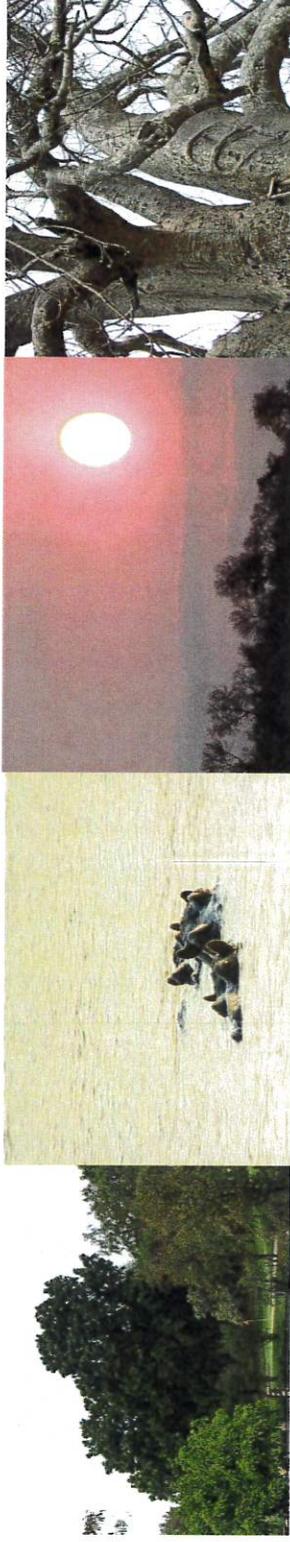


BA-PHALABORWA LOCAL MUNICIPALITY



REVIEWED SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) 2022-2023



"Provision of quality services for community well-being and tourism development"

The Home of Marula and Wildlife Tourism

Contents

| | |
|---|----|
| Introduction | 3 |
| Legislation | 3 |
| Methodology and Content | 4 |
| Strategic Intent | 5 |
| Monthly Projections of Revenue for each Source | 7 |
| Monthly Projections of Revenue and Expenditure by Vote: 1 st Quarter | 8 |
| Monthly Projections of Revenue and Expenditure by Vote: 2 nd Quarter | 9 |
| Monthly Projections of Revenue and Expenditure by Vote: 3 rd Quarter | 10 |
| Monthly Projections of Revenue and Expenditure by Vote: 4 th Quarter | 11 |
| Total Monthly projections of revenue and Expenditure by Vote for 2022/23 | 12 |
| KPA 1: Spatial Rationale | 13 |
| KPA 2: Basic Service Delivery | 15 |
| KPA 3: Municipal Financial Viability and Management | 19 |
| KPA 4: Local Economic Development | 23 |
| KPA 5: Transformation and Organisational Development | 25 |
| KPA 6: Good Governance and Public Administration | 29 |
| Capital Works Plan | 46 |
| SDBIP Approval | 48 |

1. Introduction

The development, implementation and monitoring of a Service Delivery and Budget Implementation Plan (SDBIP) is required by the Municipal Finance Management Act (MFMA). In terms of Circular 13 of National Treasury, “the SDBIP gives effect to the Integrated Development Plan (IDP) and budget of the municipality and will be possible if the IDP and budget are fully aligned with each other, as required by the MFMA.”

As the budget gives effect to the strategic priorities of the municipality it is important to supplement the budget and the IDP with a management and implementation plan. The SDBIP serves as the commitment by the Municipality, which includes the administration, council and community, whereby the intended objectives and projected achievements are expressed in order to ensure that desired Projections over the long term are achieved and these are implemented by the administration over the next twelve months.

The SDBIP provides the basis for measuring performance in service delivery against quarterly targets and implementing the budget based on monthly projections. Circular 13 further suggests that “the SDBIP provides the vital link between the mayor, council (executive) and the administration, and facilitates the process for holding management accountable for its performance. The SDBIP is a management, implementation and monitoring tool that will assist the mayor, councillors, municipal manager, senior managers and community.”

2. Legislation

The Municipal Finance Management Act (MFMA) defines a Service Delivery and Budget Implementation Plan (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 for 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

Section 53 of the MFMA stipulates that the Mayor should approve the adjusted SDBIP within 28 days after the approval of the adjusted budget. The Mayor must also ensure that the revenue and expenditure projections for each month and the service delivery targets and performance indicators as set out in the adjusted SDBIP are made public within 14 days after their approval.

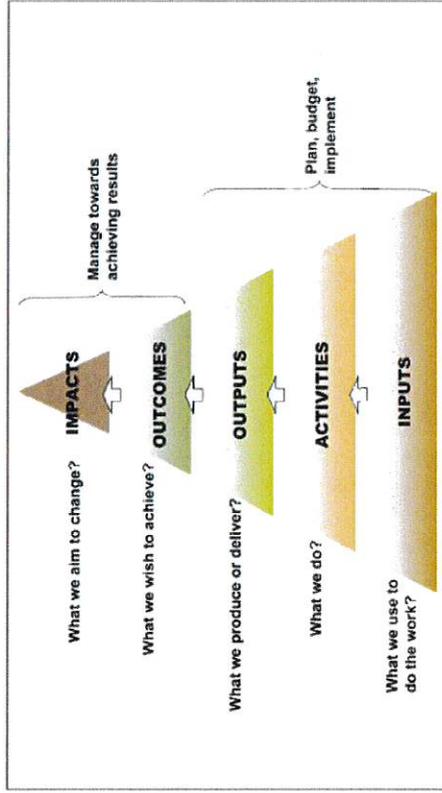
The following National Treasury prescriptions, in terms of MFMA Circular 13, are applicable to the Ba-Phalaborwa Local Municipality:

1. Monthly projections of revenue to be collected by source
2. Monthly projections of expenditure (operating and capital) and revenue for each vote¹ *
3. Quarterly projections of service delivery targets and performance indicators for each vote
4. Ward information for expenditure and service delivery
5. Detailed capital works plan broken down by ward over three years

3. Methodology and Content

The development of the SDBIP was influenced by the Priorities, Strategic Objectives, Programme Objectives and Strategies contained in the IDP ensuring progress towards the achievement thereof. The SDBIP of the Ba-Phalaborwa Local Municipality (BLM) is aligned to the Key Performance Areas (KPA) as prescribed by the Performance Management Guide for Municipalities of 2001, with the addition of Spatial Rationale as another KPA to be focused upon.

The methodology followed by BLM in the development of the SDBIP is in line with the Logic Model methodology proposed by National Treasury as contained in the Framework for Managing Programme Performance Information.



4. Strategic Intent

Vision:

“Provision of quality services for community well-being and tourism development

Mission:

“To provide quality infrastructure and affordable services, promote sustainable economic growth, financial viability, sound administration and accountable governance”

Values

- Efficiency and effectiveness;
- Accountability;
- Innovation and creativity;
- Professionalism and hospitality;
- Transparency and fairness;
- Continuous learning and
- Conversation conscious

Strategic objectives:

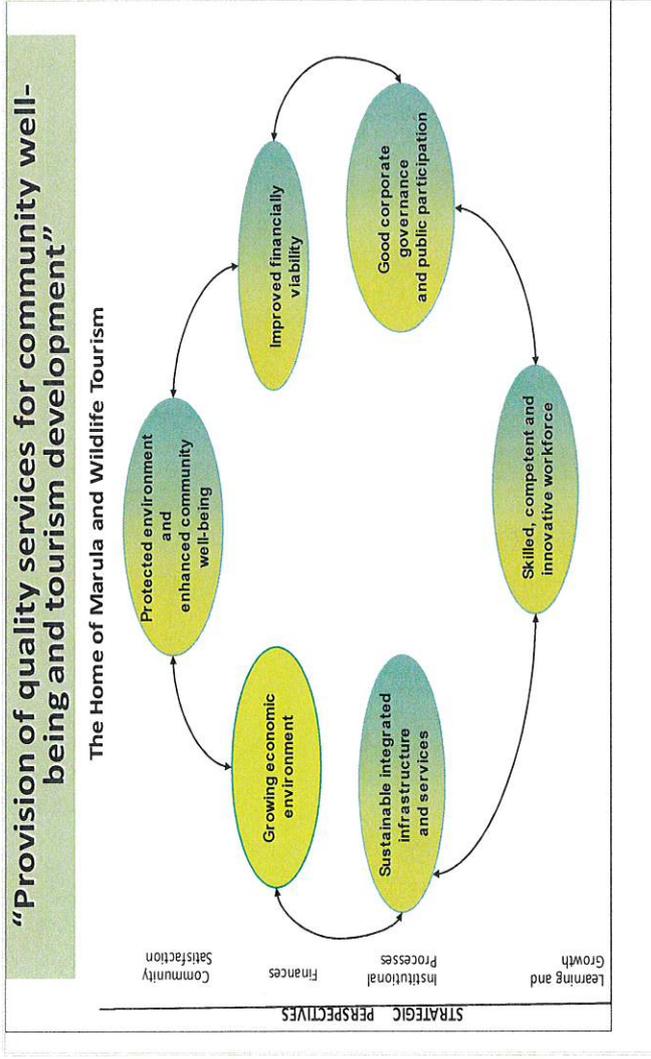
- Promotion of local economy
- Provision of sustainable integrated infrastructure land services
- Sustain the environment

- Improve financial viability
- Good corporate governance and public participation and
- Attract, develop and retain best human capital

Slogan:

“The home of Marula and wildlife tourism”

The strategic objectives are spread across the four perspectives as indicated through the strategic map below:



Monthly projections of revenue for each source

| Sources of Revenue | 2022 Monthly Projections | | | | | | | | | | | | 2023 Monthly Projections | | | | | | | | | | | | Total |
|---------------------------------------|--------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|--------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|---------|-------|
| | R'000 | | | | | | | | | | | | R'000 | | | | | | | | | | | | |
| | Jul. | Aug. | Sep. | Oct. | Nov. | Dec. | Jan. | Feb. | Mar. | Apr. | May | June | Jan. | Feb. | Mar. | Apr. | May | June | | | | | | | |
| Property Rates | 14 741 | 14 741 | 14 741 | 14 741 | 14 741 | 14 741 | 14 741 | 14 741 | 14 741 | 14 741 | 14 741 | 14 741 | 14 741 | 14 741 | 14 741 | 14 741 | 14 741 | 14 741 | 14 741 | 14 741 | 14 741 | 14 741 | 176 887 | | |
| Service charges – electricity | 12 712 | 12 712 | 12 712 | 12 712 | 12 712 | 12 712 | 12 712 | 12 712 | 12 712 | 12 712 | 12 712 | 12 712 | 12 712 | 12 712 | 12 712 | 12 712 | 12 712 | 12 712 | 12 712 | 12 712 | 12 712 | 12 712 | 12 712 | 152 547 | |
| Service Charges – Refuse | 1 644 | 1 644 | 1 644 | 1 644 | 1 644 | 1 644 | 1 644 | 1 644 | 1 644 | 1 644 | 1 644 | 1 644 | 1 644 | 1 644 | 1 644 | 1 644 | 1 644 | 1 644 | 1 644 | 1 644 | 1 644 | 1 644 | 1 644 | 19 726 | |
| Rental of Facilities and Equipment | 17 | 17 | 17 | 17 | 17 | 17 | 17 | 17 | 17 | 17 | 17 | 17 | 17 | 17 | 17 | 17 | 17 | 17 | 17 | 17 | 17 | 17 | 17 | 209 | |
| Interest on external Investments | 207 | 207 | 207 | 207 | 207 | 207 | 207 | 207 | 207 | 207 | 207 | 207 | 207 | 207 | 207 | 207 | 207 | 207 | 207 | 207 | 207 | 207 | 207 | 2 481 | |
| Interest Earned – Outstanding Debtors | 4 928 | 4 928 | 4 928 | 4 928 | 4 928 | 4 928 | 4 928 | 4 928 | 4 928 | 4 928 | 4 928 | 4 928 | 4 928 | 4 928 | 4 928 | 4 928 | 4 928 | 4 928 | 4 928 | 4 928 | 4 928 | 4 928 | 4 928 | 59 140 | |
| Dividends received | | | | | | | | | | | | | | | | | | | | | | | | | |
| Fines | 108 | 108 | 108 | 108 | 108 | 108 | 108 | 108 | 108 | 108 | 108 | 108 | 108 | 108 | 108 | 108 | 108 | 108 | 108 | 108 | 108 | 108 | 108 | 1 295 | |
| Licenses and Permits | 483 | 483 | 483 | 483 | 483 | 483 | 483 | 483 | 483 | 483 | 483 | 483 | 483 | 483 | 483 | 483 | 483 | 483 | 483 | 483 | 483 | 483 | 483 | 5 802 | |
| Agency services | 517 | 517 | 517 | 517 | 517 | 517 | 517 | 517 | 517 | 517 | 517 | 517 | 517 | 517 | 517 | 517 | 517 | 517 | 517 | 517 | 517 | 517 | 517 | 6 200 | |
| Transfers recognised - operational | 16 253 | 16 253 | 16 253 | 16 253 | 16 253 | 16 253 | 16 253 | 16 253 | 16 253 | 16 253 | 16 253 | 16 253 | 16 253 | 16 253 | 16 253 | 16 253 | 16 253 | 16 253 | 16 253 | 16 253 | 16 253 | 16 253 | 16 253 | 195 030 | |
| Transfers recognised - capital | 3 531 | 3 531 | 3 531 | 3 531 | 3 531 | 3 531 | 3 531 | 3 531 | 3 531 | 3 531 | 3 531 | 3 531 | 3 531 | 3 531 | 3 531 | 3 531 | 3 531 | 3 531 | 3 531 | 3 531 | 3 531 | 3 531 | 3 531 | 42 377 | |
| Other Revenue | 673 | 673 | 673 | 673 | 673 | 673 | 673 | 673 | 673 | 673 | 673 | 673 | 673 | 673 | 673 | 673 | 673 | 673 | 673 | 673 | 673 | 673 | 673 | 8 077 | |
| Total Revenue by Source | 55 814 | 55 814 | 55 814 | 55 814 | 55 814 | 55 814 | 55 814 | 55 814 | 55 814 | 55 814 | 55 814 | 55 814 | 55 814 | 55 814 | 55 814 | 55 814 | 55 814 | 55 814 | 55 814 | 55 814 | 55 814 | 55 814 | 450 684 | | |

Monthly Projections of Expenditure (Operating and Capital) and Revenue by Vote: First Quarter

| Expenditure and Revenue by Vote | July 2022 | | | August 2022 | | | September 2022 | | | | | |
|--------------------------------------|---------------|---------------|--------------|---------------|---------------|---------------|----------------|---------------|---------------|---------------|--------------|---------------|
| | R'000 | Opex | Capex | Rev | R'000 | Opex | Capex | Rev | R'000 | Opex | Capex | Rev |
| Executive and council | 3,737 | 3,737 | - | - | 3,737 | 3,737 | - | - | 3,737 | 3,737 | - | - |
| Budget & Treasury and Administration | 21,400 | 21,400 | 125 | 29,928 | 21,400 | 21,400 | 125 | 29,928 | 21,400 | 21,400 | 125 | 29,928 |
| Community and Social Services | 1,079 | 1,079 | 515 | 15 | 1,079 | 1,079 | 515 | 15 | 1,079 | 1,079 | 515 | 15 |
| Public Safety | 1,731 | 1,731 | - | 3,806 | 1,731 | 1,731 | - | 3,806 | 1,731 | 1,731 | - | 3,806 |
| Economic and Environmental Services | 1,827 | 1,827 | - | 24 | 1,827 | 1,827 | - | 24 | 1,827 | 1,827 | - | 24 |
| Road Transport | 4,578 | 4,578 | 2,350 | 3,227 | 4,578 | 4,578 | 2,350 | 3,227 | 4,578 | 4,578 | 2,350 | 3,227 |
| Electricity | 13,889 | 13,889 | 667 | 16,279 | 13,889 | 13,889 | 667 | 16,279 | 13,889 | 13,889 | 667 | 16,279 |
| Waste Management | 381 | 381 | 83 | 2,597 | 381 | 381 | 83 | 2,597 | 381 | 381 | 83 | 2,597 |
| Total by Vote | 52,253 | 52,253 | 3,740 | 55,845 | 52,253 | 52,253 | 3,740 | 55,845 | 52,253 | 52,253 | 3,740 | 55,845 |

Monthly Projections of Revenue and Expenditure by Vote: Second Quarter

| Expenditure and Revenue by Vote | October 2022 Outcome R'000 | | | November 2022 Outcome R'000 | | | December 2022 Outcome R'000 | | |
|--------------------------------------|----------------------------------|--------------|---------------|-----------------------------------|--------------|---------------|-----------------------------------|--------------|---------------|
| | Opex | Capex | Rev | Opex | Capex | Rev | Opex | Capex | Rev |
| | Executive and council | 3,737 | - | - | 3,737 | - | - | 3,737 | - |
| Budget & Treasury and Administration | 21,400 | 125 | 29,928 | 21,400 | 125 | 29,928 | 21,400 | 125 | 29,928 |
| Community and Social Services | 1,079 | 515 | 15 | 1,079 | 515 | 15 | 1,079 | 515 | 15 |
| Public Safety | 1,731 | - | 3,806 | 1,731 | - | 3,806 | 1,731 | - | 3,806 |
| Economic and Environmental | 1,827 | - | 24 | 1,827 | - | 24 | 1,827 | - | 24 |
| Road Transport | 4,578 | 2,350 | 3,227 | 4,578 | 2,350 | 3,227 | 4,578 | 2,350 | 3,227 |
| Electricity | 13,889 | 667 | 16,279 | 13,889 | 667 | 16,279 | 13,889 | 667 | 16,279 |
| Waste Management | 381 | 83 | 2,597 | 381 | 83 | 2,597 | 381 | 83 | 2,597 |
| Total by Vote | 52,253 | 3,740 | 55,845 | 52,253 | 3,740 | 55,845 | 52,253 | 3,740 | 55,845 |

Monthly Projections of Revenue and Expenditure by Vote: Third Quarter

| Expenditure and Revenue by Vote | January 2023 Projections R'000 | | | February 2023 Projections R'000 | | | March 2023 Projections R'000 | | |
|--------------------------------------|--------------------------------|--------------|---------------|---------------------------------|--------------|---------------|------------------------------|--------------|---------------|
| | Opex | Capex | Rev | Opex | Capex | Rev | Opex | Capex | Rev |
| Executive and council | 3,737 | - | - | 3,737 | - | - | 3,737 | - | - |
| Budget & Treasury and Administration | 21,400 | 125 | 29,928 | 21,400 | 125 | 29,928 | 21,400 | 125 | 29,928 |
| Community and Social Services | 1,079 | 515 | 15 | 1,079 | 515 | 15 | 1,079 | 515 | 15 |
| Public Safety | 1,731 | - | 3,806 | 1,731 | - | 3,806 | 1,731 | - | 3,806 |
| Economic and Environmental Services | 1,827 | - | 24 | 1,827 | - | 24 | 1,827 | - | 24 |
| Road Transport | 4,578 | 2,350 | 3,227 | 4,578 | 2,350 | 3,227 | 4,578 | 2,350 | 3,227 |
| Electricity | 13,889 | 667 | 16,279 | 13,889 | 667 | 16,279 | 13,889 | 667 | 16,279 |
| Waste Management | 381 | 83 | 2,597 | 381 | 83 | 2,597 | 381 | 83 | 2,597 |
| Total by Vote | 52,253 | 3,740 | 55,845 | 52,253 | 3,740 | 55,845 | 52,253 | 3,740 | 55,845 |

Monthly Projections of Revenue and Expenditure by Vote: Fourth Quarter

| Expenditure and Revenue by Vote | April 2023 Projections R'000 | | | | May 2023 Projections R'000 | | | | June 2023 Projections R'000 | | | |
|--------------------------------------|------------------------------|--------------|---------------|--|----------------------------|--------------|---------------|--|-----------------------------|--------------|---------------|--|
| | Opex | Capex | Rev | | Opex | Capex | Rev | | Opex | Capex | Rev | |
| Executive and council | 3,737 | - | - | | 3,737 | - | - | | 3,737 | - | - | |
| Budget & Treasury and Administration | 21,400 | 125 | 29,928 | | 21,400 | 125 | 29,928 | | 21,400 | 125 | 29,928 | |
| Community and Social Services | 1,079 | 515 | 15 | | 1,079 | 515 | 15 | | 1,079 | 515 | 15 | |
| Public Safety | 1,731 | - | 3,806 | | 1,731 | - | 3,806 | | 1,731 | - | 3,806 | |
| Economic and Environmental Services | 1,827 | - | 24 | | 1,827 | - | 24 | | 1,827 | - | 24 | |
| Road Transport | 4,578 | 2,350 | 3,227 | | 4,578 | 2,350 | 3,227 | | 4,578 | 2,350 | 3,227 | |
| Electricity | 13,889 | 667 | 16,279 | | 13,889 | 667 | 16,279 | | 13,889 | 667 | 16,279 | |
| Waste Management | 381 | 83 | 2,597 | | 381 | 83 | 2,597 | | 381 | 83 | 2,597 | |
| Total by Vote | 52,253 | 3,740 | 55,845 | | 52,253 | 3,740 | 55,845 | | 52,253 | 3,740 | 55,845 | |

Total Monthly Projections of Revenue and Expenditure by Vote for 2022/23

| Expenditure and Revenue by Vote | R'000 | 2022/23 Total Expenditure and Revenue by Vote | | |
|--|-------|---|---------------|----------------|
| | | Opex | Capex | Rev |
| Executive and Council | | 44,842 | - | - |
| Budget and Treasury and Administration | | 256,799 | 1,500 | 359,139 |
| Community and Social Services | | 12,952 | 6,177 | 180 |
| Public Safety | | 20,768 | - | 45,699 |
| Economic and Environmental Services | | 21,920 | - | 290 |
| Road Transport | | 54,931 | 28,200 | 38,726 |
| Electricity | | 166,669 | 8,000 | 195,352 |
| Waste Management | | 4,577 | 1,000 | 31,163 |
| Total by Vote | | 583,458 | 44,877 | 670,549 |

KPA 1: Spatial Rationale

KPA 1: Spatial Rationale

| PMS No. & Performance Area | Cluster | IDP Objective | Key Performance Indicator | Responsible Manager | Baseline (30/06/22) | Annual Target 30/06/23 | Budget | 2022/23 Quarterly Projections | | | | Evidence Required |
|-----------------------------|-------------------------------|-------------------------|--|---------------------------------------|----------------------------|------------------------|--------|--|---|---|---|---|
| | | | | | | | | 1 st Quarter (1 Jul – 30 Sept 22) | 2 nd Quarter (1 Oct – 31 Dec 22) | 3 rd Quarter (1 Jan – 31 Mar 23) | 4 th Quarter (1 Apr – 30 Jun 23) | |
| 1.1 Spatial Planning | | | | | | | | | | | | |
| 1.1.1 | Governance and Administration | Sustain the environment | Number of supplementary valuation roll reviewed by 30/06/2023 | Senior Manager Planning & Development | 1 | 1 | OPEX | n/a | n/a | n/a | 1 | Supplementary valuation roll and Council resolution |
| 1.1.2 | Governance and Administration | Sustain the environment | Turnaround time of land use applications submitted to Mopani Planning Tribunal by 30/06/2023 | Senior Manager Planning & Development | Within 90 days of received | Within 90 of received | OPEX | Within 90 of received | Within 90 of received | Within 90 of received | Within 90 of received | Submission register to Mopani Planning Tribunal |

KPA 2:

BASIC SERVICE DELIVERY

| KPA 2: SERVICE DELIVERY | | | | | | | | | | | | |
|----------------------------|--------------------------|--|--|-----------------------------------|---------------------|------------------------|--------|--|---|---|---|--|
| PMS No. & Performance Area | Cluster | IDP Objective | Key Performance Indicator | Responsible Manager | Baseline (30/06/22) | Annual Target 30/06/23 | Budget | 2022/23 Quarterly Projections | | | | Evidence Required |
| | | | | | | | | 1 st Quarter (1 Jul – 30 Sept 22) | 2 nd Quarter (1 Oct – 31 Dec 22) | 3 rd Quarter (1 Jan – 31 Mar 23) | 4 th Quarter (1 Apr – 30 Jun 23) | |
| 2.1 Electricity | | | | | | | | | | | | |
| 2.1.1 | Technical infrastructure | Provision of sustainable integrated infrastructure and service | % on reduction of electricity losses each quarter by 30/06/2023 | Senior Manager Technical Services | 4.2% | 4% | OPEX | 1% | 2% | 3% | 4% | BPM billing to consumers. Eskom bill and distribution loss |
| 2.1.2 | Technical infrastructure | Provision of sustainable integrated infrastructure and service | Expenditure on electricity capital funding spent per quarter by 30/06/2023 | Senior Manager Technical Services | R9 144 353,11 | R8 000 000,00 | INEG | R500 000.00 | R3 000 000.00 | R6 000 000.00 | R8 000 000.00 | Payment Certificates and Expenditure Reports |

| | | | | | | | | | | | | | |
|------------------------------------|--|---|---|-----------------------------------|----------------|----------------|-------|---|--------------------------------|--------------------------------|----------------|---|--|
| 2.1.3 | Technical infrastructure | Provision of sustainable integrated infrastructure and service | Number of HH with access to electricity in Municipal Licenced area (Phalaborwa Town) by 30/06/2023 | Senior Manager Technical Services | 5274 | 4167 | OPEX | 4167 | 4167 | 4167 | 4167 | 4167 | Household list on conventional and pre-paid. |
| 2.1.4 | Technical infrastructure | Provision of sustainable integrated infrastructure and service | Number of indigent HH receiving free basic electricity by 30/06/2023 | Chief Financial Officer | 506 | 333 | OPEX | 333 | 333 | 333 | 333 | 333 | Indigent Register Proof of payment to ESKOM |
| 2.2 Roads & Storm Water | | | | | | | | | | | | | |
| 2.2.1 | Technical infrastructure | Provision of sustainable integrated infrastructure and services | Number of kilometres of gravel roads upgraded to tar by 30/06/2023 (Benfarm Upgrading of street 1km) | Senior Manager Technical Services | 6,863km | 1Km | CAPEX | Advertisement, Appointment and Site establishment | Construction and Site Meetings | Construction and Site Meetings | 1km Completion | Project reports, projects completion certificates | |
| 2.2.2 | Technical infrastructure | Provision of sustainable integrated infrastructure and service | Expenditure on roads and storm water capital funding spent per quarter by 30/06/2023 | Senior Manager Technical Services | R25 752 300,12 | R26 100 000,00 | CAPEX | R2 000 000,00 | R13 000 00 0,00 | R6 000 000,00 | R5100 000,00 | Payment Certificates and Expenditure Reports | |
| 2.3 Parks and Cemetery | | | | | | | | | | | | | |
| 2.3.1 | Protect Environment and Community Well being | Sustain the Environment | Number of parks maintained per month by 30/06/2023 Wildevy,Phalaborwa Fourways,Sealane, Buffalo.King Fisher her,Lulekani,Nmaka gale Entrance,Defryn, Gravelote | Senior Manager Community Services | 9 | 9 | OPEX | 9 | 9 | 9 | 9 | Maintenance plan , Inspection reports and pictures | |

| | | | | | | | | | | | | | |
|-----------------------------|--|-------------------------|--|-----------------------------------|-------|-------|------|-------|-------|-------|-------|-------|---|
| 2.3.2 | Protect Environment and Community Well being | Sustain the Environment | Number of cemetery maintained per month by 30/06/2023 (Phalaborwa, Lulekani, Namakgale and Gravelotte) | Senior Manager Community Services | 4 | 4 | OPEX | 4 | 4 | 4 | 4 | 4 | Maintenance plan ,inspection reports and pictures |
| 2.4 Waste Management | | | | | | | | | | | | | |
| 2.4.1 | Protect Environment and Community Well being | Sustain the Environment | Number of Monthly Maintenance report of Phalaborwa landfill site by 30/06/2023 | Senior Manager Community Services | 4 | 12 | OPEX | 3 | 6 | 9 | 12 | 12 | Monthly maintenance report as per Service Level |
| 2.4.2 | Protect Environment and Community Well being | Sustain the Environment | Number of urban Households with access to basic waste removal services (Phalaborwa town , Namakgale and Lulekani by 30/06/2023 | Senior Manager Community Services | 12605 | 12198 | OPEX | 12198 | 12198 | 12198 | 12198 | 12198 | Confirmation of waste collection by ward councillors Collection schedule |
| 2.4.3 | Protect Environment and Community Well being | Sustain the Environment | Number of rural villages with access to basic waste removal services (Mashishimale & Makhushane by 30/06/2023 | Senior Manager Community Services | 2 | 2 | OPEX | 2 | 2 | 2 | 2 | 2 | Confirmation of waste collection by ward councillors Collection schedule |
| 2.4.4 | Protect Environment and Community Well being | Sustain the Environment | Number of indigent Households receiving free basic waste removal service by 30/06/2023 | CFO | 506 | 907 | OPEX | 907 | 907 | 907 | 907 | 907 | Indigent Register |

KPA 3:

**MUNICIPAL FINANCIAL VIABILITY AND
MANAGEMENT**

KPA 3: Municipal Financial Viability and Management

| PMS No. & Performance Area | Cluster | IDP Objective | Key Performance Indicator | Responsible Manager | Baseline (30/06/22) | Annual Target 30/06/23 | Budget | 2022/23 Quarterly Projections | | | | Evidence Required | |
|---------------------------------|------------------------------------|--|--|-------------------------|---------------------|------------------------|--------|--|---|---|---|-------------------|--|
| | | | | | | | | 1 st Quarter (1 Jul – 30 Sept 22) | 2 nd Quarter (1 Oct – 31 Dec 22) | 3 rd Quarter (1 Jan – 31 Mar 23) | 4 th Quarter (1 Apr – 30 Jun 23) | | |
| 3.1 Financial Management | | | | | | | | | | | | | |
| 3.1.1 | Good governance and administration | Good corporate governance and public participation | Number of approved budget planning schedule by 31/08/2022 (Legislated date) | Chief Financial Officer | 1 | 1 | OPEX | 1 | n/a | n/a | n/a | n/a | approved budget planning schedule and Council resolution |
| 3.1.2 | Good governance and administration | Good corporate governance and public participation | Number of approved 2023/24 Draft Budget by Council by 31/03/2023 (3 months before the start of the new financial year) | Municipal Manager | 1 | 1 | OPEX | n/a | n/a | 1 | n/a | n/a | Draft Budget document; Council Resolution |
| 3.1.3 | Good governance and administration | Good corporate governance and public participation | Number of approved 2023/24 Final Budget by Council by 31/05/2023 (1 month before the start of the new financial year) | Municipal Manager | 1 | 1 | OPEX | n/a | n/a | n/a | 1 | 1 | Final Budget approved by Council. Council resolution |
| 3.1.4 | Good governance and administration | Good corporate governance and public participation | Number of reviewed budget related policies by 30/06/2023 | Chief Financial Officer | 23 | 23 | OPEX | n/a | n/a | n/a | 23 | 23 | Approved budget related policies and Council resolution |
| 3.1.5 | Good governance and administration | Good corporate governance and public participation | Number of Supply Chain structures / Committees members appointed | Municipal Manager | 3 | 3 | OPEX | 3 (Specification, Evaluation and Adjudication) | n/a | n/a | n/a | n/a | Appointment letters of bid committees members |

| | | | | | | | | | | | | |
|--------|------------------------------------|--|--|-----------------------------------|----------------|--------------|------|---------------|----------------|---------------|---------------|---|
| 3.1.6 | Governance and administration | participation | by 07/07/2022 | Chief Financial Officer | 3 | 4 | OPEX | 1 | 1 | 1 | 1 | Quarterly assets verifications reports |
| | | Improve financial viability | Number of quarterly movable asset verifications conducted by 30/06/2023 | | | | | | | | | |
| 3.1.7 | Governance and administration | Improve financial viability | Number of monthly strings uploaded using the LG Portal within 10 days at the end of each month. Treasury by 30/06/2023 | Chief Financial Officer | 12 | 12 | OPEX | 3 | 6 | 9 | 12 | Monthly strings Proof of submission within 10 days. |
| | | Improve financial viability | | | | | | | | | | |
| 3.1.8 | Governance and administration | Improve financial viability | % of improvement in revenue collection monthly (improvement from 65 to 80% by 30/06/2023 budget year | Chief Financial Officer | 65% | 80% | OPEX | 65% | 60% | 70% | 80% | Quarterly reports on revenue collection |
| | | Improve financial viability | | | | | | | | | | |
| 3.1.9 | Governance and administration | Improve financial viability | % of Debt collected by 30/06/2023 | Chief Financial Officer | 3% | 50% | OPEX | 20% | 30% | 40% | 50% | Quarterly reports on debt collection |
| | | Improve financial viability | | | | | | | | | | |
| 3.1.10 | Good governance and administration | Good corporate governance and public participation | Number of updated indigent register by 30/06/2023 | Chief Financial Officer | 1 | 1 | OPEX | n/a | n/a | n/a | 1 | Updated indigent register |
| | | Improve financial viability | | | | | | | | | | |
| 3.1.11 | Good governance and administration | Improve financial viability | Expenditure spent quarterly on MIG by 30/06/2023 | Senior Manager Technical Services | R40 918 404,00 | R36186000,00 | MIG | R4 000 000,00 | R18 000 000,00 | R8 177 000,00 | R6 009 000,00 | MIG monitoring report/payment certificates/Grant reconciliation |
| | | Improve financial viability | | | | | | | | | | |
| 3.1.12 | Good governance and administration | Improve financial viability | % of quarterly Municipal Capital Budget spent by 30/06/2023 | Chief Financial Officer | 98% | 100% | OPEX | 25% | 50% | 75% | 100% | Finance reports |
| | | Improve financial viability | | | | | | | | | | |
| 3.1.13 | Good governance and administration | Improve financial viability | % of quarterly Municipal Personnel Budget spent by 30/06/2023 | Chief Financial Officer | 87% | 100% | OPEX | 25% | 50% | 75% | 100% | Expenditure report |
| | | Improve financial viability | | | | | | | | | | |

KPA 4:

LOCAL ECONOMIC DEVELOPMENT

| KPA 4: Local Economic Development | | | | | | | | | | | | |
|-----------------------------------|----------|----------------------------|---|---|---------------------|------------------------|----------------|--|---|---|---|---|
| PMS No. & Performance Area | Cluster | IDP Objective | Key Performance Indicator | Responsible Manager | Baseline (30/06/22) | Annual Target 30/06/23 | Budget | 2021/22 Quarterly Projections | | | | Evidence Required |
| | | | | | | | | 1 st Quarter (1 Jul – 30 Sept 22) | 2 nd Quarter (1 Oct – 31 Dec 22) | 3 rd Quarter (1 Jan – 31 Mar 23) | 4 th Quarter (1 Apr – 30 Jun 23) | |
| 4.1 Job creation | | | | | | | | | | | | |
| 4.1.1 | Economic | Promotion of local economy | Number of jobs created through capital Projects by 30/06/2023 (Temporary jobs) | Senior Manager Technical Services | 44 | 70 | CAPEX | 30 | 60 | 60 | 70 | Certified ID copies ,payment registers and employment contracts |
| 4.1.2 | Economic | Promotion of local economy | Number of full time equivalent jobs created through EPWP by 30/09/2022 | Senior Manager Technical Services | 58 | 63 | OPEX | 63 | n/a | n/a | n/a | Certified ID copies ,payment registers and employment contracts |
| 4.1.3 | Economic | Promotion of local economy | Number of LED Forums meetings held by 30/06/2023 | Senior Manager Planning and Development | 1 | 4 | OPEX | 1 | 1 | 1 | 1 | Invitations, Attendance register and minutes |
| 4.2 Enterprise Support | | | | | | | | | | | | |
| 4.2.1 | Economic | Promotion of local economy | Number of SMMEs supported through the municipal SCM (procurement) by 30/06/2023 | Chief Financial Officer | 461 | 200 | OPEX & CAPITAL | 50 | 100 | 150 | 200 | System generated Expenditure report with SMMEs supported. |
| 4.2.2 | Economic | Promotion of local economy | Number of activities promoting and marketing Baphalaborwa Municipality as a tourist destination | Senior Manager Planning and Development | 2 | 4 | OPEX | 1 | n/a | 1 | 2 | Invitations, Attendance register, reports |

KPA 5:

**Municipal Transformation and
Institutional Development**

| KPA 5: Municipal Transformation and Institutional Development | | | | | | | | | | | | |
|---|------------------------------------|--|---|-----------------------------------|---------------------|------------------------|--------|--|---|---|---|---|
| PMS No. & Performance Area | Cluster | IDP Objective | Key Performance Indicator | Responsible Manager | Baseline (30/06/22) | Annual Target 30/06/23 | Budget | 2022/23 Quarterly Projections | | | | Evidence Required |
| | | | | | | | | 1 st Quarter (1 Jul – 30 Sept 22) | 2 nd Quarter (1 Oct – 31 Dec 22) | 3 rd Quarter (1 Jan – 31 Mar 23) | 4 th Quarter (1 Apr – 30 Jun 23) | |
| 5.1 Organisational Design & Human Resource | | | | | | | | | | | | |
| 5.1.1 | Good governance and administration | Attract, develop and retain best human capital | Number of reviewed Municipal Organisational structure by 30/06/2023 | Senior Manager Corporate Services | 1 | 1 | OPEX | n/a | n/a | n/a | 1 | Council Resolution on Reviewed organizational structure with dates. |
| 5.1.2 | Good governance and administration | Good corporate governance and public participation | Number of HR Policies Reviewed by 30/06/2023 | Senior Manager Corporate Services | 6 | 6 | OPEX | n/a | n/a | n/a | 6 | Council Resolutions on Reviewed policies and copies of Reviewed Policies. |
| 5.1.3 | Good governance and administration | Attract, develop and retain best human capital | Number of prioritised vacant positions to be filled per quarter by 30/06/2023 | Senior Manager Corporate Services | 40 | 20 | OPEX | 5 | 15 | n/a | 20 | Approved Memo on critical positions and Appointment letters |
| 5.2 Employment Equity | | | | | | | | | | | | |
| 5.2.1 | | Good corporate governance and public participation | Implementation of EEP on Post Level 0,2,3 by 30/06/2023 | Senior Manager Corporate Services | 4 | 1 | OPEX | n/a | n/a | n/a | 1 | Implementation report on the Equity Plan |

KPA 5: Municipal Transformation and Institutional Development

| PMS No. & Performance Area | Cluster | IDP Objective | Key Performance Indicator | Responsible Manager | Baseline (30/06/22) | Annual Target 30/06/23 | Budget | 2022/23 Quarterly Projections | | | | Evidence Required |
|--|------------------------------------|--|--|-----------------------------------|---------------------|------------------------|--------|--|---|---|---|---|
| | | | | | | | | 1 st Quarter (1 Jul – 30 Sept 22) | 2 nd Quarter (1 Oct – 31 Dec 22) | 3 rd Quarter (1 Jan – 31 Mar 23) | 4 th Quarter (1 Apr – 30 Jun 23) | |
| 5.3 Skills Development | | | | | | | | | | | | |
| 5.3.1 | Good governance and administration | Attract, develop and retain best human capital | Number of Reviewed and submitted Skills Development Plan by 30/04/2023(Number of people trained in terms of Work Skills Plan) | Senior Manager Corporate Services | 1 | 1 | OPEX | n/a | n/a | n/a | 1 | WSP & proof of submission to LG SETA |
| 5.3.2 | Good governance and administration | Attract, develop and retain best human capital | Amount of Municipal budget allocated and spent on work skills development per quarter 30/06/2023(1% legislation) | Senior Manager Corporate Services | R1 360 755,12 | R1 644 881,06 | OPEX | R411 220,265 | R411 220,265 | R411 220,265 | R411 220,265 | Expenditure reports; implementation reports |
| 5.4 Performance Management System | | | | | | | | | | | | |
| 5.4.1 | Good governance and administration | Good corporate and public participation | Number of S56&57 signing of Annual Performance Agreements by 30/07/2022 (One month after the start of each financial year | Municipal Manager | 6 | 6 | OPEX | 6 | n/a | n/a | n/a | Copies of signed Performance Agreements with dates complying the legislated time line& submission letters to COGHSTA. |

KPA 5: Municipal Transformation and Institutional Development

| PMS No. & Performance Area | Cluster | IDP Objective | Key Performance Indicator | Responsible Manager | Baseline (30/06/22) | Annual Target 30/06/23 | Budget | 2022/23 Quarterly Projections | | | | Evidence Required |
|----------------------------|------------------------------------|--|--|-----------------------------------|---------------------|------------------------|--------|--|---|---|---|---|
| | | | | | | | | 1 st Quarter (1 Jul – 30 Sept 22) | 2 nd Quarter (1 Oct – 31 Dec 22) | 3 rd Quarter (1 Jan – 31 Mar 23) | 4 th Quarter (1 Apr – 30 Jun 23) | |
| 5.4.2 | Good governance and administration | Good corporate governance and public participation | Number of Individual Performance Assessments of s56&57 Managers conducted to review their performance by 30/06/2023(Mid – year/Annual) | Municipal Manager | 0 | 2 | OPEX | n/a | n/a | 2 | n/a | Approved Schedule of Individual Performance Assessments, Assessments records, attendance registers and Scorecards and reports |
| 5.5 OHS | | | | | | | | | | | | |
| 5.5.1 | Good governance and administration | Good corporate governance and public participation | Number of schedule Institutional OHS quarterly meetings held by 30/06/2023 | Senior Manager Corporate Services | 4 | 4 | OPEX | 1 | 1 | 1 | 1 | Quarterly Reports, minutes and attendance registers |

KPA 6:

GOOD GOVERNANCE & PUBLIC PARTICIPATION

| KPA 6: Good Governance and Public Participation | | | | | | | | | | | | |
|---|------------------------------------|--|---|-----------------------------------|-----------------------|--------------------------|--------|--|---|---|---|---|
| PMS No. & Performance Area | Cluster | IDP Objective | Key Performance Indicator | Responsible Manager | Baseline (30/06/2022) | Annual Target (30/06/23) | Budget | 2022/23 Quarterly Projections | | | | Evidence Required |
| | | | | | | | | 1 st Quarter (1 Jul – 30 Sept 22) | 2 nd Quarter (1 Oct – 31 Dec 22) | 3 rd Quarter (1 Jan – 31 Mar 23) | 4 th Quarter (1 Apr – 30 Jun 23) | |
| 6.1 Council and Executive Management | | | | | | | | | | | | |
| 6.1.1 | Good governance and administration | Good corporate governance and public participation | Number of scheduled Council meetings held by 30/06/2023 | Senior Manager Corporate Services | 14 | 6 | OPEX | 2 | 3 | 5 | 6 | Minutes of council meetings, attendance registers |
| 6.1.2 | Good governance and administration | Good corporate governance and public participation | Number of scheduled Exco meetings held by 30/06/2023 | Senior Manager Corporate Services | 16 | 11 | OPEX | 3 | 5 | 8 | 11 | Minutes of EXCO meetings, attendance registers |
| 6.1.3 | Good governance and administration | Good corporate governance and public participation | Number of scheduled quarterly MPAC meetings held as per legislation by 30/06/2023 | Municipal Manager | 14 | 4 | OPEX | 1 | 1 | 1 | 1 | Council Approved MPAC schedule of meetings/Attendance registers |
| 6.1.4 | Good governance and administration | Good corporate governance and public participation | % of MPAC quarterly Resolutions implemented by 30/06/2023 | Municipal Manager | 68% | 53% | OPEX | 100% | 100% | 100% | 100% | Resolution register and POE to support resolutions implemented |
| 6.1.5 | Good governance and administration | Good corporate governance and public participation | Number of scheduled monthly senior management meetings held by 30/06/2023 | Municipal Manager | 14 | 12 | OPEX | 3 | 6 | 9 | 12 | Minutes of Senior Management meetings, attendance registers |

| KPA 6: Good Governance and Public Participation | | | | | | | | | | | | |
|---|------------------------------------|--|---|---------------------|-----------------------|--------------------------|--------|--|---|---|---|--|
| PMS No. & Performance Area | Cluster | IDP Objective | Key Performance Indicator | Responsible Manager | Baseline (30/06/2022) | Annual Target (30/06/23) | Budget | 2022/23 Quarterly Projections | | | | Evidence Required |
| | | | | | | | | 1 st Quarter (1 Jul – 30 Sept 22) | 2 nd Quarter (1 Oct – 31 Dec 22) | 3 rd Quarter (1 Jan – 31 Mar 23) | 4 th Quarter (1 Apr – 30 Jun 23) | |
| 6.1.6 | Good governance and administration | Good corporate governance and public participation | Number of scheduled monthly Portfolio Committee meetings held by 30/06/2023 | Municipal Manager | 62 | 55 | OPEX | 15 | 30 | 45 | 55 | Minutes of Portfolios meetings, attendance registers |
| 6.2 Public Participation and Ward Committees | | | | | | | | | | | | |
| 6.2.1 | Good governance and administration | Good corporate governance and public participation | Number of IDP REP Forum meetings held by 30/06/2023 | Municipal Manager | 2 | 4 | OPEX | 1 | 1 | 1 | 1 | Attendance registers, agendas, invitations |
| 6.2.2 | Good governance and administration | Good corporate governance and public participation | Number of IDP Steering Committee meetings held by 30/06/2023 | Municipal Manager | 4 | 4 | OPEX | 1 | 1 | 1 | 1 | Attendance registers, agendas, invitations |
| 6.2.3 | Good governance and administration | Good corporate governance and public participation | Number of scheduled and convened monthly ward Committee meetings by 30/06/2023 (Functionality of ward committees) | Municipal Manager | New | 209 | OPEX | 57 | 38 | 57 | 57 | Minutes and attendance register |
| 6.2.4 | Good governance and administration | Good corporate governance and public participation | Number of quarterly Mayoral Izimbizos and public | Municipal Manager | 4 | 4 | OPEX | 1 | 1 | 1 | 1 | Public notices and Community Inputs report. |

| KPA 6: Good Governance and Public Participation | | | | | | | | | | | | |
|---|------------------------------------|--|--|-----------------------------------|-----------------------|--------------------------|--------|--|---|---|---|--|
| PMS No. & Performance Area | Cluster | IDP Objective | Key Performance Indicator | Responsible Manager | Baseline (30/06/2022) | Annual Target (30/06/23) | Budget | 2022/23 Quarterly Projections | | | | Evidence Required |
| | | | | | | | | 1 st Quarter (1 Jul – 30 Sept 22) | 2 nd Quarter (1 Oct – 31 Dec 22) | 3 rd Quarter (1 Jan – 31 Mar 23) | 4 th Quarter (1 Apr – 30 Jun 23) | |
| 6.2.4 | Good governance and administration | Good corporate governance and public participation | % of complains resolved quarterly by 30/06/2023 | Senior Manager Technical Services | 76% | 100% | OPEX | 100% | 100% | 100% | 100% | System generated Complain register, |
| 6.3 Corporate Governance | | | | | | | | | | | | |
| 6.3.1 | Good governance and administration | Good corporate governance and public participation | Number of Audit Committee meetings held by 30/06/2023 | Municipal Manager | 10 | 7 | OPEX | 2 | 4 | 5 | 7 | Copies of approved minutes, attendance registers |
| 6.3.2 | Good governance and administration | Good corporate governance and public participation | Number of Reviewed and approved of 2023/24 Audit Committee Charter by 30/06/2023 | Municipal Manager | 1 | 1 | OPEX | n/a | n/a | n/a | 1 | Approved Audit Committee Charter and council resolution |
| 6.3.3 | Good governance and administration | Good corporate governance and public participation | Number of Audit Steering Committee meetings held by 30/06/2023 | Municipal Manager | 22 | 24 | OPEX | 6 | 12 | 18 | 24 | Approved minutes and attendance registers. (Exco and Management) |
| 6.3.4 | Good governance and administration | Good corporate governance and public participation | Number of Risk-based Audit Plan reviewed and approved by 30/06/2023 | Municipal Manager | 1 | 1 | OPEX | n/a | n/a | n/a | 1 | Approved Risk-based audit plan and council resolution |
| 6.3.5 | Good governance | Good | % | Chief | 100% | 100% | OPEX | 20% | 50% | 75% | 100% | Audit Committee |

KPA 6: Good Governance and Public Participation

| PMS No. & Performance Area | Cluster | IDP Objective | Key Performance Indicator | Responsible Manager | Baseline (30/06/2022) | Annual Target (30/06/23) | Budget | 2022/23 Quarterly Projections | | | | Evidence Required |
|----------------------------|------------------------------------|--|---|---------------------------------------|-----------------------|--------------------------|--------|--|---|---|---|---|
| | | | | | | | | 1 st Quarter (1 Jul – 30 Sept 22) | 2 nd Quarter (1 Oct – 31 Dec 22) | 3 rd Quarter (1 Jan – 31 Mar 23) | 4 th Quarter (1 Apr – 30 Jun 23) | |
| | and administration | corporate governance and public participation | Implementation of IA Plan by 30/06/2023 | Executive Audit | | | | | | | | Report to Council with progress on Internal Audit Plan. |
| 6.3.6 | Good governance and administration | Good corporate governance and public participation | % Implementation of Internal Audit Action Plan by 30/06/2023 | Municipal Manager | 82% | 100% | OPEX | 100% | 100% | 100% | 100% | Internal Audit Follow-up Report |
| 6.3.7 | Good governance and administration | Good corporate governance and public participation | Number of Audit Committees Reports presented to Council by 30/06/2023 | Chief Executive Audit | 5 | 4 | OPEX | 1 | 2 | 3 | 4 | Audit Committee Reports and Council Resolution |
| 6.3.8 | Good governance and administration | Good corporate governance and public participation | % implementation of Audit Committee Resolutions | Municipal Manager | 91% | 100% | Opex | 100% | 100% | 100% | 100% | Audited Audit Committee Resolution Register |
| 6.3.9 | Good governance and administration | Good corporate governance and public participation | % of Community satisfaction with public services by 30/10/2022 | Senior Manager Planning & Development | 86% | 100% | OPEX | n/a | 100% | n/a | n/a | Community Satisfaction Survey Report |
| 6.3.10 | Good governance and administration | Good corporate governance and public participation | Submission of 2021/22 AFS and Annual Performance Report to AG by 31/08/22 | Municipal Manager | 1 | 1 | OPEX | 1 | n/a | n/a | n/a | Submission letters, copy of final AFS and Annual Performance Report |
| 6.3.11 | Good governance and | Good corporate | Number of developed AG | Municipal Manager | 1 | 1 | OPEX | n/a | n/a | 1 | n/a | Approved AG Action Plan by Council |

| KPA 6: Good Governance and Public Participation | | | | | | | | | | | | | |
|---|------------------------------------|--|---|-----------------------------------|-----------------------|--------------------------|--------|--|---|---|---|---|--|
| PMS No. & Performance Area | Cluster | IDP Objective | Key Performance Indicator | Responsible Manager | Baseline (30/06/2022) | Annual Target (30/06/23) | Budget | 2022/23 Quarterly Projections | | | | Evidence Required | |
| | | | | | | | | 1 st Quarter (1 Jul – 30 Sept 22) | 2 nd Quarter (1 Oct – 31 Dec 22) | 3 rd Quarter (1 Jan – 31 Mar 23) | 4 th Quarter (1 Apr – 30 Jun 23) | | |
| | administration | governance and public participation | Action Plan approved to address the 2021/22 AG Report findings by 31/03/2023. | | | | | | | | | | |
| 6.3.12 | Good governance and administration | Good corporate governance and public participation | % of implementation on AG Action Plan by 30/06/2023 | Municipal Manager | 18% | 80% | OPEX | 80% | n/a | 50% | 80% | Audited AG Action Plan and Portfolio of Evidence | |
| 6.3.13 | Good governance and administration | Good corporate governance and public participation | Number of Local Labour Forum meetings held by 30/06/2023 | Senior Manager Corporate Services | 19 | 11 | OPEX | 3 | 5 | 8 | 11 | LLF minutes and attendance register. | |
| 6.4 Risk Management, Fraud & Anti-Corruption | | | | | | | | | | | | | |
| 6.4.1 | Good governance and administration | Good corporate governance and public participation | Number of reviewed fraud and anti-corruption strategy approved by 30/06/2023 | Municipal Manager | 1 | 1 | OPEX | n/a | n/a | n/a | 1 | Approved fraud and Anti-Corruption strategy by council (Council resolution) | |
| 6.4.2 | Good governance and administration | Good corporate governance and public participation | Number of Reviewed Institutional Strategic Risk Register approved by 30/06/2023 | Municipal Manager | 1 | 1 | OPEX | n/a | n/a | n/a | 1 | Approved Institutional Strategic Risk register and council resolution | |
| 6.4.3 | Good governance and | Good corporate | Number of Institutional | Municipal Manager | 5 | 4 | OPEX | 1 | 1 | 1 | 1 | Minutes of the Risk Committee meeting | |

| KPA 6: Good Governance and Public Participation | | | | | | | | | | | | | |
|---|------------------------------------|---|--|---------------------|-----------------------|--------------------------|--------|--|---|---|---|-------------------|---|
| PMS No. & Performance Area | Cluster | IDP Objective | Key Performance Indicator | Responsible Manager | Baseline (30/06/2022) | Annual Target (30/06/23) | Budget | 2022/23 Quarterly Projections | | | | Evidence Required | |
| | | | | | | | | 1 st Quarter (1 Jul – 30 Sept 22) | 2 nd Quarter (1 Oct – 31 Dec 22) | 3 rd Quarter (1 Jan – 31 Mar 23) | 4 th Quarter (1 Apr – 30 Jun 23) | | |
| 6.4.4 | administration | governance and public participation | Risk Management Committee meetings held by 30/06/2023 | | | | | | | | | | and attendance register |
| | Good governance and administration | Good corporate governance and public participation | % of fraud and corruption cases reported and investigated within 30 working days by 30/06/2023 | Municipal Manager | 0% | 100% | OPEX | 100% | 100% | 100% | 100% | 100% | Case register and investigation reports |
| 6.5 HIV/AIDS | | | | | | | | | | | | | |
| 6.5.1 | Good governance and administration | Provision of sustainable integrated infrastructure and services | Number of outreach programmes conducted by 30/06/2023 | Municipal Manager | 5 | 10 | OPEX | 2 | 6 | 8 | 10 | 10 | Outreach programmes reports |
| 6.6 Security management | | | | | | | | | | | | | |
| 6.6.1 | Governance and Administration | Good corporate governance and public participation | Number of Security Management reports for Safeguarding of Council Assets by 30/06/2023 | Municipal Manager | 4 | 4 | OPEX | 1 | 1 | 1 | 1 | 1 | Security Management Reports |
| 6.7 Disaster Management | | | | | | | | | | | | | |
| 6.7.1 | Governance and Administration | Good corporate governance and public participation | Number of disaster awareness campaigns conducted by | Municipal Manager | 6 | 4 | OPEX | 1 | 1 | 1 | 1 | 1 | Invitations, Agenda, Attendance register and disaster awareness conducted reports |

KPA 6: Good Governance and Public Participation

| PMS No. & Performance Area | Cluster | IDP Objective | Key Performance Indicator | Responsible Manager | Baseline (30/06/2022) | Annual Target (30/06/23) | Budget | 2022/23 Quarterly Projections | | | | Evidence Required | |
|--|------------------------------------|--|--|---------------------|-----------------------|--------------------------|--------|--|---|---|---|-------------------|--|
| | | | | | | | | 1 st Quarter (1 Jul – 30 Sept 22) | 2 nd Quarter (1 Oct – 31 Dec 22) | 3 rd Quarter (1 Jan – 31 Mar 23) | 4 th Quarter (1 Apr – 30 Jun 23) | | |
| 6.8 Performance Management System | | | | | | | | | | | | | |
| 6.8.1 | Governance and Administration | Good corporate governance and public participation | Number of Mid-Year Budget and Performance Assessment Report submitted to council by 31/03/2023 | Municipal Manager | 1 | 1 | OPEX | n/a | n/a | 1 | n/a | n/a | Council approved assessment report |
| 6.8.2 | Governance and Administration | Good corporate governance and public participation | Number of 2021/22 Draft Annual Report approved by 31/01/2023 | Municipal Manager | 1 | 1 | OPEX | n/a | n/a | 1 | n/a | n/a | Council Approved 2021/22 Draft Annual Report with Council Resolution |
| 6.8.3 | Governance and Administration | Good corporate governance and public participation | Number of Oversight Report on 2021/22 Draft Annual Report approved by 31/03/2023 | Municipal Manager | 1 | 1 | OPEX | n/a | n/a | 1 | n/a | n/a | Council Approved Oversight Report and Council Resolution |
| 6.8.4 | Good governance and administration | Good corporate governance and public participation | Number of reviewed 2022/2023 SDBIP approved by 31/03/2023 | Municipal Manager | 1 | 1 | OPEX | n/a | n/a | 1 | n/a | n/a | Reviewed SDBIP signed by the Mayor and council resolution |
| 6.8.5 | Good governance and administration | Good corporate governance and public participation | Number of Draft 2023/24 SDBIP submitted to the Mayor for approval by 14/06/2023(14 days after | Municipal Manager | 1 | 1 | OPEX | n/a | n/a | n/a | 1 | 1 | 2023/24 Draft SDBIP approved by the Mayor (Signed and Dated) |

KPA 6: Good Governance and Public Participation

| PMS No. & Performance Area | Cluster | IDP Objective | Key Performance Indicator | Responsible Manager | Baseline (30/06/2022) | Annual Target (30/06/23) | Budget | 2022/23 Quarterly Projections | | | | Evidence Required |
|--|------------------------------------|--|--|---------------------|-----------------------|--------------------------|--------|--|---|---|---|--|
| | | | | | | | | 1 st Quarter (1 Jul – 30 Sept 22) | 2 nd Quarter (1 Oct – 31 Dec 22) | 3 rd Quarter (1 Jan – 31 Mar 23) | 4 th Quarter (1 Apr – 30 Jun 23) | |
| 6.8.6 | Good governance and administration | Good corporate governance and public participation | the adoption of the IDP and Budget) Number of approved Final 2023/24 SDBIP (28 days after the adoption of the IDP and Budget) approved by mayor | Municipal Manager | 1 | 1 | OPEX | n/a | n/a | n/a | 1 | 2023/24 Final SDBIP approved by the Mayor (Signed and Dated) |
| 6.9 Integrated Development planning | | | | | | | | | | | | |
| 6.9.1 | Government and Administration | Good corporate governance and public participation | Number of reviewed IDP/Budget/PMS/MPAC Framework and Process Plan approved by 31/07/2022 | Municipal Manager | 1 | 1 | OPEX | 1 | n/a | n/a | n/a | Council Approved IDP, Budget, PMS Process Plan |
| 6.9.2 | Government and Administration | Good corporate governance and public participation | Number of 2023/24 Draft IDP approved by council by 31/03/2023 | Municipal Manager | 1 | 1 | OPEX | n/a | n/a | 1 | n/a | Council resolution 2023/24 Draft IDP |
| 6.9.3 | Government and Administration | Good corporate governance and public participation | Number of 2023/24 Final IDP approved by Council by 28/05/2023 | Municipal Manager | 1 | 1 | OPEX | n/a | n/a | n/a | 1 | Council resolution (Council approve 2023/24 Final IDP) |
| 6.10 Communication | | | | | | | | | | | | |
| 6.10.1 | Government and Administration | Advance good corporate governance | Number of Communication Strategy reviewed and | Municipal Manager | 1 | 1 | OPEX | n/a | n/a | n/a | 1 | Approved Communication strategy and Council |

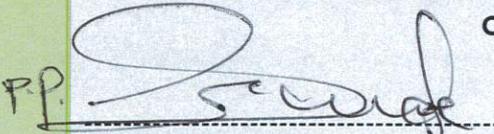
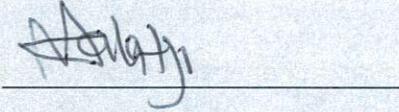
KPA 6: Good Governance and Public Participation

| PMS No. & Performance Area | Cluster | IDP Objective | Key Performance Indicator | Responsible Manager | Baseline (30/06/2022) | Annual Target (30/06/23) | Budget | 2022/23 Quarterly Projections | | | | Evidence Required |
|----------------------------|-------------------------------|-----------------------------------|--|-----------------------|-----------------------|--------------------------|--------|--|---|---|---|--|
| | | | | | | | | 1 st Quarter (1 Jul – 30 Sept 22) | 2 nd Quarter (1 Oct – 31 Dec 22) | 3 rd Quarter (1 Jan – 31 Mar 23) | 4 th Quarter (1 Apr – 30 Jun 23) | |
| 6.10.2 | Governance and Administration | Advance good corporate governance | approved by Council by 30/06/2023 % for submission of information for publishing on the website as according to legislation checklist by 30/06/2023 | Municipal Manager | 100% | 100% | OPEX | 100% | 100% | 100% | 100% | resolution Legislation register checklist |
| 6.10.3 | Governance and Administration | Advance good corporate governance | Number of Local Communicators Forum held by 30/06/2023 | Communication manager | 4 | 4 | OPEX | 1 | 1 | 1 | 1 | Invitations, Minutes and attendance registers |

CAPITAL PROJECTS PER RESPONSIBLE MANAGER

| Responsible Manager | Project Name | Total Capital Budget (R'000) | Adjusted Budget | Planned Start Date | Planned Completion Date | Ward No. | Quarterly Outputs 2022/23 | | | | Evidence required |
|---------------------------------------|--|------------------------------|-----------------|--------------------|-------------------------|----------|---|--|--|--|--|
| | | | | | | | 1 st Quarter 01 Jul - 30 Sept 2022 | 2 nd Quarter 01 Oct - 31 Dec 2022 | 3 rd Quarter 01 Jan - 31 Mar 2023 | 4 th Quarter 01 Apr - 30 Jun 2023 | |
| Waste Management | | | | | | | | | | | |
| Senior Manager Technical Services | Establishment of new land fill site (Phalaborwa | R1 000 000 | R0 | 01/07/22 | 30/06/23 | all | Advertisement, Appointment, Designs | Site Establishment Construction and Site Meetings | Construction and Site Meetings | Completion. | Bid Committees minutes and registers, advertisement s. Final detailed design reports |
| Office Furniture and Equipment | | | | | | | | | | | |
| Senior Manager Corporate | Office Furniture and Equipment | R 1 500.000.00 | R0 | 01/07/22 | 30/06/23 | | Requisition Delivery note | Requisition Delivery note | n/a | n/a | Request for purchase and Payment certificate |
| INEG (Electrification) | | | | | | | | | | | |
| Senior Manager Technical | Electrification | R8 000 000 | R0 | 01/07/22 | 30/06/23 | | Specification & Advertise. | Evaluation, Adjudication, Appointment of contractor and Handover of the site | Construction & site meetings | Construction & close out | Bid Committees minutes and registers, advertisement s. Final detailed design reports. Completion |

FINAL REVIEWED SDBIP APPROVAL

| | |
|---|--|
| Approval by the Mayor | <p>This Reviewed Top Layer SDBIP is a management and implementation plan (and not a policy proposal) and is therefore not required to be approved by the Council. The approval of the Reviewed Top Layer SDBIP is a competency reserved for the Municipal Manager in terms of Section 53 of the MFMA. The Municipal Manager becomes responsible for ensuring that the Reviewed Top Layer SDBIP is submitted to the Mayor for the approval after budget adjustment approved.</p> |
| Monitoring implementation of the SDBIP | <p>Progress against the objectives set out in the Reviewed Top Layer SDBIP will be monitored and reported on a monthly, quarterly, and annual basis.</p> |
| Signatures | <p style="text-align: center;">REVIEWED TOP LAYER SDBIP 2022/23</p> <p>Compiled by:</p> <p>  30/03/2023 </p> <p> Dr KKL Pilusa Municipal Manager Date </p> <p style="text-align: center;">Approved by</p> <p>  30/03/2023 </p> <p> Cllr MM Malatji Mayor Date </p> |

Annexure A

Methodology

Ba-Phalaborwa Municipality uses the cumulative method on reporting the actual on the Service Delivery Budget Implementation Plan.

Technical Definitions

AFS

AFS stands for Annual Financial Statements

BPM

BPM stands for Ba-Phalaborwa Municipality

HH

Household

Baseline

The performance of the previous year

Urban Areas

The urban areas refer to Phalaborwa, Namakgale, Lulekani and Gravelotte.

Reduction in water losses

This is calculated as follows: $\text{Lepelle bill less BPM bill} / \text{Lepelle bill} \times 100$.

Reduction in electricity losses

This is calculated as follows: $\text{Eskom bill less BPM bill} / \text{Eskom bill} \times 100$.

Kilometres of roads upgrade from gravel to tar/paving

This relates 1 km of B1 Extension

Rehabilitation

Replacement of old road surface (tar) with a new one.

Site Establishment/ Set-up Construction Site

Arrangement of offices, bringing the machinery and equipment onsite.

Tourism Initiatives Activities

September Tourism Month – Spring Day, Orchid Show, Heritage Day Celebration, 2 Tourism workshops and Marathon.

Tourism Indaba – Procurement of promotional materials

SPLUMA – Spatial Planning Land Use Management Act 2013

No. SPLUMA Applications

Number of development (land use) applications received/ applications processed in terms of SPLUMA

SMME- Small Medium and Micro Enterprise

Number of business supported