

**PRINCE ALBERT MUNICIPALITY
2021/22 SERVICE DELIVERY AND BUDGET
IMPLEMENTATION PLAN**



JUNE 2021

**APPROVAL OF THE 2021/22 SERVICE DELIVERY AND BUDGET
IMPLEMENTATION PLAN (SDBIP)**

THE 2021/21 SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) IS
HEREWITH APPROVED IN TERMS OF SECTION 53(1)(C)(ii) OF THE MUNICIPAL FINANCIAL
MANAGEMENT ACT 56 OF 2003.


.....
GOLIAT LOTTERING
EXECUTIVE MAYOR

2021/06/28
.....
DATE

1. INTRODUCTION

The SDBIP provides the vital link between the executive mayor, council and the administration and facilitates the process for holding management accountable for its performance. The SDBIP is a management, implementation and monitoring tool that ensures that appropriate information is circulated internally and externally for purposes of monitoring the execution of the budget, performance of senior management and achievement of the strategic objectives set by council.

The SDBIP is essentially the management and implementation tool which sets in-year information, such as quarterly service delivery and monthly budget targets, and links each service delivery output to the budget of the municipality, thus providing credible management information and a detailed plan for how the municipality will provide such services and the inputs and financial resources to be used. The SDBIP indicates the responsibilities and outputs for each of the managers in the top management team, the inputs to be used, and the time deadlines for each output. The SDBIP therefore determines the performance agreements of the municipal manager and directors, including the outputs and deadlines for which they will be held responsible. The SDBIP further provides all expenditure information (for capital projects and services) per municipal ward, so that each output can be broken down per ward, where this is possible, to support ward councillors in service delivery information. The SDBIP is also a vital monitoring tool for the executive mayor and council to monitor the in-year performance of the municipal manager and for the municipal manager to monitor the performance of directors and division heads in the municipality within the financial year. This enables the executive mayor and municipal manager to be pro-active and take remedial steps in the event of poor performance.

2. LEGAL REFERENCE

Section 1 of the Municipal Finance Management Act (Act 56 of 2003) (MFMA) defines service delivery and budget implementation plan (SDBIP) as a detailed plan 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.

The purpose of the SDBIP is to support the Municipality's management to achieve service delivery targets as well as the spending of the capital budget within given timeframes.

Section 53 of the Municipal Finance Management Act (Act 56 of 2003) MFMA determines that the municipality's SDBIP plan must be approved by the Executive Mayor within 28 days after the approval of the annual budget. Section 53 determines further that the annual performance agreements of the Municipal Manager and directors as required in section 57 of the Municipal Systems Act (Act 32 of 2000) must be linked to the SDBIP. Section 69 of the MFMA determines that the draft SDBIP and performance agreements must be submitted to the Executive Mayor within 14 days after the approval of an annual budget. Top layer SDBIP is attached as annexure A.

Annexure 1

**Monthly projection of revenue to be collected for each
source**

WC052 Prince Albert - Supporting Table SA25 Budgeted monthly revenue and expenditure

Description	Ref	Budget Year 2021/22												Medium Term Revenue and Expenditure Framework			
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2021/22	Budget Year +1 2022/23	Budget Year +2 2023/24	
Revenue By Source																	
Property rates		446	446	446	446	446	446	446	446	446	446	446	446	446	4953	5 251	
Service charges - electricity revenue		1 577	1 577	1 577	1 577	1 577	1 577	1 577	1 577	1 577	1 577	1 577	1 577	1 577	22 630	23 988	
Service charges - water revenue		516	516	516	516	516	516	516	516	516	516	516	516	516	6 481	6 870	
Service charges - sanitation revenue		347	347	347	347	347	347	347	347	347	347	347	347	347	4 474	4 743	
Service charges - refuse revenue		191	191	191	191	191	191	191	191	191	191	191	191	191	2 472	2 620	
Rental of facilities and equipment		31	31	31	31	31	31	31	31	31	31	31	31	31	390	413	
Interest earned - external investments		195	195	195	195	195	195	195	195	195	195	195	195	195	2 424	2 569	
Interest earned - outstanding debtors		153	153	153	153	153	153	153	153	153	153	153	153	1 944	2 060		
Dividends received		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Fines, penalties and forfeits		183	183	183	183	183	183	183	183	183	183	183	183	2 380	2 186		
Licences and permits		10	10	10	10	10	10	10	10	10	10	10	10	123	121		
Agency services		9	9	9	9	9	9	9	9	9	9	9	9	110	117		
Transfers and subsidies		2 750	2 750	2 750	2 750	2 750	2 750	2 750	2 750	2 750	2 750	2 750	2 750	33 002	32 534		
Other revenue		79	79	79	79	79	79	79	79	79	79	79	79	952	508		
Gains		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Revenue (excluding capital transfers and contributions)		6 487	6 487	6 487	6 487	6 487	6 487	6 487	6 487	6 487	6 487	6 487	6 487	77 849	81 428	84 268	
Expenditure By Type																	
Employee related costs		2 318	2 318	2 318	2 318	2 318	2 318	2 318	2 318	2 318	2 318	2 318	2 318	28 162	28 488	30 206	
Remuneration of councillors		279	279	279	279	279	279	279	279	279	279	279	279	3 349	3 556	3 770	
Debt impairment		438	438	438	438	438	438	438	438	438	438	438	438	5 252	5 561	5 895	
Depreciation & asset impairment		485	485	485	485	485	485	485	485	485	485	485	485	5 843	6 071	6 310	
Finance charges		38	38	38	38	38	38	38	38	38	38	38	38	459	63	67	
Bulk purchases - electricity		1 273	1 273	1 273	1 273	1 273	1 273	1 273	1 273	1 273	1 273	1 273	1 273	15 277	16 907	17 921	
Inventory consumed		58	58	58	58	58	58	58	58	58	58	58	58	785	742	756	
Contracted services		699	699	699	699	699	699	699	699	699	699	699	699	8 597	7 225	7 587	
Transfers and subsidies		32	32	32	32	32	32	32	32	32	32	32	32	386	349	370	
Other expenditure		938	938	938	938	938	938	938	938	938	938	938	938	11 256	11 745	12 456	

Annexure 2

**Monthly projection for expenditure (operating and capital) and
revenue for each vote**

WC052 Prince Albert - Supporting Table SA26 Budgeted monthly revenue and expenditure (municipal vote)

Description	R thousand	Ref	Budget Year 2021/22												Medium Term Revenue and Expenditure Framework			
			July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2021/22	Budget Year +1 2022/23	Budget Year +2 2023/24	
Revenue by Vote																		
Vote 1 - EXECUTIVE AND COUNCIL	2 143		2 143	2 143	2 143	2 143	2 143	2 143	2 143	2 143	2 143	2 143	2 143	2 143	2 143	2 143	25 936	26 071
Vote 2 - DIRECTOR FINANCE	1 066		1 066	1 066	1 066	1 066	1 066	1 066	1 066	1 066	1 066	1 066	1 066	1 066	1 066	1 066	12 230	12 915
Vote 3 - DIRECTOR CORPORATE	40		40	40	40	40	40	40	40	40	40	40	40	40	40	40	501	528
Vote 4 - DIRECTOR COMMUNITY	469		469	469	469	469	469	469	469	469	469	469	469	469	469	469	4 887	4 610
Vote 5 - DIRECTOR TECHNICAL SERVICES	3 593		3 593	3 593	3 593	3 593	3 593	3 593	3 593	3 593	3 593	3 593	3 593	3 593	3 593	43 120	48 433	51 838
Total Revenue by Vote	7 311		7 311	7 311	7 311	7 311	7 311	7 311	7 311	7 311	7 311	7 311	7 311	7 311	7 311	87 732	91 986	95 961
Expenditure by Vote to be appropriated																		
Vote 1 - EXECUTIVE AND COUNCIL	629		629	629	629	629	629	629	629	629	629	629	629	629	629	7 556	7 654	8 113
Vote 2 - DIRECTOR FINANCE	1 310		1 310	1 310	1 310	1 310	1 310	1 310	1 310	1 310	1 310	1 310	1 310	1 310	1 310	15 733	15 092	15 990
Vote 3 - DIRECTOR CORPORATE	615		615	615	615	615	615	615	615	615	615	615	615	615	615	7 413	7 777	8 245
Vote 4 - DIRECTOR COMMUNITY	604		604	604	604	604	604	604	604	604	604	604	604	604	604	7 847	7 231	7 645
Vote 5 - DIRECTOR TECHNICAL SERVICES	3 401		3 401	3 401	3 401	3 401	3 401	3 401	3 401	3 401	3 401	3 401	3 401	3 401	3 401	40 817	42 953	45 344
Total Expenditure by Vote	6 559		6 559	6 559	6 559	6 559	6 559	6 559	6 559	6 559	6 559	6 559	6 559	6 559	6 559	79 366	80 708	85 337
Surplus/(Deficit) before assoc.	752		752	752	752	752	752	752	752	752	752	752	752	752	752	8 365	11 279	10 624
Taxation	-		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Attributable to minorities	-		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Share of surplus/ (deficit) of associate	-		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Surplus/(Deficit)	1		752	752	752	752	752	752	752	752	752	752	752	752	752	8 365	11 279	10 624

Annexure
Monthly capital expenditure

WC052 Prince Albert - Supporting Table SA28 Budgeted monthly capital expenditure (municipal vote)

Description	Ref	Budget Year 2021/22												Medium Term Revenue and Expenditure Framework			
		July	August	Sept.	October	Nov.	Dec.	January	Feb.	March	April	May	June	Budget Year 2021/22	Budget Year +1 2022/23	Budget Year +2 2023/24	
1																	
Multi-year expenditure to be appropriated																	
Vote 1 - EXECUTIVE AND COUNCIL		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 2 - DIRECTOR FINANCE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 3 - DIRECTOR CORPORATE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 4 - DIRECTOR COMMUNITY		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 5 - DIRECTOR TECHNICAL SERVICES		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 6 - [NAME OF VOTE 6]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 7 - [NAME OF VOTE 7]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 8 - [NAME OF VOTE 9]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital multi-year expenditure sub-total		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2																	
Single-year expenditure to be appropriated																	
Vote 1 - EXECUTIVE AND COUNCIL		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 2 - DIRECTOR FINANCE		83	83	83	83	83	83	83	83	83	83	83	83	1 000	27	-	-
Vote 3 - DIRECTOR CORPORATE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 4 - DIRECTOR COMMUNITY		25	25	25	25	25	25	25	25	25	25	25	25	300	1 796	4 777	-
Vote 5 - DIRECTOR TECHNICAL SERVICES		749	749	749	749	749	749	749	749	749	749	749	749	8 992	8 762	6 916	-
Vote 6 - [NAME OF VOTE 6]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 7 - [NAME OF VOTE 7]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vote 8 - [NAME OF VOTE 9]		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital single-year expenditure sub-total		858	858	858	858	858	858	858	858	858	858	858	858	10 292	10 585	11 693	-
Total Capital Expenditure		858	858	858	858	858	858	858	858	858	858	858	858	10 292	10 585	11 693	-

Annexure 4

Performance indicators and benchmarks (operating budget)

