub-Directorate	Line Item	GFS Classification	April			May			June		
			Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.
Municipal manager	Governance and administration	Executive and council	587,833	576,348	0	587,833	576,348	0	1,065,582	859,598	0
Financial Services	Governance and administration	Budget and treasury office	525,833	548,058	0	525,833	548,058	0	1,829,406	1,481,386	0
Director Corporate Services	Governance and administration	Corporate services	470,542	474,375	41,667	470,542	474,375	41,667	1,154,375	1,006,042	41,667
Director Corporate Services	Community and public safety	Community and social services	0	0	0	0	0	0	0	0	0
Director Corporate Services	Community and public safety	Sport and recreation	0	0	0	0	0	0	0	0	0
Director Corporate Services	Community and public safety	Public safety	62,500	60,669	0	62,500	60,669	0	134,028	60,669	0
Director Corporate Services	Community and public safety	Housing	0	0	0	0	0	0	0	0	0
Municipal Health	Community and public safety	Health	197,333	196,085	0	197,333	196,085	0	275,272	196,085	0
LED	Economic and environmental services	Planning and development	157,325	155,534	0	157,325	155,534	0	157,325	155,534	0
Director Technical Services	Economic and environmental services	Road transport	2,798,917	2,798,917	0	2,798,917	2,798,917	0	-557,492	-557,492	0
Municipal Health	Economic and environmental services	Environmental protection	0	0	0	0	0	0	0	0	0
Director Technical Services	Trading services	Electricity	0	0	0	0	0	0	0	0	0
Director Technical Services	Trading services	Water	0	0	0	0	0	0	0	0	0
Director Technical Services	Trading services	Waste water management	0	0	0	0	0	0	0	0	0
Director Technical Services	Trading services	Waste management	0	0	0	0	0	0	0	0	0
Municipal manager	Other	Other	48,333	47,158	0	48,333	47,158	0	127,075	47,158	0
TOTAL			4,848,617	4,857,145	41,667	4,848,617	4,857,145	41,667	4,185,570	3,248,981	41,667

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Sub-Directorate	Line Item	GFS Classification	TOTAL		
			Revenue	Operational Exp.	Capital Exp.
Municipal manager	Governance and administration	Executive and council	7,575,180	7,225,180	0
Financial Services	Governance and administration	Budget and treasury office	7,732,079	7,594,876	0
Director Corporate Services	Governance and administration	Corporate services	6,392,500	6,272,500	500,000
Director Corporate Services	Community and public safety	Community and social services	0	0	0
Director Corporate Services	Community and public safety	Sport and recreation	0	0	0
Director Corporate Services	Community and public safety	Public safety	828,030	728,030	0
Director Corporate Services	Community and public safety	Housing	0	0	0
Municipal Health	Community and public safety	Health	2,453,024	2,353,024	0
LED	Economic and environmental services	Planning and development	1,887,904	1,866,404	0
Director Technical Services	Economic and environmental services	Road transport	29,925,463	29,925,463	0
Municipal Health	Economic and environmental services	Environmental protection	0	0	0
Director Technical Services	Trading services	Electricity	0	0	0
Director Technical Services	Trading services	Water	0	0	0
Director Technical Services	Trading services	Waste water management	0	0	0
Director Technical Services	Trading services	Waste management	0	0	0
Municipal manager	Other	Other	665,900	565,900	0
TOTAL			57,460,080	56,531,377	500,000

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Central Karoo District Municipality

Revenue by Source 2014/15

Line Item	July	August	September	October	November	December	January	February	March	April	May	June	TOTAL
Property rates	0	0	0	0	0	0	0	0	0	0	0	0	0
Property rates - penalties & collection charges	0	0	0	0	0	0	0	0	0	0	0	0	0
Service charges - electricity revenue	0	0	0	0	0	0	0	0	0	0	0	0	0
Service charges - water revenue	0	0	0	0	0	0	0	0	0	0	0	0	0
Service charges - sanitation revenue	0	0	0	0	0	0	0	0	0	0	0	0	0
Service charges - refuse revenue	0	0	0	0	0	0	0	0	0	0	0	0	0
Service charges - other	0	0	0	0	0	0	0	0	0	0	0	0	0
Rental of facilities and equipment	10000	10000	10000	10000	10000	10000	10000	10000	10000	10000	10000	10000	120000
Interest earned - external investments	12500	12500	12500	12500	12500	12500	12500	12500	12500	12500	12500	12500	150000
Interest earned - outstanding debtors	0	0	0	0	0	0	0	0	0	0	0	0	0
Dividends received	0	0	0	0	0	0	0	0	0	0	0	0	0
Fines	0	0	0	0	0	0	0	0	0	0	0	0	0
Licences and permits	0	0	0	0	0	0	0	0	0	0	0	0	0
Agency services	305103	305103	305103	305103	305103	305103	305103	305103	305103	305103	305103	305103	3661237
Transfers recognised - operational	4387195	4387195	4387195	4387195	4387195	4387195	4387195	4387195	4387195	4387195	4387195	4387195	52646343
Other revenue	31875	31875	31875	31875	31875	31875	31875	31875	31875	31875	31875	31875	382500
Gains on disposal of PPE	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfers recognised - capital	500000	0	0	0	0	0	0	0	0	0	0	0	500000
TOTAL	R 5,246,673	R 4,746,673	R 4,746,673	R 4,746,673	R 4,746,673	R 4,746,673	R 4,746,673	R 4,746,673	R 4,746,673	R 4,746,673	R 4,746,673	R 4,746,673	R 57,460,080

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