

FRANCES BAARD DISTRICT MUNICIPALITY



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2018 / 2019

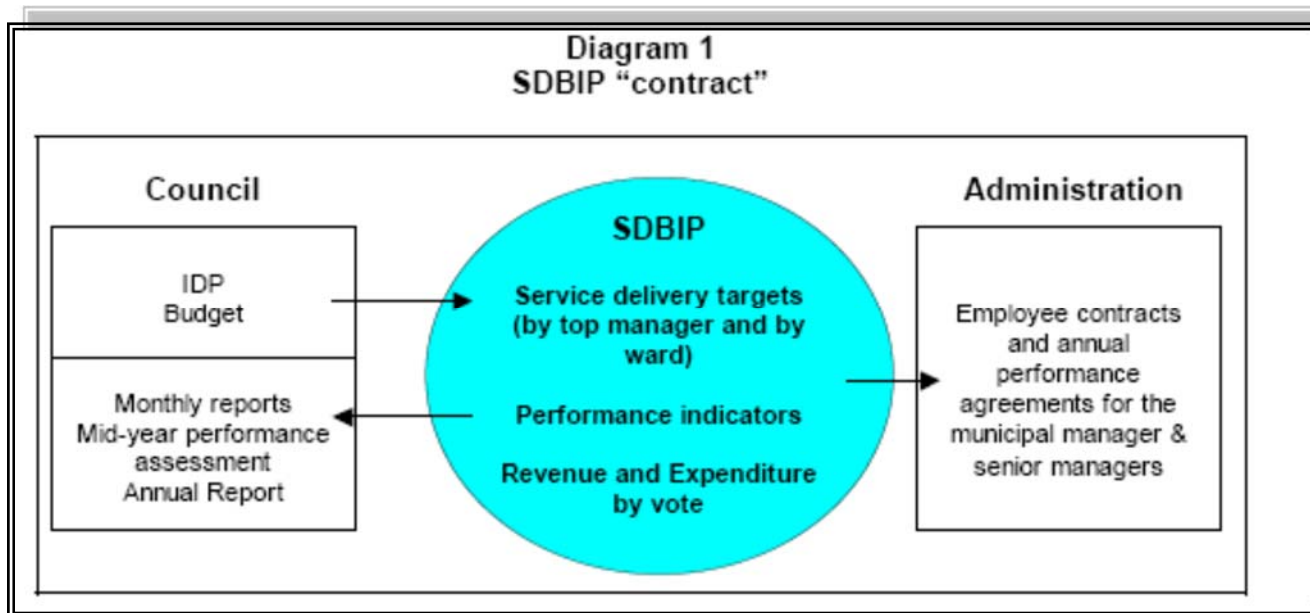
SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2018-2019

TABLE OF CONTENTS:

1. INTRODUCTION	3
2. CAPITAL WORKS PLAN	6
2.1 Three-Year Capital Projects	6
2.2 Spatial Development Framework	7
2.3 Spatial Planning Issues	7
2.4 Capital Projects to category B municipalities for 2018/19	7
3. HIGH-LEVEL SERVICE DELIVERY BREAKDOWN	8
4. BUDGET IMPLEMENTATION PLAN FOR 2018/19	18
4.1 Monthly projections of revenue and expenditure by vote	19
5. CONCLUSION	21

1. INTRODUCTION

The Service Delivery and Budget Implementation Plan (SDBIP) seek to promote municipal accountability and transparency and is an important instrument for service delivery and budget monitoring and evaluation. The SDBIP is a partnership contract between the administration, council and community, which expresses the goals and objectives set by the council as quantifiable outcomes that can be implemented by the administration over the next twelve (12) months.



SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2018-2019

Chapter 1 of the Municipal Finance Management Act, (Act 56 of 2003) (MFMA) defines the SDBIP as a detailed plan approved by the mayor of a municipality in terms of section 53(1)(c)(ii) for implementing the municipality's delivery of services and the execution of its annual budget which must include (as part of the top-layer) the following:

(a) Projections for each month:

- Revenue to be collected, by source, and
- Operational and capital expenditure, by vote.

(b) Service delivery targets and performance indicators for each quarter.

In terms of National Treasury's Circular No.13 the SDBIP must provide a picture of service delivery areas, budget allocations and enable monitoring and evaluation. It specifically requires the SDBIP to include:

- Monthly projections of revenue to be collected for each source;
- Monthly projections of expenditure (operating and capital) and revenue for each vote;
- Quarterly projections of service delivery targets and performance indicators for each vote;
- Information for expenditure and delivery; and a
- Detailed capital works plan.

In terms of sections 69(3) (a) and (b) of the MFMA the accounting officer of a municipality must submit to the mayor within 14 days after the approval of an annual budget, a draft SDBIP for the budget year and drafts of the annual performance agreements as required in terms of section 57(1) (b) of the Municipal Systems Act (MSA) for the municipal manager and all senior managers. Furthermore, according to section 53(1) (c) (ii) and (iii) of the MFMA, the Executive Mayor is expected to approve the SDBIP within 28 days after the approval of the budget.

This coincides with the need to table at Council, drafts of the annual performance agreements for the municipal manager and all senior managers as required in terms of section 57(1) (b) of the MSA.

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2018-2019

The process leading to the draft Budget, IDP and business plans, which have an important bearing on the finalization of the SDBIP, includes the following elements:

- Departmental operational plans/departmental SDBIPs. These departmental SDBIPs provide the detailed plans and targets according to which the departments’ performance will be monitored.
- The departmental SDBIP’s/operational plans contain performance plans of line managers. The performance plans were formulated in terms of the IDP sector plans and the operational mandates relevant to each department. The performance plans form the basis for the signing of the annual performance agreements of the municipal manager and senior managers. The SDBIP represents the key performance targets as captured across core departments.

The structure of the FBDM’s 2018/19 SDBIP in the table below considers the pertinent legal requirements:

SECTION	DESCRIPTION
Introduction	<ul style="list-style-type: none"> • Legislative description of the SDBIP • Components of the SDBIP
Capital Works Plan	<ul style="list-style-type: none"> • Three-year capital works plan • Spatial Development Framework • A list of key capital projects to be implemented in the budget year broken down according to municipalities
High level Service Delivery Breakdown	<ul style="list-style-type: none"> • Municipal score card showing KPI’s and targets
Budget Implementation Plan for 2018/19	<p>Monthly projections of revenue to be collected by source</p> <ul style="list-style-type: none"> • Monthly projections of expenditure of operating, and revenue for each vote • Monthly projection of capital by vote
Conclusion	<ul style="list-style-type: none"> • SDBIP as significant monitoring tool

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2018-2019

The budget implementation section of the SDBIP is categorised in terms of votes as prescribed by the MFMA. In the case of the FBDM, votes indicate a budget allocation for core administration.

- Executive and Council
- Budget and Treasury
- Corporate Services
- Planning and Development
- Project Management and Advisory Services

2. CAPITAL WORKS PLAN

The capital budget of FBDM is focused on own capital expenditure needs such as computer equipment, upgrading of buildings, etc. and not so much on infrastructure services.

2.1 Three-Year Capital Projects

The table below outlines the medium-term capital budget of the FBDM.

Vote Description	2014/15	2015/16	2016/17	Current Year 2017/18			2018/19 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2018/19	Budget Year +1 2019/20	Budget Year +2 2020/21
R thousand									
Vote 1 - Executive & Council	311	30	55	195	195	115	153	-	-
Vote 2 - Budget & Treasury	936	1 953	1 862	897	897	532	17	-	-
Vote 3 - Corporate Services	739	2 968	2 356	1 149	3 112	260	4 388	1 900	-
Vote 4 - Planning & Development	45	140	56	35	35	32	28	-	-
Vote 5 - Vote 5 - Project Management & Advisory Services	94	492	2 995	7 812	9 812	5 009	3 464	-	-
Total Capital Expenditure - Vote	2 125	5 582	7 325	10 087	14 050	5 947	8 050	1 900	-

2.2 Spatial Development Framework

A summary of the Spatial Development Framework (SDF) has been provided herewith. It highlights background to the SDF, the main issues identified by the SDF and objectives, strategies and projects formulated to address these spatial challenges.

Municipalities are required by the provisions of Section 26(e) of the Municipal Systems Act 2000 to prepare and adopt a SDF for their municipal area as part of the Integrated Development Plan. The objectives of SDF are clearly articulated under Section 4 of the Local Government: Municipal Planning and Performance Management Regulations 2001 and Section 18 of the Spatial Planning and Land Reform Act 16 of 2013. The Spatial Planning and Land Reform Act 16 of 2013 is the legislation and government policy that give municipalities the responsibility of preparing and adopting Spatial Development Frameworks for municipalities.

The SDF for Frances Baard District Municipality was adopted by Council in 2014.

2.3 Spatial Planning Issues

One of the principal objectives of SDF is the promotion of sustainable human settlement development. However, there are a number of factors in the FBDM region that pose to undermine the sustainable development of the region, namely: -

- Population increase: All the municipalities in the district with the exception of Phokwane Local Municipality are experiencing an increase in population growth;
- The urban settlements in FBDM are inefficient and expensive to maintain and live in, because they are not compact and creating infrastructure maintenance burdens to municipalities;
- Poor local land management problems, caused by poor agricultural practices and mining;
- The Harts-, the Vaal- and Modder rivers are under endangered conditions;
- Dwindling flora and fauna as the Vaalbos National Park was de-proclaimed;
- Mines are poorly rehabilitated as evidenced by various open quarries and pits in the FBDM region;
- High concentration of crime in urban areas.

2.4 Capital Projects to category B municipalities for 2018/19

Circular 13 of the MFMA calls for the provision of detailed capital works plans to ensure sufficient detail to measure and monitor delivery of infrastructure projects. It has to be appreciated that the breakdown of the capital works plan, is helpful in terms of showing the spread of FBDM's intervention in its provision of services.

This section provides a breakdown of capital expenditure across the FBDM. The capital projects for 2018/19 are broken down according to category B municipalities in the District.

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2018-2019

Description	2014/15	2015/16	2016/17	Current Year 2017/18			2016/17 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2018/19	Budget Year +1 2019/20	Budget Year +2 2020/21
<u>OPERATIONAL: O&M</u>									
<i>Dikgatlong Municipality (NC092)</i>	2 500	2 499	2 500	2 500	2 500	2 300	1 750	2 400	2 500
<i>Magareng Municipality (NC093)</i>	2 500	2 500	2 500	2 500	4 100	2 500	1 750	2 400	2 500
<i>Phokwane Municipality (NC094)</i>	2 500	2 499	2 500	2 500	2 238	2 500	1 750	2 400	2 500
<i>Sol Plaatje Municipality (NC091)</i>	2 500	2 500	2 500	2 500	2 500	2 500	1 750	2 400	2 500
<u>CAPITAL</u>									
<i>Dikgatlong Municipality (NC092)</i>	2 235	2 458	11 023	3 500	3 500	3 500	-	-	-
<i>Dikgatlong Municipality (NC092) (Roll over)</i>				1 000	1 000	1 000	-	-	-
<i>Magareng Municipality (NC093) (Roll over)</i>	5 000	9 647	1 269	5 000	5 000	5 000	-	-	-
<i>Phokwane Municipality (NC094) (Roll over)</i>	5 874	8 111	7 254	1 000	1 000	826	-	-	-
<i>Sol Plaatje Municipality (NC091)</i>	4 326	5 974	6 227	-	-	-	-	-	-
<i>Total Operational and Capital</i>	27 435	36 187	35 774	20 500	21 838	20 126	7 000	9 600	10 000

3. HIGH-LEVEL SERVICE DELIVERY BREAKDOWN

The FBDM is required in terms of the SDBIP, to provide non-financial measurable performance objectives in the form of service delivery targets and other performance indicators. Service delivery targets relate to the level and standard of services being provided to the community. It also includes targets for the reductions in backlogs of basic services according to Circular 13 of the MFMA. The SDBIP provides high level, but condensed public information on service delivery to all stakeholders within and outside the district.

The SDBIP is conceptualized as a layered plan dealing with consolidated service targets and in-year deadlines and linking such targets and deadlines to top management. The Municipal Score Card represents a consolidation of all the FBDM detailed service delivery targets and performance indicators as captured in the operational plans, the performance plans and score cards of the managers in the various departments of the municipality.

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2018-2019

In terms of the objectives, strategies and projects as listed in the IDP and the budget, Frances Baard District Municipality commits itself as follows:

3.1 MUNICIPAL STRATEGIC OBJECTIVES:

1. To provide sustainable municipal services in the district;
2. To implement municipal institutional development and transformation in the district;
3. To promote local economic development in the district;
4. To promote municipal financial viability and management in the district; and
5. To promote and implement good democratic governance and public participation in the district.

3.2 FBDM PERFORMANCE PLAN / OPERATIONAL PLAN / SCORE CARD - 2018/19 Financial Year:

FBDM PERFORMANCE PLAN / SCORE-CARD - 2018/19									
KEY PERFORMANCE AREA (KPA's)	KEY PERFORMANCE INDICATORS (KPI's)	Baseline	Annual Targets	Measure	Verification	Quarterly Projections			
IDP GOALS	IDP OBJECTIVES	30/06/2018	2018/19	Unit	PoE	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
KPA 1: Sustainable Municipal Infrastructure Development and Basic Service Delivery.									
Sub-KPA 1.1: Improved access to sustainable basic services in the district.	1. Percentage support and assistance the 4 LMs in identification, prioritisation and review of projects.	Infrastructure needs list from LM's for 2018/19	100% Approved Allocations for 2018/19	% Completion: Once-off activity	Council Resolution	-	-	-	100%
	2. Amount (R) spent/% projects progress in the provision of potable water to households in the district.	Allocation for 2018/19 (R)	100% Spending of allocation (R)	Amount spent (R) and Progress in %	Quarterly Project Reports and spending (R)	10% (R)	26% (R)	89% (R)	100% (R)
	3. Amount (R) spent/% projects progress in the provision of sanitation facilities to all households in the district.	Allocation for 2018/19 (R)	100% Spending of allocation (R)	Amount spent (R) and Progress in %	Quarterly Project Reports and spending (R)	7% (R)	26% (R)	68% (R)	100% (R)

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2018-2019

FBDM PERFORMANCE PLAN / SCORE-CARD - 2018/19									
KEY PERFORMANCE AREA (KPA's)	KEY PERFORMANCE INDICATORS (KPI's)	Baseline	Annual Targets	Measure	Verification	Quarterly Projections			
IDP GOALS	IDP OBJECTIVES	30/06/2018	2018/19	Unit	PoE	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
	4. Amount (R)spent/% on projects progress on roads related projects in the LMs of the district.	Allocation for 2018/19 (R)	100% Spending of allocation (R)	Amount spent (R) and progress in %	Quarterly Project Reports and spending (R)	-	30% (R)	70% (R)	100% (R)
	5. Amount (R)% spent on support to LMs in operation and maintenance of municipal infrastructure in the district.	Allocation for 2018/19 (R)	100% Spending of allocation (R)	Amount spent (R) and progress in %	Quarterly Project Reports and spending (R)	18% (R)	47% (R)	65% (R)	100% (R)
	6. Amount (R)% spent on the DORA grant in supporting LMs with Transport Planning in the district.	Allocation for 2018/19 (R)	100% Spending of allocation (R)	Amount spent (R) and progress in %	Quarterly Project Reports and spending (R)	-	-	-	-
	7. Number of jobs created through EPWP targets, achieved as per EPWP incentive agreements.(FTEs) for 2018/19	8 EPWP FTE's as per EPWP Integrated Grant to municipalities	8 EPWP FTE's as per EPWP Integrated Grant to municipalities	Number of FTEs	Quarterly Reports	1 13% of target	3 38% of target	5 63% of target	8 100% of target
Sub-KPA 1.2: Facilitation of the creation of sustainable human settlements	8. Percentage facilitation in the reduction of the housing backlog.	Reviewed human settlements sector plans and chapters	100%	Number %	Quarterly Reports	100%	100%	100%	100%
	9. Number / % of consumer education workshops conducted.	100%	8 = 100%	Number %	Quarterly Reports/Min	2 = 25% Reports/Min of Workshop	4 = 50% Reports/Min of Workshop	6 = 75% Reports/Min of Workshop	8 = 100% Reports/Min of Workshop
KPA 2: Local Economic Development (LED)									
Sub-KPA: 2.1 Facilitation of growth and diversification of the District Economy.	10. Percentage progress in the implementation of programmes/projects aimed at building a diverse economy during 2018/19 FY.	Selected Projects/Programmes 100%	4 Projects/programmes 100%	No of Projects/ % Progress	Quarterly Reports	4 / 33%	4 / 68%	4 / 86,7%	4 / 100%
	11. Percentage progress in the implementation of programmes/projects aimed at developing learning and skillful economies during 2018/19 FY.	Selected Programmes 100%	2 Programmes 100%	No of Projects/ % Progress	Quarterly Reports	2 / 27,5%	2 / 45%	2 / 67,5%	2 / 100%
	12. Percentage progress in the implementation of programmes/projects aimed at developing inclusive economies during 2018/19.	Selected Projects/Programmes 100%	2 Projects/Programmes 100%	No of Projects/ % Progress	Quarterly Reports	2 / 37,5%	2 / 66,7%	2 / 95,8%	2 / 100%
	13. Percentage progress in the implementation of projects aimed at the developing and supporting enterprises during 2018/19 FY.	Selected Programmes 100%	1 Programmes 100%	No of Projects/ % Progress	Quarterly Reports	1 / 30%	-	1 / 50%	1 / 100%
	14. Percentage progress in the implementation of economic governance in the district during 2018/19 FY.	Selected Projects 100%	1 Project %	No of Projects/ % Progress	Quarterly Reports	1 / 25%	2 / 50%	1 / 75%	1 / 100%

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2018-2019

FBDM PERFORMANCE PLAN / SCORE-CARD - 2018/19									
KEY PERFORMANCE AREA (KPA's)	KEY PERFORMANCE INDICATORS (KPI's)	Baseline	Annual Targets	Measure	Verification	Quarterly Projections			
IDP GOALS	IDP OBJECTIVES	30/06/2018	2017/18	Unit	PoE	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Sub-KPA: 2.2 <i>Development of a vibrant tourism sector economy.</i>	15. Percentage progress on the programme to support and promote tourism development in the district.	Approved programmes and projects for 2018/19	5 programmes / projects 100%	No of programmes/ projects % Progress	Quarterly reports	5 - 41%	5 - 59%	5 - 78%	5 - 100%
	16. Percentage progress in the establishment and expansion of a destination brand in the district.	Approved activities and programmes for 2018/19	3 Main activities and programmes 100%	Number of main activities and programmes/ % progress	Quarterly reports	3 - 28%	3 - 59%	3 - 79%	3 - 100%
	17. Percentage facilitation of strategic partnerships and participation of tourism role players in the district.	Functional Association	4 Assosiation Meetings 100% facilitated	Number of meetings	Quarterly reports	1 - 25%	2 - 50%	3 - 75%	4 - 100%
KPA 3: Institutional Development and Transformation.									
Sub-KPA 3.1: Environmental Management.	18. Percentage progress on the programme of implementing effective and sustainable municipal health services in the district.	2017/18 Programmes Completed	3 Projects 100% completed	% = Program Number of Activities	Quarterly reports	25%	50%	75%	100%
	19. Percentage progress on the programme to improve environmental planning and management in the district.	2017/18 Programmes Completed	4 Programmes 100% completed	% = Program Number of Activities	Quarterly reports	25%	50%	75%	100%
Sub-KPA 3.2: Disaster Management.	20. Percentage completion of projects and programmes aimed at disaster management capacity building in 3 local municipalities of the district.	2017/18 Programmes Completed	100%	% Compliance with Training Plan	Number of volunteers trained	-	-	100%	-
	21. Percentage implementation of response recovery mechanisms in the 3LMs of the district as per the DDMF.	2017/18 Programmes Completed	100% Implementation	% Compliance	Quarterly reports	20%	50%	75%	100%
	22. Percentage completion of projects and programmes aimed at capacity building in fire fighting for 3 local municipalities in the district.	2017/18 Programmes Completed	100% Implementation of planned programmes and projects.	% Compliance with D/M Plan	Monthly reports	25%	50%	75%	100%
	23. Percentage maintenance of the security systems in FBDM.	2017/18 Programmes Completed	100%	% Compliance with DM Plan	Monthly reports	100%	100%	100%	100%

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2018-2019

FBDM PERFORMANCE PLAN / SCORE-CARD - 2018/19									
KEY PERFORMANCE AREA (KPA's)	KEY PERFORMANCE INDICATORS (KPI's)	Baseline	Annual Targets	Measure	Verification	Quarterly Projections			
IDP GOALS	IDP OBJECTIVES	30/06/2018	2018/19	Unit	PoE	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Sub-KPA 3.3: Human Resource Management	24. Percentage development and implementation of an HR Strategy for FBDM by 2018/19 FY.	2007 Approved HR Strategy	1 HR Strategy for FBDM	Draft HR Strategy	Progress Reports	25%	50%	75%	100%
	25. Percentage developed and implementation of the WSP that is aligned to strategic objectives of the municipality by 2018/19 FY.	Support provided in 2017/18 FY.	100%	% Compliance	Quarterly reports	-	-	100%	-
	26. Percentage human resource management support to all departments at FBDM and the LMs by 2018/19 FY.	WSP 2018/19 FY ATR 2017/18 FY	100%	%Compliance	Quarterly reports	100%	100%	100%	100%

FBDM PERFORMANCE PLAN / SCORE-CARD - 2018/19									
KEY PERFORMANCE AREA (KPA's)	KEY PERFORMANCE INDICATORS (KPI's)	Baseline	Annual Targets	Measure	Verification	Quarterly Projections			
IDP GOALS	IDP OBJECTIVES	30/06/2018	2018/19	Unit	PoE	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
KPA 3: Institutional Development and Transformation continue ...									
Sub-KPA 3.4: Records Management.	27. Percentage compliance with the Provincial Archives Act in FBDM and at the LMs for the 2018/19 FY.	100% Compliant	100%	% Compliance	Quarterly reports	100%	100%	100%	100%
	28. Percentage provision of an effective and cost-efficient office support functions rendered to FBDM for 2018/19 FY.	100% Office support rendered for 2018/19	100%	% Compliance	Quarterly reports	100%	100%	100%	100%
	29. Percentage maintainance of buildings and management of contractors in FBDM.	2018/19 Maintenance projects complete	100%	% Compliance	Maintenance Reports	25%	50%	75%	100%
Sub-KPA 3.5: Information Communication Technology. (ICT)	30. Percentage improvement and maintence of ICT infrastructure in FBDM in the 2018/19 FY.	Approved activities/projects for 2018/19	100%	% Improved accessibility	Quarterly reports on accessibility	25%	50%	75%	100%
	31. Percentage implementation of ICT support programmes for the 3 LMs for the 2018/19 FY.	100% Support provided as per request	100%	% Compliance	Quarterly reports	20%	50%	70%	100%
Sub-KPA 3.6: Integrated Development Planning. (IDP)	32. Percentage facilitation of IDP preparation and review in FBDM in compliance with relevant legislation and policies by 2018/19 FY.	5 / 100%	100%	% Credible IDP processes completed	Quarterly reports / Process Plans	25%	50%	75%	100%
	33. Percentage assistance and support to the LMs in the preparation and review of their IDPs.	100%	100%	% Credible IDP processes completed	Quarterly Reports/Process Plans	25%	50%	75%	100%

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2018-2019

FBDM PERFORMANCE PLAN / SCORE-CARD - 2018/19									
KEY PERFORMANCE AREA (KPA's)	KEY PERFORMANCE INDICATORS (KPI's)	Baseline	Annual Targets	Measure	Verification	Quarterly Projections			
IDP GOALS	IDP OBJECTIVES	30/06/2018	2018/19	Unit	PoE	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Sub-KPA 3.7: Performance Management. (PMS)	34. Percentage assistance to the LMs to establish functional and sustainable PMS in compliance with legislation.	Support provided as and when requested.	100% Support	% Compliance	Quarterly reports and appraisals	25%	50%	75%	100%
	35. Percentage compliance with a functional institutional performance management system in FBDM for 2018/19 FY.	100%	100%	% Compliance	Quarterly reports	25%	50%	75%	100%
KPA 3: Institutional Development and Transformation continue ...									
Sub-KPA 3.8: Town and Regional Planning.	36. Percentage facilitation of the development of urban areas in accordance with approved spatial plans in the 3 LM's for the 2018/19 FY.	Approved Spatial Plans	100% Compliance with SPLUMA	% Compliance	Quarterly reports	100%	100%	100%	100%
Sub-KPA 3.9: Geographical Information System. (GIS)	37. Percentage creation of integrated GIS services in the district for the 2018/19 FY.	Phokwane & Dikgatlong 100%	100% Sol Plaatje	Completed activities % Completion	Quarterly Reports	25%	50%	75%	100%
	38. Percentage enhancement of the use of GIS as a planning tool for the 2018/19 FY.	Workshops conducted in 2017/18 FY	100% implementation of the GIS programme	% Implementation	Quarterly reports	25%	50%	75%	100%
Sub-KPA 4.1: Communication.	39. Percentage provision of information to improve public understanding and facilitation of collaboration of government activities for the 2018/19 FY.	Planned Activities for 2018/19	Pre-selected activities completed 100%	% Progress on implementation of activities	Monthly Quarterly Reports	25%	50%	75%	100%
	40. Percentage support towards the improvement of staff engagement to successfully implement the goals of FBDM for the 2018/19 FY.	100%	1 / 100%	% Progress	Quarterly surveys and reports	25%	50%	75%	100%
Sub-KPA 4.2: Risk Management.	41. Percentage implementation of policies, procedures, strategies and implementation plans necessary to minimise identified risks in FBDM and 2 LMs for the 2018/19 FY.	2017/2018 Risk Registers	100% completion of risk assessments	% progress	Quarterly Reports	25%	50%	75%	100%
	42. Percentage implementation of a fraud prevention policy, strategy and implementation plan for FBDM and the 2 LMs for the 2018/19 FY.	Approved FBDM Fraud Prevention Strategy, Policy and Plan	100% completion of fraud prevention programme	% progress	Quarterly reports	-	100%	-	-

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2018-2019

FBDM PERFORMANCE PLAN / SCORE-CARD - 2018/19									
KEY PERFORMANCE AREA (KPA's)	KEY PERFORMANCE INDICATORS (KPI's)	Baseline	Annual Targets	Measure	Verification	Quarterly Projections			
IDP GOALS	IDP OBJECTIVES	30/06/2018	2018/19	Unit	PoE	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
KPA 4: Good Governance and Public Participation.									
Sub-KPA 4.3: Internal Audit.	43. Percentage evaluation and contribution to the implementation and improvement of the efficiency and effectiveness of internal controls and safeguarding of asstes of FBDM the 2 LMs for the 2018/19 FY.	100% Implemented 2017/18 Audit plan	100% Implementation of the audit plan	Monthly / Quarterly I/A reports	Monthly / Quarterly I/A reports	25%	50%	75%	100%
	44. Percentage evaluation of the implementation of performance management system in FBDM and the 2 LMs for the 2018/19 FY.	100% Compliance in 2017/18	100% Compliance	Quarterly I/A reports	Quarterly I/A reports	100%	100%	100%	100%
	45. Percentage assessment of matters relating to compliance with legislation to ensure sustainable management of financial affairs and performance management in FBDM in the 2 LMs. (IDP)	100% Compliance in 2017/18	100% Compliance	Quarterly I/A reports	Quarterly I/A reports	100%	100%	100%	100%
	46. Percentage assessment of matters relating to compliance with legislation in contributing to the reliability and integrity of financial and non-financial information in FBDM and the 2 LMs for the 2018/19 FY.	100% Compliance in 2017/18	100% Compliance	Quarterly APRC reports	Quarterly APRC reports	100%	100%	100%	100%
Sub-KPA 4.4: Legal and Compliance Services.	47. Percentage implementation of a legal service to FBDM and the LMs (on request) for the 2018/19 FY.	100% Compliance in 2017/18	100%	% Compliance	Monthly Quarterly reports	100%	100%	100%	100%
	48. Percentage vetting of contracts to ensure sound legal binding contracts in FBDM and the LMs for the 2018/19 FY.	100% Compliance in 2017/18	100%	% Compliance	Monthly Quarterly reports	100%	100%	100%	100%
Sub-KPA 4.5: Council, Committee Services & Administration.	49. Percentage facilitation of Council and committee meetings to ensure timely implementation of Council resolutions in FBDM for the 2018/19 FY.	100% facilitation in 2017/18	100%	% Compliance	Signed agendae and minutes of Council and committee meetings	100%	100%	100%	100%

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2018-2019

FBDM PERFORMANCE PLAN / SCORE-CARD - 2018/19

KEY PERFORMANCE AREA (KPA's)	KEY PERFORMANCE INDICATORS (KPI's)	Baseline	Annual Targets	Measure	Verification	Quarterly Projections			
IDP GOALS	IDP OBJECTIVES	30/06/2018	2018/19	Unit	PoE	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Sub-KPA 4.7: Youth Service	50. Percentage implementation of planned youth development initiatives in the district by 2018/19 FY.	100% Implementation in 2017/18	100% implementation	Number of youth economic development initiatives undertaken.	Quarterly Reports	25%	50%	75%	100%
	51. Percentage development of initiatives to strengthen and support organised youth structures in the district by 2018/19 FY.	100% Support provided in 2017/18	100%	Number of organised youth structures supported.	Quarterly Reports	25%	50%	75%	100%
	52. Percentage implementation of the district youth skills development plan by 2018/19 FY.	100% Implementation in 2017/18	100%	% implementation	Quarterly Reports	25%	50%	75%	100%
Sub-KPA 4.8: Special Programmes	53. Percentage coordination and monitoring of special programmes in the district by 2018/19 FY.	100% coordination and monitoring provided in 2017/18	100%	Number of special programmes coordination, monitoring or facilitated	Quarterly Reports	25%	50%	75%	100%
KPA 5: Municipal Financial Viability and Management.									
Sub-KPA 4.9: Finance	54. Percentage implementation of activities to ensure long-term financial sustainability of the municipality during 2018/19 FY.	100%	100%	% Compliance	Monthly Quarterly reports	100%	100%	100%	100%
	55. Percentage compliance with all accounting statutory and legislative requirements during 2018/19 FY.	100%	100%	% Compliance	Monthly Quarterly reports	100%	100%	100%	100%
	56. Percentage adherence to systems of supply chain management during 2018/19 FY.	100%	100%	% Compliance	Monthly Quarterly reports	100%	100%	100%	100%
	57. Percentage implementation of revenue generating and debt collection strategies during 2018/19 FY.	100%	100%	% progress	Monthly Quarterly reports	100%	100%	100%	100%
	58. Percentage implementation of processes and activities to ensure proper management of cash resources to meet financial liabilities during 2018/19 FY.	100%	100%	% Compliance	Monthly Quarterly reports	100%	100%	100%	100%
	59. Percentage financial management support to four (4) LMs during 2018/19 FY.	100%	100%	% Compliance	Monthly Quarterly reports	100%	100%	100%	100%
	60. Percentage implementation of mSCOA and ensuring its maintainance during 2018/19 FY.	90%	100%	% Compliance	Monthly Quarterly reports	100%	100%	100%	100%

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2018-2019

4. BUDGET IMPLEMENTATION PLAN FOR 2018/19

In respect of the budget implementation component of the SDBIP, circular 13 requires a breakdown by monthly projections of revenue to be collected for each source and monthly projections of operational and capital expenditure and revenue for each vote.

4.1 Monthly projections of revenue and expenditure by vote

The anticipated revenue for the 2018/19 financial year amounts to R127, 619m and the expenditure amounts to R126,892m. The table below provides a summary of the monthly projections for revenue and expenditure per vote.

4.2 Monthly projections: Capital expenditure by vote

The FBDM envisages a spending of R8, 05m on the capital budget for 2018/19 financial year. The capital budget will be funded from a combination of surplus cash, grants allocations and other public contributions. This is followed by monthly projections for the 2018/19 financial year for each vote.

Vote Description	2014/15	2015/16	2016/17	Current Year 2017/18			2018/19 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2018/19	Budget Year +1 2019/20	Budget Year +2 2020/21
R thousand									
Vote 1 - Executive & Council	311	30	55	195	195	115	153	-	-
Vote 2 - Budget & Treasury	936	1 953	1 862	897	897	532	17	-	-
Vote 3 - Corporate Services	739	2 968	2 356	1 149	3 112	260	4 393	1 900	-
Vote 4 - Planning & Development	45	140	56	35	35	32	28	-	-
Vote 5 - Vote 5 - Project Management & Advisory Services	94	492	2 995	7 812	9 812	5 009	3 464	-	-
Total Capital Expenditure - Vote	2 125	5 582	7 325	10 087	14 050	5 947	8 055	1 900	-

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2018-2019

VOTE	July			August			September			October			November			December		
	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000
<i>Executive & Council</i>																		
Council	710	0	0	737	0	0	750	0	0	1 288	30	0	744	0	0	710	0	0
Municipal Manager	229	0	0	231	0	0	249	0	0	229	0	0	269	0	0	229	0	0
Committee Services & Administration	97	0	0	97	0	0	103	0	0	97	0	0	167	0	0	97	0	0
Internal Audit	350	0	0	209	0	0	225	0	0	209	0	0	456	0	0	216	6	0
Communications	182	0	0	199	0	0	172	0	0	199	0	0	248	2	0	172	0	0
Risk Unit	104	0	0	104	0	0	104	0	0	104	0	0	153	0	0	104	0	0
Political Office - Administration	268	0	0	268	0	0	268	0	0	268	0	0	420	0	0	268	0	0
Youth Unit	113	0	0	113	4	0	113	0	0	113	0	0	201	2	0	113	0	0
Legal & Compliance	76	0	0	76	0	0	76	0	0	76	0	0	120	0	0	76	0	0
<i>Budget & Treasury</i>																		
Directorate	301	0	0	301	0	1 000	505	0	0	866	0	0	983	0	0	987	0	0
Finance: Revenue & Expenditure	284	0	452	284	0	39 188	284	0	452	284	0	452	441	0	39 188	284	0	452
Finance: Budget Office	435	0	0	395	0	0	395	2	0	395	0	0	566	4	0	395	0	0
Finance: Supply Chain Management	247	0	0	247	12	0	247	0	0	247	0	0	381	0	0	247	0	0
Finance: Motor Vehicle Pool	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Corporate Services</i>																		
Director: Administration	157	0	0	157	0	0	157	0	0	157	0	0	157	0	0	157	0	0
Information Systems	358	0	0	358	0	0	358	0	0	358	0	0	438	0	0	358	0	0
Human Resource Management	419	0	0	419	0	0	494	0	0	420	0	0	494	0	0	419	0	0
Office support Services	747	0	0	747	15	0	747	534	0	747	0	0	747	17	0	747	10	0
Environmental Health	559	0	0	559	0	0	559	0	0	559	0	0	829	0	0	559	0	0
Firefighting & Disaster Management	622	2	0	622	0	0	622	63	0	622	0	0	861	0	0	622	0	0
<i>Planning & Development</i>																		
Directorate: Planning	136	0	0	136	4	0	136	0	0	136	0	0	151	0	0	136	0	0
Local Economic Development	431	0	0	431	0	0	431	0	0	431	0	0	1 392	0	0	431	0	0
GIS Management	133	0	0	429	0	0	366	9	0	294	15	0	353	0	0	319	0	0
Spacial Planning	199	0	0	133	0	0	133	0	0	133	0	0	198	0	0	133	0	0
Tourism	294	0	0	199	0	0	199	0	0	199	0	0	436	0	0	199	0	0
IDP Management	170	0	0	81	0	0	170	0	0	81	0	0	119	0	0	81	0	0
<i>Project Management & Advisory Services</i>																		
Directorate: Infrastructure Development	149	0	2 521	149	1 500	0	149	1 500	0	149	460	371	149	0	0	149	0	0
Project Management Services	1 172	0	0	1 172	0	0	1 181	0	0	1 172	0	0	1 366	0	0	1 172	0	0
Maintenance of Roads	82	0	82	82	0	82	82	0	82	82	0	82	82	0	82	82	0	82
Housing	333	0	0	333	0	0	333	0	0	333	0	0	553	0	0	333	0	0
Total by Vote	9 354	2	3 055	9 265	1 534	40 270	9 607	2 108	534	10 246	505	905	13 472	24	39 270	9 793	16	534

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2018-2019

VOTE	January			February			March			April			May			June			Total		
	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000
<u>Vote1: Executive & Council</u>																					
Council	710	70	0	813	0	0	713	0	0	1 460	0	0	710	0	0	750	0	0	10 097	100	0
Municipal Manager	249	0	0	229	0	0	349	0	0	249	0	0	229	0	0	286	0	0	3 030	0	0
Committee Services & Administration	97	0	0	109	0	0	105	0	0	97	0	0	97	0	0	99	0	0	1 259	0	0
Internal Audit	209	0	0	350	0	0	209	0	0	209	0	0	314	0	0	434	0	0	3 392	6	0
Communications	172	0	0	199	0	0	220	0	0	172	0	0	175	0	0	201	0	0	2 314	2	0
Risk Unit	104	0	0	104	0	0	104	0	0	104	0	0	104	0	0	104	0	0	1 293	0	0
Political Office - Administration	268	0	0	268	0	0	268	0	0	268	0	0	268	40	0	268	0	0	3 368	40	0
Youth Unit	113	0	0	407	0	0	113	0	0	113	0	0	119	0	0	171	0	0	1 800	5	0
Legal & Compliance	76	0	0	76	0	0	76	0	0	76	0	0	76	0	0	76	0	0	953	0	0
<u>Vote2 - Budget & Treasury</u>																					
Directorate	851	0	0	301	0	0	481	0	0	326	0	0	425	0	0	459	0	0	6 787	0	1 000
Finance: Revenue & Expenditure	284	0	452	284	0	452	292	0	452	284	0	39 188	284	0	452	284	0	452	3 572	0	121 632
Finance: Budget Office	466	0	0	395	0	0	395	0	0	395	0	0	395	0	0	3 197	0	0	7 821	5	0
Finance: Supply Chain Management	247	0	0	247	0	0	247	0	0	247	0	0	247	0	0	247	0	0	3 095	12	0
Finance: Motor Vehicle Pool	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<u>Vote3: Corporate Services</u>																					
Director: Administration	157	0	0	157	0	0	157	0	0	157	0	0	157	0	0	156	0	0	1 880	0	0
Information Systems	358	0	0	358	0	0	358	0	0	358	0	0	358	950	0	357	0	0	4 372	950	0
Human Resource Management	419	0	0	419	0	0	844	0	0	419	0	0	495	0	0	423	0	0	5 680	0	0
Office support Services	747	0	0	747	48	0	947	0	0	747	0	0	747	0	0	1 046	0	0	9 462	624	0
Environmental Health	559	0	0	859	0	0	559	735	0	559	52	0	559	0	0	559	0	0	7 280	787	0
Vote: Firefighting & Disaster Management	622	0	0	622	0	368	847	63	0	622	1 900	0	847	0	0	622	0	0	8 149	2 028	368
<u>Vote4: Planning & Development</u>																					
Directorate: Planning	136	0	0	136	0	0	136	0	0	136	0	0	136	0	0	281	0	0	1 790	4	0
Local Economic Development	431	0	0	1 136	0	0	1 136	0	0	1 566	0	0	431	0	0	430	0	0	8 675	0	0
GIS Management	294	0	0	495	0	0	354	0	0	294	0	0	294	0	0	293	0	0	3 547	0	0
Spacial Planning	133	0	0	133	0	0	273	0	0	273	0	0	133	0	0	273	0	0	1 922	0	0
Tourism	199	0	0	320	0	0	320	0	0	320	0	0	199	0	0	279	0	0	3 530	24	0
IDP Management	170	0	0	81	0	0	81	0	0	81	0	0	170	0	0	81	0	0	1 594	0	0
<u>Vote5: Project Management & Advisory Services</u>																					
Directorate: Infrastructure Development	149	0	371	149	0	0	229	0	0	149	4	371	149	0	0	181	0	0	1 896	3 464	3 634
Project Management Services	1 172	0	0	1 172	0	0	1 172	0	0	1 172	0	0	1 172	0	0	1 181	0	0	14 280	0	0
Maintenance of Roads	82	0	82	82	0	82	82	0	82	82	0	82	82	0	82	82	0	82	985	0	985
Housing	333	0	0	333	0	0	333	0	0	333	0	0	333	0	0	333	0	0	4 219	0	0
Total by Vote	9 805	70	905	10 979	48	902	11 398	798	534	11 266	1 955	39 641	9 703	990	534	13 154	0	534	128 042	8 050	127 619

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2018-2019

4.3 Monthly projections: Revenue by source

	July R 000	August R 000	September R 000	October R 000	November R 000	December R 000	January R 000	February R 000	March R 000	April R 000	May R 000	June R 000	Total R 000
Grants	2 529	39 745	8	379	38 745	8	379	376	8	39 116	8	8	121 311
Interest earned - external investments	400	400	400	400	400	400	400	400	400	400	400	400	4 805
Other	42	42	42	42	42	42	42	42	42	42	42	42	500
Rental of facilities and equipment	84	84	84	84	84	84	84	84	84	84	84	84	1 003
Total Revenue by Source	3 055	40 270	534	905	39 270	534	905	902	534	39 641	534	534	127 619

5. CONCLUSION

The SDBIP is a significant intervention tool in the strengthening of democratic governance in the local sphere of government. The SDBIP prescribes that the FBDM’s annual targets be provided in order to assist with implementation and monitoring. Regular reviews would compare targets with actual outcomes and revise future targets as necessary.

The SDBIP monitoring of actual revenue targets and spending against the budget will be reported monthly in terms of section 71 of the MFMA. In terms of section 71 of the MFMA, the accounting officer must not later than ten days after the last working day of each month, submit to the Executive Mayor and the relevant provincial treasury a statement on the state of the municipalities’ budget, reflecting the following:

- Actual revenue, per revenue source;
- Actual borrowings;
- Actual expenditure, per vote;
- Actual capital expenditure, per vote;
- The amount of any allocations received;

And explanation of:

- Any material variances from what the municipality have projected on revenue by source, and from the municipality’s expenditure projections per vote;
- Any material variances from the service delivery and budget implementation plan and;
- Any remedial or corrective steps taken or to be taken to ensure that projected revenue and expenditure remain within the municipality’s approved budget.

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2018-2019

The SDBIP therefore provides an excellent basis for the councilors of the FBDM to monitor the implementation of service delivery programmes and initiatives across the district. The score card in the SDBIP presents a clear mandate to councilors in terms of playing their oversight function. Regular reports are presented to the section 79 committees in terms of the commitments made in the departmental/unit operational plans.

Administratively, the SDBIP facilitates proper monitoring of performance by senior management and the municipal manager against set targets. The municipal manager's commitments as indicated in the score card will enable the Executive Mayor and the Mayoral Committee to monitor the progress of FBDM in terms of implementing programmes and initiatives in the district. Similarly, the municipal manager is being provided with a tool to ensure accountability for all the key performance indicators in the score card of the municipality.

SUBMITTED BY:

DATE: _____

Municipal Manager

APPROVED BY:

DATE: _____

Executive Mayor