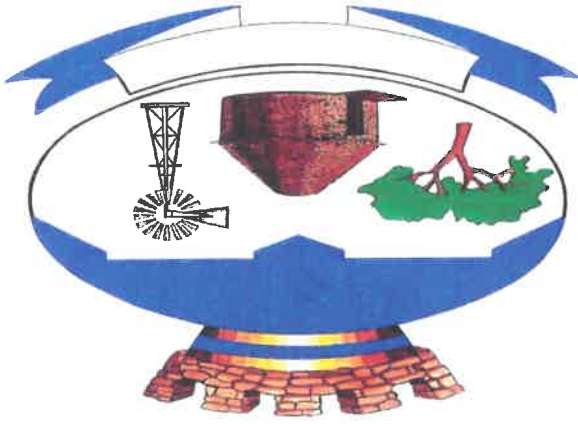


**KAREEBERG
MUNICIPALITY**



**TOP LAYER
SERVICE DELIVERY BUDGET
IMPLEMENTATION PLAN**

2020/21

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 WILLEM DE BRUIN

Acting Municipal Manager of Kareeberg Municipality

Signature Cur

Date 09.06.2020

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 Norman Steffen van KtK

Mayor of Kareeberg Municipality

Signature [Signature]

Date 09-06-2020

Internal Ref	Division	IDP Objective	KPI	Unit of Measurement	Ward	KPI Owner	Target Type	Annual Target	Q1	Q2	Q3	Q4
TL1	Office of the Municipal Manager	Enhance community participation	Council meets people meetings by 30 June 2021	Number of meetings	All	Municipal Manager	Number	1				1
TL2	Office of the Municipal Manager	Compliance with the principles of good governance	Complie and submit the Risk Based Audit Plan (RBAP) to the Audit committee by 30 June 2021	Risk Based Audit Plan (RBAP) submitted to the Audit committee by 30 June 2021	All	Municipal Manager	Number	1				1
TL3	Corporate Services	Compliance with the principles of good governance	Submit the Draft IDP to Council by 31 March 2021	Draft IDP submitted to Council by 31 March 2021	All	Head: Corporate Services	Number	1			1	
TL4	Corporate Services	Compliance with the principles of good governance	Distribute external newspaper "Korbeeltjie"	Number of external newsletters distributed	All	Head: Corporate Services	Number	2		1		1
TL5	Corporate Services	Deliver basic services with available resources	Spend 90% of the library grant by 30 June 2021 ((Actual expenditure divided by the approved budget)x100)	% of the library grant spent by 30 June 2021 ((Actual expenditure divided by the approved budget)x100)	All	Head: Corporate Services	Percentage	90		20		90
TL6	Corporate Services	Sound administrative and financial services to achieve and maintain sustainability and viability	The number of people from employment equity target groups employed (to be appointed) in the three highest levels of management in compliance with the equity plan as at 30 June 2021	Number of people employed (to be appointed)	All	Head: Corporate Services	Number	1				1
TL7	Corporate Services	Sound administrative and financial services to achieve and maintain sustainability and viability	The percentage of the municipality's personnel budget actually spent on implementing its workplace skills plan by 30 June 2021 ((Actual amount spent on training/total operational budget)x100]	% of the municipality's personnel budget on training by 30 June 2021 (Actual amount spent on training/total personnel budget)x100	All	Head: Corporate Services	Percentage	0.01				0.01

Internal Ref	Division	IDP Objective	KPI	Unit of Measurement	Ward	KPI Owner	Target Type	Annual Target	Q1	Q2	Q3	Q4
TL8	Corporate Services	Sound administrative and financial services to achieve and maintain sustainability and viability	Limit the vacancy rate to less than 10% of budgeted posts by 30 June 2021 ((Number of posts filled/Total number of budgeted posts)x100)	% vacancy rate of budgeted posts by 30 June 2021 (Number of posts filled/Total number of budgeted posts)x100	All	Head: Corporate Services	Percentage	10		10		10
TL9	Corporate Services	Sound administrative and financial services to achieve and maintain sustainability and viability	Submit the Draft Annual Report to Council by 31 January 2021	Draft Annual Report submitted to Council by 31 January 2021	All	Head: Corporate Services	Number	1				
TL10	Corporate Services	Sound administrative and financial services to achieve and maintain sustainability and viability	Submit the Work Skills Plan to Local Government SETA by 30 April 2021	Work Skills Plan submitted to LGSETA by 30 April 2021	All	Head: Corporate Services	Number	1			1	
TL11	Financial Services	Deliver basic services with available resources	Number of formal residential properties that receive piped water (credit) that is connected to the municipal water infrastructure network and billed for the service as at 30 June 2021	Number of residential properties which are billed for water as at 30 June 2021	All	Head: Financial Services	Number	1 779		1 779		1 779
TL12	Financial Services	Deliver basic services with available resources	Number of formal residential properties connected to the municipal electrical infrastructure network (credit and prepaid electrical metering)/(Excluding Eskom areas) and billed for the service as at 30 June 2021	Number of residential properties which are billed for electricity or have pre paid meters (Excluding Eskom areas) as at 30 June 2021	All	Head: Financial Services	Number	1 029		1 029		1 029

Internal Ref	Division	IDP Objective	KPI	Unit of Measurement	Ward	KPI Owner	Target Type	Annual Target	Q1	Q2	Q3	Q4
TL13	Financial Services	Deliver basic services with available resources	Number of formal residential properties connected to the municipal waste water sanitation/sewerage network for sewerage service, irrespective of the number of water closets (toilets) and billed for the service as at 30 June 2021	Number of residential properties which are billed for sewerage as at 30 June 2021	All	Head: Financial Services	Number	858		858		858
TL14	Financial Services	Deliver basic services with available resources	Number of formal residential properties for which refuse is removed once per week and billed for the service as at 30 June 2021	Number of residential properties which are billed for refuse removal as at 30 June 2021	All	Head: Financial Services	Number	1 814		1 814		1 814
TL15	Financial Services	Deliver basic services with available resources	Provide free basic water to indigent households as at 30 June	Number of indigent households receiving free basic water	All	Head: Financial Services	Number	1 047		1 047		1 047
TL16	Financial Services	Deliver basic services with available resources	Provide free basic electricity to indigent households as at 30 June 2021	Number of indigent households receiving free basic electricity	All	Head: Financial Services	Number	984		984		984
TL17	Financial Services	Deliver basic services with available resources	Provide free basic sanitation to indigent households as at 30 June 2021	Number of indigent households receiving free basic sanitation services	All	Head: Financial Services	Number	818		818		818
TL18	Financial Services	Deliver basic services with available resources	Provide free basic refuse removal to indigent households as at 30 June 2021	Number of indigent households receiving free basic refuse removal services	All	Head: Financial Services	Number	1 047		1 047		1 047
TL19	Financial Services	Deliver basic services with available resources	The percentage of the municipal capital budget actually spent on capital projects by 30 June 2021 [(Amount actually spent on capital projects/ Amount budgeted for capital projects)x100]	% of capital budget spent on capital projects by 30 June 2021	All	Head: Financial Services	Percentage	90		10	60	90

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Internal Ref	Division	IDP Objective	KPI	Unit of Measurement	Ward	KPI Owner	Target Type	Annual Target	Q1	Q2	Q3	Q4
TL20	Financial Services	Sound administrative and financial services to achieve and maintain sustainability and viability	Financial viability measured in terms of the municipality's ability to meet it's service debt obligations as at 30 June 2021 ((Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant)	% debt coverage	All	Head: Financial Services	Percentage	45				45
TL21	Financial Services	Sound administrative and financial services to achieve and maintain sustainability and viability	Financial viability measured in terms of the outstanding service debtors as at 30 June 2021 ((Total outstanding service debtors/ revenue received for services)X100)	% of outstanding service debtors to revenue received for services	All	Head: Financial Services	Percentage	10.5				10.5
TL22	Financial Services	Sound administrative and financial services to achieve and maintain sustainability and viability	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2021 ((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	All	Head: Financial Services	Number	3				3
TL23	Financial Services	Sound administrative and financial services to achieve and maintain sustainability and viability	Submit the annual financial statements to AGSA by 31 August 2020	Annual financial statements submitted to AGSA by 31 August 2020	All	Head: Financial Services	Number	1	1			

Internal Ref	Division	IDP Objective	KPI	Unit of Measurement	Ward	KPI Owner	Target Type	Annual Target	Q1	Q2	Q3	Q4
TL24	Financial Services	Sound administrative and financial services to achieve and maintain sustainability and viability	Submit the draft main budget to Council by 31 March 2021	Draft main budget submitted to Council by 31 March 2021	All	Head: Financial Services	Number	1			1	
TL25	Financial Services	Sound administrative and financial services to achieve and maintain sustainability and viability	Achieve a debtor payment percentage of 80% by 30 June 2021 {(Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off)/Billed Revenue x 100}	% debtor payment achieved	All	Head: Financial Services	Percentage	80		80		80
TL26	Operational Services	Deliver basic services with available resources	Limit % electricity unaccounted for to 20% by 30 June 2021 [(Number of Electricity Units Purchased - Number of Electricity Units Sold) / Number of Electricity Units Purchased] x 100	% Electricity unaccounted for (Number of Electricity Units Purchased - Number of Electricity Units Sold) / Number of Electricity Units Purchased] x 100	All	Chief Operational Manager	Percentage	20				20
TL27	Operational Services	Deliver basic services with available resources	90% of water samples taken comply with SANS241 micro biological indicators {(Number of water samples that comply with SANS241 indicators/Number of water samples tested)x100}	% of water samples compliant	All	Chief Operational Manager	Percentage	90		90		90
TL28	Operational Services	Promote economic development, tourism opportunities	Create temporary jobs opportunities in terms of EPWP by 30 June 2021	Number of job opportunities created by 30 June 2021	All	Chief Operational Manager	Number	30		30		30

09-04-2020

Internal Ref	Division	IDP Objective	KPI	Unit of Measurement	Ward	KPI Owner	Target Type	Annual Target	Q1	Q2	Q3	Q4
TL29	Operational Services	Deliver basic services with available resources	60% of the electricity maintenance budget spent by 30 June 2021 {{Actual expenditure on maintenance divided by the total approved maintenance budget}}x100}	% of the electricity maintenance budget spent by 30 June 2021 {{Actual expenditure on maintenance divided by the total approved maintenance budget}}x100}	All	Chief Operational Manager	Percentage	60	10	20	40	60
TL30	Operational Services	Deliver basic services with available resources	60% of the roads and stormwater maintenance budget spent by 30 June {{Actual expenditure on maintenance divided by the total approved maintenance budget}}x100}	% of the roads and stormwater maintenance budget spent by 30 June {{Actual expenditure on maintenance divided by the total approved maintenance budget}}x100}	All	Chief Operational Manager	Percentage	60	10	20	40	60
TL31	Operational Services	Deliver basic services with available resources	60% of the sewerage maintenance budget spent by 30 June 2021 {{Actual expenditure on maintenance divided by the total approved maintenance budget}}x100}	% of the sewerage maintenance budget spent by 30 June 2021 {{Actual expenditure on maintenance divided by the total approved maintenance budget}}x100}	All	Chief Operational Manager	Percentage	60	10	20	40	60
TL32	Operational Services	Deliver basic services with available resources	60% of the water maintenance budget spent by 30 June 2021 {{Actual expenditure on maintenance divided by the total approved maintenance budget}}x100}	% of the water maintenance budget spent by 30 June 2021 {{Actual expenditure on maintenance divided by the total approved maintenance budget}}x100}	All	Chief Operational Manager	Percentage	60	10	20	40	60
TL33	Operational Services	Deliver basic services with available resources	60% of the sport and recreation maintenance budget spent by 30 June 2021 {{Actual expenditure on maintenance divided by the total approved maintenance budget}}x100}	% of the sport and recreation maintenance budget spent by 30 June 2021 {{Actual expenditure on maintenance divided by the total approved maintenance budget}}x100}	All	Chief Operational Manager	Percentage	60	10	20	40	60

09-06-2020

Internal Ref	Division	IDP Objective	KPI	Unit of Measurement	Ward	KPI Owner	Target Type	Annual Target	Q1	Q2	Q3	Q4
TL34	Operational Services	Deliver basic services with available resources	Spend 90% of the total amount budgeted by 30 June 2021 for the upgrading of streets in Carnarvon {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent by 30 June 2021{(Total actual expenditure for the project/Total amount budgeted for the project)x100}	2	Chief Operational Manager	Percentage	90	0	10	60	90
TL35	Operational Services	Deliver basic services with available resources	Spend 90% of the total amount budgeted by 30 June 2021 for the upgrading of streets in Vanwyksvlei {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent by 30 June 2021{(Total actual expenditure for the project/Total amount budgeted for the project)x100}	4	Chief Operational Manager	Percentage	90	0	10	60	90
TL36	Operational Services	Deliver basic services with available resources	Spend 90% of the total amount budgeted by 30 June 2021 for the water pipeline Vanwyksvlei {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent by 30 June 2021 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	4	Chief Operational Manager	Percentage	90	0	10	60	90
TL37	Operational Services	Deliver basic services with available resources	Spend 90% of the total amount budgeted by 30 June 2021 Spend 90% of the total amount budgeted by 30 June 2021 for the replacement of the asbestos water pipeline - Carnarvon {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	% of budget spent by 30 June 2021 {(Total actual expenditure for the project/Total amount budgeted for the project)x100}	1	Chief Operational Manager	Percentage	90	0	10	60	90

References

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Capital projects for the 2020/21 financial year

Division	Project Description	Funding Source	Ward	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Total
Operational Services	Water pipeline Vanwm	Regional Bulk Infrastr	4	1,000,000	2,000,000	1,000,000	6,000,000	8,000,000	8,000,000	3,000,000	7,000,000	9,000,000	9,000,000	10,000,000	3,551,000	67,551,000
Operational Services	Upgrading of asbestos	Water Services Infrastr	1		500,000	1,000,000	1,000,000	3,000,000	3,000,000	2,000,000	3,000,000	1,500,000				15,000,000
Operational Services	Upgrading of Streets	Municipal Infrastructu	2	2,000,000		1,702,196										3,702,196
Operational Services	Upgrading of Streets	Municipal Infrastructu	4		200,000	500,000	700,000	309,131								1,709,131
Operational Services	2 x High Mast Lights	Municipal Infrastructu	3		500,000	700,000	900,000	504,673								2,604,673
Operational Services	Upgrading of electrici	Integrated National E	1		500,000	500,000	1,000,000	2,000,000	1,000,000							5,000,000
Operational Services	Energy efficiency proj	Energy Efficiency and	1 and 2		300,000	800,000	1,000,000	1,000,000	900,000							4,000,000

09-06-2020

Vote	Jul-20			Aug-20			Sep-20			Oct-20			Nov-20			Dec-20		
	Revenue R'000	Operational Exp. R'000	Capital Exp. R'000	Revenue R'000	Operational Exp. R'000	Capital Exp. R'000	Revenue R'000	Operational Exp. R'000	Capital Exp. R'000	Revenue R'000	Operational Exp. R'000	Capital Exp. R'000	Revenue R'000	Operational Exp. R'000	Capital Exp. R'000	Revenue R'000	Operational Exp. R'000	Capital Exp. R'000
Vote 1 - EXECUTIVE AND COUNCIL	15,290	-49		1,155	731		547	548		2,033	1,761		2,376	-408		2,601	673	
Vote 2 - BUDGET AND TREASURY OFFICE	5,000	956		50	1,051		275	1,637		2,580	1,921		820	2,159		339	2,679	
Vote 3 - CORPORATE SERVICES		210			239			210			338			336			230	
Vote 4 - PLANNING AND DEVELOPMENT																		
Vote 5 - HEALTH		1			0			0			0			0			0	
Vote 6 - COMMUNITY AND SOCIAL SERVICES	1,432	156		139	355		84	286		237	309		104	322		60	311	
Vote 7 - HOUSING																		
Vote 8 - PUBLIC SAFETY		42			44			35			39			21			69	
Vote 9 - SPORT AND RECREATION	0	28		0	36		0	29		0	28		0	28		0	47	
Vote 10 - ENVIRONMENTAL PROTECTION																		
Vote 11 - SOLID WASTE MANAGEMENT	377	42		379	40		377	48		478	191		378	38		377	41	
Vote 12 - WASTE WATER MANAGEMENT	93	317		95	681		99	500		201	527		182	303		96	616	
Vote 13 - ROAD TRANSPORT	3	324	1,353	3	449		5	336		7	505	1,353	4	287		1	378	
Vote 14 - WATER	198	125	20,638	-393	160		213	131		317	347	20,638	-1,669	114		197	189	
Vote 15 - ELECTRICITY	712	1,169	2,901	900	2,120		860	1,594		901	1,348	2,901	882	1,009		761	1,220	
Total	23,105	3,321	24,892	2,328	5,906	0	2,460	5,354	0	6,754	7,314	24,892	3,077	4,209	0	4,432	6,453	0

Vote	Jan-21			Feb-21			Mar-21			Apr-21			May-21			Jun-21		
	Revenue R'000	Operational Exp. R'000	Capital Exp. R'000	Revenue R'000	Operational Exp. R'000	Capital Exp. R'000	Revenue R'000	Operational Exp. R'000	Capital Exp. R'000	Revenue R'000	Operational Exp. R'000	Capital Exp. R'000	Revenue R'000	Operational Exp. R'000	Capital Exp. R'000	Revenue R'000	Operational Exp. R'000	Capital Exp. R'000
Vote 1 - EXECUTIVE AND COUNCIL	5,868	2,236		409	178		1,419	16		5,206	2,551		280	322		-1,411	-180	
Vote 2 - BUDGET AND TREASURY OFFICE	839	1,993		176	1,569		247	1,088		223	1,538		177	1,132		10,663	2,136	
Vote 3 - CORPORATE SERVICES		717			237			312			415			246			868	
Vote 4 - PLANNING AND DEVELOPMENT																1,057	7,358	
Vote 5 - HEALTH		0			0			0									10	
Vote 6 - COMMUNITY AND SOCIAL SERVICES	191	292		79	437		96	329		87	317		149	355		-1,376	-528	
Vote 7 - HOUSING																	11	
Vote 8 - PUBLIC SAFETY		43			103			23			26			8			-377	
Vote 9 - SPORT AND RECREATION	1	39		0	45		0	32		0	45		0	37		8	38	
Vote 10 - ENVIRONMENTAL PROTECTION																	270	
Vote 11 - SOLID WASTE MANAGEMENT	380	65		381	73		381	228		384	148		385	39		282	5,249	
Vote 12 - WASTE WATER MANAGEMENT	98	553		98	561		179	543		95	615		99	548		12	-68	
Vote 13 - ROAD TRANSPORT	3	461		1	392	1,353	4	353		3	433		2	374		7,986	-1,880	1,353
Vote 14 - WATER	236	141		237	192	20,638	-1,101	143		227	280		228	117		86,751	795	20,638
Vote 15 - ELECTRICITY	765	1,286		790	1,337	2,901	896	1,210		717	1,702		740	1,280		9,933	2,151	2,901
Total	8,381	7,826	0	2,171	5,124	24,892	2,121	4,277	0	6,942	8,070	0	2,060	4,458	0	113,905	15,853	24,892

Vote	TOTAL		
	Revenue R'000	Operational Exp. R'000	Capital Exp. R'000
Vote 1 - EXECUTIVE AND COUNCIL	35,773	8,379	0
Vote 2 - BUDGET AND TREASURY OFFICE	21,389	19,859	0
Vote 3 - CORPORATE SERVICES	0	4,358	0
Vote 4 - PLANNING AND DEVELOPMENT	1,057	7,358	0
Vote 5 - HEALTH	0	11	0
Vote 6 - COMMUNITY AND SOCIAL SERVICES	1,282	2,941	0
Vote 7 - HOUSING	0	11	0
Vote 8 - PUBLIC SAFETY	0	76	0
Vote 9 - SPORT AND RECREATION	9	432	0
Vote 10 - ENVIRONMENTAL PROTECTION	0	270	0
Vote 11 - SOLID WASTE MANAGEMENT	4,559	6,202	0
Vote 12 - WASTE WATER MANAGEMENT	1,347	5,696	0
Vote 13 - ROAD TRANSPORT	8,022	2,412	5,412
Vote 14 - WATER	85,441	2,734	82,552
Vote 15 - ELECTRICITY	18,857	17,426	11,604
Total	177,736	78,165	99,568

09-06-2020

Kareberg Municipality

Revenue by Source for the 2020/21 financial year

Line Item	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	TOTAL
	R'000												
Property rates	652	603	586	1,361	1,011	843	801	776	652	603	586	610	9,084
Service charges - electricity revenue	722	826	814	775	748	783	791	816	753	750	776	1,301	9,855
Service charges - water revenue	212	242	239	227	219	230	232	239	221	220	228	381	2,890
Service charges - sanitation revenue	99	113	111	106	102	107	108	111	103	102	106	178	1,346
Service charges - refuse revenue	107	122	120	115	111	116	117	121	111	111	115	192	1,458
Rental of facilities and equipment	46	2	73	2	4	6	80	65	9	7	6	64	364
Interest earned - external investments	160	245	268	428	-	230	974	265	160	245	160	260	3,395
Interest earned - outstanding debtors	0	0	0	0	0	0	0	0	0	0	0	-2	-2
Dividends received	0	0	0	0	0	0	0	0	0	0	0	0	0
Fines, penalties and forfeits	0	0	0	0	0	0	0	0	0	0	0	250	250
Licences and permits	0	0	0	0	1	0	1	0	1	2	1	4	10
Agency services	8	3	5	8	5	10	6	5	8	7	7	-42	30
Transfers and subsidies	3,751	0	0	0	0	0	882	0	0	0	0	26,612	31,245
Other revenue	393	236	229	100	228	235	274	240	215	225	211	15,649	18,235
Gains	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	6,150	2,392	2,445	3,122	2,429	2,560	4,266	2,638	2,233	2,272	2,196	45,457	78,160

Mayor:

Date: 09-06-2020