

OVERBERG DISTRICT MUNICIPALITY

TOP LAYER SDBIP

2023/2024



Approved

Municipal Finance Management Act, 2003 (Act 56 of 2003)

Section 53(1)(c)

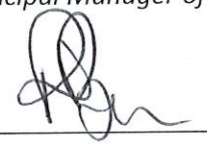
**TOP LAYER SERVICE DELIVERY BUDGET IMPLEMENTATION
PLAN
2023/2024**

MUNICIPAL FINANCE MANAGEMENT ACT, 2003

SECTION 53(1)(C)(II) – APPROVED BY THE MAYOR

The Top Layer Service Delivery Budget Implementation Plan (SDBIP), 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, 2003 (MFMA), MFMA Circular No 13 and the Budget and Reporting regulation for the necessary approval.

Print Name Richardus Bosman
Municipal Manager of the Overberg District Municipality

Signature 

Date 23/06/2023

APPROVAL OF TOP LAYER SDBIP

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, 2003 (MFMA).

Print Name Andries Francken
Mayor of the Overberg District Municipality

Signature 

Date 23/06/2023

Introduction

This document constitutes the Service Delivery Budget Implementation Plan (SDBIP) of the Overberg District Municipality for 2023/2024 financial year.

Purpose of the SDBIP

The SDBIP is a management, implementation and monitoring tool. It enables the Municipality to give effect to its Integrated Development Plan (IDP) and Budget and can be seen as a “contract” between the Administration, Council and the Community that sets the manner in which the Municipality will achieve its IDP goals and strategic goals and developmental strategies & priorities over the next twelve months.

Legal Framework

The Municipal Finance Management Act, Act 65 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 municipal services and its annual budget, and which must indicate-

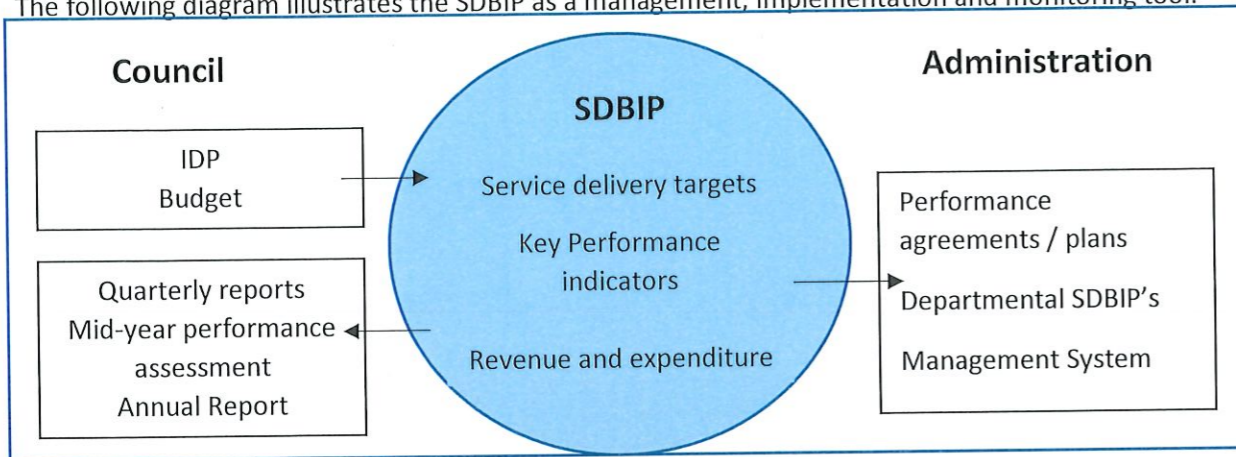
- a) Projections of each month of-
 - (i) revenue to be collected, by source; and
 - (ii) operational and capital expenditure, by vote;
- b) service delivery targets and performance indicators for each quarter; and

Section 69(3)(a) of the MFMA requires the accounting officer must no later than 14 days after the approval of an annual budget submit to the Mayor a draft SDBIP for the budget year. Section 53(1)(c)(ii) of the MFMA requires the Mayor to approve the SDBIP within 28 days of the approval of the budget. Section 53(1)(c)(iii) provides furthermore that the annual performance agreements of the Municipal Manager and Senior Managers reporting to the Municipal Manager in terms of Section 57(1)(b) of the Municipal Systems Act (Act 32 of 2000) must be linked to the performance targets of the SDBIP.

Performance reporting on the Top /Layer Service Delivery Budget Implementation Plan (SDBIP) is done to Executive Mayor and Council on a quarterly, half yearly (mid-year Budget and Performance Assessment report (S72 MFMA)) and annual basis (Annual report (S121 MFMA)). Any amendments to the SDBIP must be approved by Council following the submission of the Mid-year Budget and Performance Assessment Report and the approval of the Adjustment Budget. In addition to the above, Section 71 of the MFMA requires that monthly budget statements be completed and submitted to the Executive Mayor no later than 10 days after the end of each month. The SDBIP is supported by the following administrative performance management tools:

- Departmental SDBIP’s which contain operation Key Performance Indicators which are approved by the Municipal Manager.
- KPI’s assigned to individual employees in terms of Performance Agreements/Plans.

The following diagram illustrates the SDBIP as a management, implementation and monitoring tool.



VISION, MISSION AND STRATEGIC GOALS

VISION Overberg – the opportunity gateway to Africa through sustainable services

MISSION To render sustainable, customer-directed services and to be the preferred Provider of Shared Services within the Overberg, by:

- Promoting social and economic development;
- Utilising all available resources economically, efficiently and effectively;
- Ensuring the provision of optimal and quality service delivery; and
- Enhancing effective stakeholder relations.

STRATEGIC GOALS

- SG1** To ensure the well-being of all in the Overberg through the provision of efficient basic services and infrastructure.
- SG2** To promote regional economic development by supporting the initiatives in the district for the development of a sustainable district economy.
- SG3** To ensure municipal transformation and institutional development by creating a staff structure that would adhere to the principles of employment equity and promote skills development.
- SG4** To attain and maintain financial viability and sustainability by executing accounting services in accordance with National policy and guidelines.
- SG5** To ensure good governance practices by providing a democratic and proactive accountable government and ensuring community participation through IGR structures.

Toplayer Service Delivery Budget Implementation Plan for 2023/2024

Nr	Directorate [R]	IDP Ref	National Outcome [R]	National KPA [R]	IDP Objective [R]	KPI Name [R]	Unit of Measurement	Ward [R]	Area [R]	KPI Owner [R]	Baseline	POE	Annual Target	Q1	Q2	Q3	Q4	2024/2025	2025/2026	2026/2027
1	Office of the Municipal Manager	Reg	A skilled and capable workforce to support inclusive growth	Municipal Transformation and Institutional Development	To ensure municipal transformation and institutional development by creating a staff structure that would adhere to the principles of employment equity and promote skills development (SG3)	People from employment equity target groups employed in the three highest levels of management in compliance with the approved Employment Equity Plan. (Reg)	Number of people employed in the three highest levels of management per annum	All	All	Municipal Manager	2	Appointment letter/Signed Service Contract	1	1						
2	Office of the Municipal Manager	Reg	A responsive, accountable, effective and efficient local government system	Municipal Financial Viability and Management	To attain and maintain financial viability and sustainability by executing accounting services in accordance with National policy and guidelines (SG4)	Percentage Capital budget actually spend on capital projects by 30 June (Reg)	% of capital budget actually spent on capital projects for the annum (Actual spent on capital projects/Total capital budget)	All	All	Municipal Manager	78.2%	Annual Financial Statements	80				80	80	80	
3	Office of the Municipal Manager	11.1.1	A responsive, accountable, effective and efficient local government system	Good Governance and Public Participation	To ensure good governances practices by providing a democratic and pro-active accountable government and ensuring community participation through IGR Structures (SG5)	Coordinate the functioning of the Audit & Performance Audit Committee during the financial year	Number of meetings held per annum	All	All	Municipal Manager	4	Minutes of the Audit and Performance Audit Committee meetings	4	1	1	1	1	4	4	4
4	Office of the Municipal Manager	11.1.1	A responsive, accountable, effective and efficient local government system	Good Governance and Public Participation	To ensure good governances practices by providing a democratic and pro-active accountable government and ensuring community participation through IGR Structures (SG5)	Develop a Risk-based Audit Plan for the next financial year and table to the Audit & Performance Audit Committee by 30 June	Risk-based audit plan developed and tabled	All	All	Municipal Manager	1	Minutes of the Audit and Performance Audit Committee meeting where RBAP was tabled	1				1	1	1	
5	Office of the Municipal Manager	11.1.1	A responsive, accountable, effective and efficient local government system	Good Governance and Public Participation	To ensure good governances practices by providing a democratic and pro-active accountable government and ensuring community participation through IGR Structures (SG5)	Execute audit projects in terms of the Risk Base Audit Plan (RBAP)	Number of audit projects executed per annum	All	All	Municipal Manager	33	Internal Audit Reports signed by action owner/Audit report e-mailed to action owners	16	4	4	4	4	16	16	16
6	Office of the Municipal Manager	11.1.2	A responsive, accountable, effective and efficient local government system	Good Governance and Public Participation	To ensure good governances practices by providing a democratic and pro-active accountable government and ensuring community participation through IGR Structures (SG5)	Facilitate IDP Awareness initiatives in the district	Number of IDP awareness initiatives facilitated per annum	All	All	Municipal Manager	2	Attendance registers	2		1		1	2	2	2

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7	Office of the Municipal Manager	11.1.2	A responsive, accountable, effective and efficient local government system	Good Governance and Public Participation	To ensure good governances practices by providing a democratic and pro-active accountable government and ensuring community participation through IGR Structures (SG5)	Facilitate District IGR (IDP Managers & PPComm) engagement with Local Municipalities	Number of engagements facilitated per annum	All	All	Municipal Manager	9	Attendance register	8	2	2	2	2	8	8	8
8	Office of the Municipal Manager	11.1.2	A responsive, accountable, effective and efficient local government system	Good Governance and Public Participation	To ensure good governances practices by providing a democratic and pro-active accountable government and ensuring community participation through IGR Structures (SG5)	Publishing of bi-annual External Newsletter to stakeholders	Number of External Newsletters published per annum	All	All	Municipal Manager	2	E-mail where Newsletters were distributed	2		1		1	2	2	2
9	Office of the Municipal Manager	11.1.3	A responsive, accountable, effective and efficient local government system	Good Governance and Public Participation	To ensure good governances practices by providing a democratic and pro-active accountable government and ensuring community participation through IGR Structures (SG5)	Prepare Top Layer Service Delivery budget implementation plan for approval by the Mayor within 28 days after the adoption of the Budget	Top Layer SDBIP Submitted to the Mayor for approval	All	All	Municipal Manager	1	Approved Top Layer SDBIP	1				1	1	1	1
10	Office of the Municipal Manager	11.1.3	A responsive, accountable, effective and efficient local government system	Good Governance and Public Participation	To ensure good governances practices by providing a democratic and pro-active accountable government and ensuring community participation through IGR Structures (SG5)	Review annually the TL SDBIP to inform Council should a revised TL SDBIP be necessary and table the report to Council	Report (Sec 72) tabled to Council by January	All	All	Municipal Manager	1	Minutes of Council meeting where Sec. 72 (Mid-year report) was tabled	1			1		1	1	1
11	Office of the Municipal Manager	11.1.3	A responsive, accountable, effective and efficient local government system	Good Governance and Public Participation	To ensure good governances practices by providing a democratic and pro-active accountable government and ensuring community participation through IGR Structures (SG5)	Compilation and submission of Draft Annual Performance Report to the AG by 31 August	Annual Performance Report submitted	All	All	Municipal Manager	1	Confirmation of submission	1	1				1	1	1
12	Corporate Services	11.2.1	A skilled and capable workforce to support inclusive growth	Municipal Transformation and Institutional Development	To ensure municipal transformation and institutional development by creating a staff structure that would adhere to the principles of employment equity and promote skills development (SG3)	Percentage of Municipal budget to be spent on the implementation of the Workplace Skills Plan by 30 June (Reg)	% of Municipal Budget spent per annum on the WSP (Actual spent on Training/Total Budget)	All	All	Director: Corporate Services	0.29%	Project Report on Financial System and approved Budget	0.35							

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13	Corporate Services	11.2.1	An efficient, effective and development oriented public service and an empowered, fair and inclusive citizenship	Municipal Transformation and Institutional Development	To ensure municipal transformation and institutional development by creating a staff structure that would adhere to the principles of employment equity and promote skills development (SG3)	Report Municipal Staff Regulation Implementation Plan progress quarterly to Corporate Portfolio Committee	Number of progress reports submitted per annum	All	All	Director: Corporate Services	1	Minutes of Portfolio meeting where reports were tabled	4	1	1	1	1			
14	Corporate Services	11.2.1	An efficient, effective and development oriented public service and an empowered, fair and inclusive citizenship	Municipal Transformation and Institutional Development	To ensure municipal transformation and institutional development by creating a staff structure that would adhere to the principles of employment equity and promote skills development (SG3)	Quarterly implementation of HR Roadmap to keep staff informed of HR policies and processes	Number of staff engagements held per annum	All	All	Director: Corporate Services	New	Attendance register	4	1	1	1	1	4	4	4
15	Corporate Services	11.2.1	An efficient, effective and development oriented public service and an empowered, fair and inclusive citizenship	Municipal Transformation and Institutional Development	To ensure municipal transformation and institutional development by creating a staff structure that would adhere to the principles of employment equity and promote skills development (SG3)	Arrange Bi-annual sexual harassment staff awareness campaigns.	Number of awareness campaigns arranged per annum	All	All	Director: Corporate Services	New	Attendance registers	2		1		1			
16	Corporate Services	Reg	Decent employment through inclusive economic growth	Local Economic Development	To promote regional economic development by supporting initiatives in the district for the development of a sustainable district economy (SG2)	Create temporary work opportunities through the municipality's EPWP programme by 30 June	Number of temporary EPWP work opportunities created per annum	All	All	Director: Corporate Services	251	EPWP Report at year-end	131				131			
17	Corporate Services	11.2.2	A responsive, accountable, effective and efficient local government system	Good Governance and Public Participation	To ensure good governance practices by providing a democratic and pro-active accountable government and ensuring community participation through IGR Structures (SG5)	Coordinate quarterly Ordinary Council Meetings	Number of Ordinary Council meetings coordinated per annum	All	All	Director: Corporate Services	4	Minutes of Council meetings	4	1	1	1	1	4	4	4
18	Corporate Services	11.2.2	A responsive, accountable, effective and efficient local government system	Good Governance and Public Participation	To ensure good governance practices by providing a democratic and pro-active accountable government and ensuring community participation through IGR Structures (SG5)	Review Records Management Policy and table to Council by December	Reviewed policy tabled to Council	All	All	Director: Community Services	1	Minutes of Council meetings where policy were tabled	1		1			1	1	1

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19	Corporate Services	11.2.2	A responsive, accountable, effective and efficient local government system	Good Governance and Public Participation	To ensure good governance practices by providing a democratic and pro-active accountable government and ensuring community participation through IGR Structures (SG5)	Table quarterly progress report on Electronic Document Management System to Corporate Services Portfolio Committee.	Number of progress reports tabled per annum	All	All	Director: Corporate Services	New	Minutes of Portfolio meeting where reports were tabled	4	1	1	1	1			
20	Corporate Services	11.2.2	A responsive, accountable, effective and efficient local government system	Good Governance and Public Participation	To ensure good governance practices by providing a democratic and pro-active accountable government and ensuring community participation through IGR Structures (SG5)	Table bi-annual progress report on remedial actions from WC Archives & Record Services to Portfolio Committee.	Number of progress reports tabled per annum	All	All	Director: Community Services	2	Minutes of Portfolio meeting where reports were tabled	2		1		1			
21	Corporate Services	11.2.3	An efficient, effective and development oriented public service and an empowered, fair and inclusive citizenship	Good Governance and Public Participation	To ensure good governance practices by providing a democratic and pro-active accountable government and ensuring community participation through IGR Structures	Table quarterly progress report on ICT Remediation Plan to Corporate Services Portfolio Committee.	Number of progress reports tabled per annum	All	All	Director: Community Services	2	Minutes of Portfolio meeting where reports were tabled	4	1	1	1	1	4	4	4
22	Corporate Services	11.2.3	An effective, competitive and responsive economic infrastructure network	Good Governance and Public Participation	To ensure good governance practices by providing a democratic and pro-active accountable government and ensuring community participation through IGR Structures (SG5)	Review ICT Steering Committee Terms of Reference and table to Council by March each year.	Revised TOR tabled to Council	All	All	Director: Corporate Services	TOR	Council minutes where TOR were tabled	1			1		1	1	1
23	Corporate Services	11.2.3	An efficient, effective and development oriented public service and an empowered, fair and inclusive citizenship	Basic Service Delivery	To ensure good governance practices by providing a democratic and pro-active accountable government and ensuring community participation through IGR Structures (SG5)	Table quarterly activity report on Building Management and Support Services to Corporate Portfolio Committee.	Number of activity reports tabled per annum	All	All	Director: Corporate Services	2	Minutes of Portfolio meeting where reports were tabled	4	1	1	1	1	4	4	4
24	Corporate Services	11.2.3	An efficient, effective and development oriented public service and an empowered, fair and inclusive citizenship	Municipal Financial Viability and Management	To attain and maintain financial viability and sustainability by executing accounting services in accordance with National policy and guidelines (SG4)	Table quarterly Pool Fleet Management Meeting Minutes to Corporate Services Portfolio Committee.	Number of minutes tabled per annum	All	All	Director: Corporate Services	New	Minutes of Portfolio meeting where reports were tabled	4	1	1	1	1	4	4	4
25	Finance	11.3.1	A responsive, accountable, effective and efficient local government system	Municipal Financial Viability and Management	To attain and maintain financial viability and sustainability by executing accounting services in accordance with National policy and guidelines (SG4)	Measured financial viability in terms of the municipality's ability to meet its service debt obligations by 30 June (Debt coverage) (Reg)	The number of times the municipality was able to meet its Debt obligation ((Total operating revenue received - operating grants)/debt service payments))	All	All	Chief Financial Officer	7.6	Annual Financial Statements	7				7			

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26	Finance	11.3.1	A responsive, accountable, effective and efficient local government system	Municipal Financial Viability and Management	To attain and maintain financial viability and sustainability by executing accounting services in accordance with National policy and guidelines (SG4)	Measured financial viability in terms of the available cash to cover fixed operating expenditure by 30 June (Cost coverage) (Reg)	Number of months cash were available to cover fixed operating expenditure ((All available cash at a particular time + investments)/monthly fixed operating expenditure)	All	All	Chief Financial Officer	2.25	Annual Financial Statements	2					2	2	2	
27	Finance	11.3.1	A responsive, accountable, effective and efficient local government system	Municipal Financial Viability and Management	To attain and maintain financial viability and sustainability by executing accounting services in accordance with National policy and guidelines (SG4)	Measured financial viability in terms of percentage outstanding service debtors by 30 June (Service Debtors) (Reg)	% Outstanding service debtors per annum (Total outstanding service debtors/annual revenue received for services)	All	All	Chief Financial Officer	14.10%	Annual Financial Statements	15					15	20	20	20
28	Finance	11.3.3	A responsive, accountable, effective and efficient local government system	Municipal Financial Viability and Management	To attain and maintain financial viability and sustainability by executing accounting services in accordance with National policy and guidelines (SG4)	Report bi-annually to Council on the performance of service providers for quotations and tenders above R30000	Number of reports submitted to Council per annum	All	All	Chief Financial Officer	2	Minutes of Council meeting where reports were tabled	2		1			1	2	2	2
29	Finance	11.3.3	An efficient, effective and development oriented public service and an empowered, fair and inclusive citizenship	Local Economic Development	To promote regional economic development by supporting initiatives in the district for the development of a sustainable district economy (SG2)	Invite service providers to register on the suppliers database by 30 June	Invitation placed on ODM website and in external media	All	All	Chief Financial Officer	1	Print screen of advertisement on ODM Web and media	1					1	1	1	1
30	Community Services	11.4.1	A long and healthy life for all South Africans	Basic Service Delivery	To ensure the well-being of all in the Overberg through the provision of efficient basic services and infrastructure (SG1)	Take domestic drinking water samples in towns and communities to monitor water quality (SAN 241 as amended)	Number of samples taken per annum	All	All	Director: Community Services	433	Laboratory results/ submission forms	672	168	168	168	168	672	672	972	
31	Community Services	11.4.1	A long and healthy life for all South Africans	Basic Service Delivery	To ensure the well-being of all in the Overberg through the provision of efficient basic services and infrastructure (SG1)	Take food samples to monitor the quality of Food ito the FCD Act and legislative requirements	Number of samples taken per annum	All	All	Director: Community Services	444	Laboratory results/ submission forms	400	100	100	100	100	400	400	400	
32	Community Services	11.4.1	A long and healthy life for all South Africans	Basic Service Delivery	To ensure the well-being of all in the Overberg through the provision of efficient basic services and infrastructure (SG1)	Take water sample at Sewerage Final Outflow to monitor water quality (National Water Act: General Standards)	Number of samples taken per annum	All	All	Director: Community Services	162	Laboratory results/submission forms	180	45	45	45	45	180	180	180	
33	Community Services	11.4.2	Environmental assets and natural resources that are well protected and continually enhanced	Basic Service Delivery	To ensure the well-being of all in the Overberg through the provision of efficient basic services and infrastructure (SG1)	Report quarterly to the Community Services Portfolio Committee on the activities of the Municipal Coastal Committee	Number of reports submitted per annum	All	All	Director: Community Services	4	Minutes of Community Services Portfolio meeting where reports were tabled	4	1	1	1	1	4	4	4	

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34	Community Services	11.4.2	Environmental assets and natural resources that are well protected and continually enhanced	Basic Service Delivery	To ensure the well-being of all in the Overberg through the provision of efficient basic services and infrastructure (SG1)	Report annually to the Community Services Portfolio Committee on the outcome of Karwyderskraal Landfill site adherence to the permit conditions	Report submitted to the Community Portfolio Committee per annum	All	All	Director: Community Services	1	Minutes of Community Services Portfolio meeting where report was tabled	1						1	1	1
35	Community Services	11.4.2	Environmental assets and natural resources that are well protected and continually enhanced	Basic Service Delivery	To ensure the well-being of all in the Overberg through the provision of efficient basic services and infrastructure (SG1)	Report quarterly to the Community Services Portfolio Committee on the activities of the Regional Waste Forum	Number of reports submitted per annum	All	All	Director: Community Services	4	Minutes of Community Services Portfolio meeting where reports were tabled	4	1	1	1	1		4	4	4
36	Community Services	11.4.2	Environmental assets and natural resources that are well protected and continually enhanced	Basic Service Delivery	To ensure the well-being of all in the Overberg through the provision of efficient basic services and infrastructure (SG1)	Report quarterly to the Community Services Portfolio Committee on the activities of the Municipal Climate Change & Biodiversity Forum	Number of reports submitted per annum	All	All	Director: Community Services	3	Minutes of Community Services Portfolio meeting where reports were tabled	4	1	1	1	1		4	4	4
37	Community Services	11.4.3	All people in south Africa protected and feel safe	Basic Service Delivery	To ensure the well-being of all in the Overberg through the provision of efficient basic services and infrastructure (SG1)	Table the revised Disaster Risk Management Plan to Council by June	Revised Disaster Risk Management plan tabled to Council	All	All	Director: Community Services	1	Minutes of Council where plan was tabled	1				1		1	1	1
38	Community Services	11.4.3	All people in south Africa protected and feel safe	Basic Service Delivery	To ensure the well-being of all in the Overberg through the provision of efficient basic services and infrastructure (SG1)	Table to Council the revised Disaster Management Framework by June	Revised Disaster Management Framework tabled to Council	All	All	Director: Community Services	1	Minutes of Council meeting where Framework was tabled	1				1		1	1	1
39	Community Services	11.4.3	All people in south Africa protected and feel safe	Basic Service Delivery	To ensure the well-being of all in the Overberg through the provision of efficient basic services and infrastructure (SG1)	Present annually the revised winter readiness plan to the Community Services Portfolio Committee	Number of revised Winter readiness plans submitted per annum	All	All	Director: Community Services	1	Minutes of Community Services Portfolio meeting where plan was tabled	1			1			1	1	1
40	Community Services	11.4.3	All people in south Africa protected and feel safe	Basic Service Delivery	To ensure the well-being of all in the Overberg through the provision of efficient basic services and infrastructure (SG1)	Present annually the revised Festive and Fire Season Readiness Plan to DCFTech	Number of revised Festive and Fire Season readiness plan presented per annum	All	All	Director: Community Services	1	Minutes of DCFTech meeting where plan was presented	1		1				1	1	1
41	Community Services	11.4.3	All people in south Africa protected and feel safe	Basic Service Delivery	To ensure the well-being of all in the Overberg through the provision of efficient basic services and infrastructure (SG1)	Rollout formal Training programmes by fire services training centre	Number of formal fire training programmes rolled out by fire training centre per annum	All	All	Director: Community Services	New	Certificates	2		1						1
42	Community Services	11.4.4	An effective, competitive and responsive economic infrastructure network	Basic Service Delivery	To ensure the well-being of all in the Overberg through the provision of efficient basic services and infrastructure (SG1)	Upgrade roads to permanent surface (MR276 - 2.28km) (DR 1206 - 3.40km)	Number of kilometres road upgraded per annum	All	All	Director: Community Services	1.34km	Completion Certificate	5.68			2.28	3.40				

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43	Community Services	11.4.4	An effective, competitive and responsive economic infrastructure network	Basic Service Delivery	To ensure the well-being of all in the Overberg through the provision of efficient basic services and infrastructure	Kilometres of gravel roads to be regravelled	Number of kilometres road regravelled per annum	All	All	Director: Community Services	48.18km	Monthly summary of Km's re-gravelled against planned (graphs)	52.20	15	11.20	11	15			
44	Community Services	11.4.4	An effective, competitive and responsive economic infrastructure network	Basic Service Delivery	To ensure the well-being of all in the Overberg through the provision of efficient basic services and infrastructure	Kilometres of gravel roads to be bladed	Number of kilometres roads bladed per annum	All	All	Director: Community Services	7677.90km	Monthly IMM's report	6500	1850	1550	1300	1800	6500	6500	6500
45	Community Services	11.4.4	An effective, competitive and responsive economic infrastructure network	Basic Service Delivery	To ensure the well-being of all in the Overberg through the provision of efficient basic services and infrastructure	Submit annually the Business Plan for Provincial Roads budget allocation to Department of Infrastructure by 31 March	Annual Business Plan submitted	All	All	Director: Community Services	1	Confirmation of submission of Business Plan	1			1		1	1	1
46	Community Services	11.4.5	Decent employment through inclusive economic growth	Local Economic Development	To promote regional economic development by supporting initiatives in the district for the development of a sustainable district economy (SG2)	Report quarterly to the Community Portfolio committee on the progress of planned deliverables in RED & Tourism Strategy	Number of progress reports tabled per annum	All	All	Director: Community Services	4	Minutes of the portfolio committee meeting where reports were tabled	4	1	1	1	1	4	4	4
47	Community Services	11.4.6	Create a better South Africa and contribute to a better and safer Africa and World	Local Economic Development	To promote regional economic development by supporting initiatives in the district for the development of a sustainable district economy (SG2)	Report quarterly on the progress in respect of social development Implementation Plan to the Community Services Portfolio Committee	Number of progress reports tabled per annum	All	All	Director: Community Services	2	Minutes of the portfolio committee meeting where reports were tabled	4	1	1	1	1	2	2	2

Capital projects for the 2023/2024 financial year

Vote Number	Project name [R]	Project Description	Funding source [R]	Planned Start Date [R]	Planned Completion Date [R]	Ward [R]	Area [R]	July 2023	August 2023	September 2023	October 2023	November 2023	December 2023	January 2024	February 2024	March 2024	April 2024	May 2024	June 2024	Total	2023/2024	2024/2025	2025/2026
Vote 5	DC3_Rescue Equipment	Acquire necessary rescue equipment for rendering services	1	01/07/2023	30/06/2024	All	all					50000						50000		R100 000.00	R 100 000.00	R 50 000.00	R 75 000.00
Vote 5	DC3_Vehicle upgrade/refurbishment	Upgrade/Refurbish Fire truck	1	01/07/2023	30/06/2024	All	all				300000									R300 000.00	R 300 000.00	R 250 000.00	R -
Vote 5	DC3_Capital Vehicle Replacement	Replace redundant vehicles and add additions to fleet	1	01/07/2023	30/06/2024	All	all							2200000						R2 200 000.00	R 2 200 000.00	R -	R 2 200 000.00
Vote 5	DC3_Bunker Clothing	Purchase Protective clothing for Fire Fighters	1	01/07/2023	30/06/2024	All	all					900000								R900 000.00	R 900 000.00	R -	R -
Vote 5	DC3_Capacity Assets	Purchase Hazmat equipment	1	01/07/2023	30/06/2024	All	all			50000	50000	100000		100000		50000	50000	100000		R500 000.00	R 500 000.00	R 500 000.00	R 500 000.00
Vote 5	DC3_Furniture and Office Equipment	Purchase Furniture and Fittings	1	01/07/2023	30/06/2024	All	all		6000											R6 000.00	R 6 000.00	R 6 200.00	R 6 300.00
Vote 5	DC3_Furniture and fittings	Purchase Furniture and Fittings	1	01/07/2023	30/06/2024	All	all			50000		50000			50000		50000			R200 000.00	R 200 000.00	R -	R -
Vote 5	DC3_Property Upgrade	Upgrade Bungalows and amenities at resort	1	01/07/2023	30/06/2024	All	all		50000	50000	50000	50000	50000	50000	50000	50000	50000	50000		R500 000.00	R 500 000.00	R -	R -
Vote 5	DC3_Ablution Gas Upgrade	Gas Conversion ablution blocks	1	01/07/2023	30/06/2024	All	all						220000							R220 000.00	R 220 000.00	R 240 000.00	R 250 000.00
Vote 5	Furniture and office Equipment	Purchase Office Furniture and Fittings	1	01/07/2023	30/06/2024	All	all			10000		10000		10000						R30 000.00	R 30 000.00	R 10 000.00	R 20 000.00
Vote 5	Furniture and office Equipment	Purchase mobile Aircons	1	01/07/2023	30/06/2024	All	all				10000									R10 000.00	R 10 000.00	R 5 000.00	R 10 000.00
vote 4	Furniture and Office Equipment	Purchases office equipment - chairs	1	01/07/2023	30/06/2024	All	all						5000			5000				R10 000.00	R 10 000.00	R 15 000.00	R 10 000.00
vote 4	Furniture and Office Equipment (SCM)	Purchases office equipment - chairs	1	01/07/2023	30/06/2024	All	all				5000			5000						R10 000.00	R 10 000.00		
Vote 3	DC3_Fencing - Head Office	Erecting of perimeter fence and access gates	1	01/07/2023	30/06/2024	All	all			100000		100000			120000					R320 000.00	R 320 000.00	R 400 000.00	
Vote 3	Furniture and Office Equipment	Purchase Office Furniture and Fittings	1	01/07/2023	30/06/2024	All	all				20000					20000				R40 000.00	R 40 000.00	R 30 000.00	R 40 000.00
Vote 3	DC3_Aircons	Installation and replacement of aircons	1	01/07/2023	30/06/2024	All	all					100000					50000			R150 000.00	R 150 000.00	R 50 000.00	R 50 000.00
Vote 3	DC3_Replacement of old and broken Computer Equipment	Replace redundant computers and acquisition for new staff	1	01/07/2023	30/06/2024	All	all			200000							60000			R260 000.00	R 260 000.00	R 100 000.00	R 100 000.00
Vote 3	DC3_Security ICT	Purchase of ICT Security equipment	1	01/07/2023	30/06/2024	All	all					340000				190000				R530 000.00	R 530 000.00	R -	R -
Vote 3	DC3_Equipment	Purchase of ICT equipment	1	01/07/2023	30/06/2024	All	all				2000				2000					R4 000.00	R 4 000.00		
Vote 3	DC3_Furniture and Office equipment	Purchase Office Furniture and Fittings	1	01/07/2023	30/06/2024	All	all						15000				20000			R35 000.00	R 35 000.00	R -	R 40 000.00
Vote 1	DC3_Awareness Equipment	Purchase Awareness Equipment (Banners, Gazebo's etc.)	1	01/07/2023	30/06/2024	All	all					30000								R30 000.00	R 30 000.00	R 20 000.00	R -

Monthly Projection of expenditure and revenue for the 2023/2024 financial year

Sub-Directorate [R]	Vote Number	July			August			September			October			November			December		
		Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.
Executive	Vote 1		172178		500000	172178	0		172178	0		172178	0		172178	0		172178	0
Executive support	Vote 1		64367			64367			64367			64367			64367			64367	
1.3 - Internal Audit	Vote 1		165330			165330			165330			165330			165330			165330	
1.4 - Council Expenditure	Vote 1	1230797	659396		1230797	659396		1230797	659396		1230797	659396		1230797	659396		1230797	659396	
1.5 - IDP & Communication	Vote 1		135046			135046			135046			135046			135046			135046	
1.6 - Performance & Risk Management	Vote 1		124269			124269			124269			124269			124269			124269	
1.7 - Donations	Vote 1		0			0			0			0			0			0	
1.8 - Management Support	Vote 1		0			0			0			0			0			0	
1.9 - Shared Services	Vote 1		0			0			0			0			0			0	
3.1 - Executive	Vote3		110376			110376			110376			110376			110376			110376	
3.2 - Corporate Support	Vote3		370154			370154			370154	100000		370154	20000		370154	200000		370154	
3.3 - Human Resources	Vote3		387907			387907			387907			387907			387907			387907	
3.4 - Committee, Records & Councillor Support	Vote3		317202			317202			317202	0		317202			317202	30000		317202	15000
3.5 - Information Services	Vote3		271408			271408			271408	200000		271408	2000		271408	340000		271408	0
4.1 - Executive	Vote 4		108795			108795			108795			108795			108795			108795	
4.2 - Financial Support	Vote 4		35157			35157			35157			35157			35157			35157	
4.3 - Financial Services	Vote 4	30000000	1814556			1814556		5000000	1814556		15000000	1814556			1814556	0	40000000	1814556	5000
Revenue	Vote 4	1500	1667		1500	1667		1500	1667		1500	1667		1500	1667		1500	1667	
4.5 - Expenditure	Vote 4		253952			253952			253952			253952			253952			253952	
4.6 - Supply Chain Management	Vote 4		302256			302256			302256			302256	5000		302256			302256	
5.1 - Executive	Vote 5		118096			118096			118096			118096			118096			118096	
5.2 - Community Services Support	Vote 5		62753			62753			62753			62753			62753			62753	
5.3 - Municipal Health	Vote 5	100000	1548109		100000	1548109		100000	1548109	10000	100000	1548109	10000	100000	1548109	10000	30000	1548109	
5.5 - Environmental Management	Vote 5		283498			283498	6000		283498	0		283498			283498	0		283498	
5.6 - Solid Waste	Vote 5	1000000	830577		1000000	830577		1000000	830577		1100000	830577		800000	830577		0	830577	0
5.7 - Emergency Services	Vote 5	100000	3305910		100000	3305910		100000	3305910	50000	100000	3305910	350000	100000	3305910	1050000	0	3305910	0
5.8 - LED, Tourism, Resorts	Vote 5	1200000	1426672		1000000	1426672	50000	1500000	1426672	100000	2000000	1426672	50000	2000000	1426672	100000	0	1426672	270000
5.9 - Roads	Vote 5	10197917	10197917		10197917	10197917		10197917	10197917		10197917	10197917		10197917	10197917		10197917	10197917	

Monthly Projection of expenditure and revenue for the 2023/2024 financial year

January			February			March			April			May			June			TOTAL		
Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.	Revenue	Operational Exp.	Capital Exp.
0	172178	0	0	172178	0		172178	0		172178	0		172178	0		172178	0	500 000	2 066 131	0
	64367			64367			64367			64367			64367			64367		0	772 399	0
	165330			165330			165330			165330			165330			165330		0	1 983 954	0
1230797	659396		1230797	659396		1230797	659396		1230797	659396		1230797	659396		1230797	659396		14 769 565	7 912 757	0
	135046			135046			135046			135046			135046			135046		0	1 620 557	0
	124269			124269			124269			124269			124269			124269		0	1 491 229	0
	0			0			0			0			0			0		0	0	0
	0			0			0			0			0			0		0	0	0
	0			0			0			0			0			0		0	0	0
	110376			110376			110376			110376			110376			110376		0	1 324 513	0
	370154			370154	120000		370154	20000		370154	50000		370154		25200	370154		25 200	4 441 848	510000
	387907			387907			387907			387907			387907			387907		0	4 654 889	0
	317202			317202			317202			317202	20000		317202			317202		0	3 806 418	65000
	271408			271408	2000		271408	250000		271408	0		271408			271408		0	3 256 900	794000
	108795			108795			108795			108795			108795			108795		0	1 305 541	0
	35157			35157			35157			35157			35157			35157		0	421 883	0
2000000	1814556			1814556		690000	1814556		2526127	1814556	5000		1814556	0	181800	1814556		95 397 927	21 774 666	10000
1500	1667		1500	1667		1500	1667		10000	1667		4500	1667		2000	1667		30 000	20000	0
	253952			253952			253952			253952			253952			253952		0	3 047 418	0
	302256			302256			302256	5000		302256			302256			302256		0	3 627 071	10000
	118096			118096			118096			118096			118096			118096		0	1 417 156	0
	62753			62753			62753			62753			62753			62753		0	753 039	0
150000	1548109	10000	100000	1548109		20000	1548109		20000	1548109		100000	1548109		100000	1548109		1 020 000	18 577 313	40000
114000	283498			283498			283498			283498		10000	283498			283498		124 000	3 401 974	6000
1000000	830577		1000000	830577	0	800000	830577	0	3000000	830577		1400000	830577	0	1200000	830577		14300000	9 966 919	0
2000000	3305910	2300000	100000	3305910	0	100000	3305910	50000	460000	3305910	50000	100000	3305910	150000	1948046	3305910		5 308 046	39 670 924	4000000
1500000	1426672	50000	1070000	1426672	100000	1500000	1426672	50000	2000000	1426672	100000	3000000	1426672	50000	1859500	1426672		20 129 500	17 120 061	920000
10197917	10197917		10197917	10197917		10197917	10197917		10197917	10197917		10197917	10197917		10197914	10197917		122 375 000	122 375 000	0

Revenue by Source for the 2023/2024 financial year

Nr	Line Item (200 chars)	July	August	September	October	November	December	January	February	March	April	May	June	Total
Exchange Revenue														
1	Service charges - Electricity	17	17	17	17	17	17	17	17	17	17	17	17	200 000
2	Service charges - Water	-	-	-	-	-	-	-	-	-	-	-	-	-
3	Service charges - Waste Water Management	50	50	50	50	50	50	50	50	50	50	50	50	600 000
4	Service charges - Waste Management	1 250	1 250	1 250	1 250	1 250	1 250	1 250	1 250	1 250	1 250	1 250	1 250	15 000 000
5	Sale of Goods and Rendering of Services	769	769	769	769	769	769	769	769	769	769	769	769	9 223 046
6	Agency services	1 064	1 064	1 064	1 064	1 064	1 064	1 064	1 064	1 064	1 064	1 064	1 064	12 769 565
7	Interest	-	-	-	-	-	-	-	-	-	-	-	-	-
8	Interest earned from Receivables	4	4	4	4	4	4	4	4	4	4	4	4	50 000
9	Interest earned from Current and Non Current Assets	333	333	333	333	333	333	333	333	333	333	333	333	4 000 000
10	Dividends	-	-	-	-	-	-	-	-	-	-	-	-	-
11	Rent on Land	-	-	-	-	-	-	-	-	-	-	-	-	-
12	Rental from Fixed Assets	1 152	1 152	1 152	1 152	1 152	1 152	1 152	1 152	1 152	1 152	1 152	1 152	13 825 000
13	Licence and permits	83	83	83	83	83	83	83	83	83	83	83	83	1 000 000
14	Operational Revenue	35	35	35	35	35	35	35	35	35	35	35	35	422 700
Non-Exchange Revenue														
15	Property rates	-	-	-	-	-	-	-	-	-	-	-	-	-
16	Surcharges and Taxes	-	-	-	-	-	-	-	-	-	-	-	-	-
17	Fines, penalties and forfeits	-	-	-	-	-	-	-	-	-	-	-	-	-
18	Licences or permits	-	-	-	-	-	-	-	-	-	-	-	-	-
19	Transfer and subsidies - Operational	17 866	17 866	17 866	17 866	17 866	17 866	17 866	17 866	17 866	17 866	17 866	17 866	214 388 927
20	Interest	-	-	-	-	-	-	-	-	-	-	-	-	-
21	Fuel Levy	-	-	-	-	-	-	-	-	-	-	-	-	-
22	Operational Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
23	Gains on disposal of Assets	167	167	167	167	167	167	167	167	167	167	167	167	2 000 000
24	Other Gains	-	-	-	-	-	-	-	-	-	-	-	-	-
25	Discontinued Operations	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue (excluding capital transfers and contributions)		22 790	22 790	22 790	22 790	22 790	22 790	22 790	22 790	22 790	22 790	22 790	22 790	273 479 238