

NEWCASTLE MUNICIPALITY  
TOP-LAYER SERVICE DELIVERY BUDGET IMPLEMENTATION PLAN 2022/23

QUARTER 4 ANNUAL PERFORMANCE REPORT FOR FINANCIAL VIABILITY

LSDBSP REF NUMBER	OUTCOME 9	NATIONAL KPI	BACK TO BASICS PILLAR	TOP PRIORITY	GOAL/OBJECTIVES	STRATEGIES	KPIs/LINKED TO IMPACT CENTER	KEY PERFORMANCE INDICATOR	KEY PERFORMANCE INDICATOR - ROLLOVER BUDGET	KPI TYPE (INPUT, OUTPUT, PROCESS)	UNIT OF MEASURE	BASELINE	REVISOR ANNUAL TARGET (1 JUL 2022-30 JUNE 2023)	ANNUAL ACTUAL	REASON FOR VARIANCE	RECOMMENDED CORRECTIVE ACTION	ANNUAL DASHBOARD	ANNUAL STANDARDS ACCOMPLISHED (RANGE) (1 JUL 2022-30 JUNE 2023)	ANNUAL ACTUAL	REASON FOR VARIANCE	RECOMMENDED CORRECTIVE ACTION	2022/23 ANNUAL DASHBOARD	RESPONSIBLE DEPARTMENT	FREQUENCY OF REPORTING	PRIMARY SOURCE OF EVIDENCE	MISCA CONFIGURATION	VOTE DESCRIPTION	BUDGET AMOUNT	REVERSE BUDGET IN LINE WITH THE ROLLED OVER BUDGET IMPLEMENTATION BUDGET	APPROVALS BUDGET	YEAR TO DATE ACTUAL SPENT JUNE 2022 (ON CODE)							
LSDBSP-F101	Outcome 9: Administrative and financial capability	Municipal Financial Viability and Management	Sound Financial Management and	Sound Financial Management Viability	To improve income to fund services	To provide and improve budget	FX1.1	The percentage of household receiving free bin 100 per cent with access to the service. 2022/23 aim: 100% (roll over budget plan)	100%	Output	Percentage (%)	100%	100%	100%	The percentage of household receiving free bin 100 per cent with access to the service. 2022/23 aim: 100% (roll over budget plan)	100%	100%	100%	100%	The percentage of household receiving free bin 100 per cent with access to the service. 2022/23 aim: 100% (roll over budget plan)	100%	100%	Budget & Treasury Office	Quarterly	Quarter 4 - 1. Budget report at end of quarter together with the number of household receiving free bin 100 per cent with access to the service.	100000100	Salaries	\$45,204,630.00	100000100	Salaries	\$51,923,910	\$51,923,910	\$51,923,910	\$51,923,910				
LSDBSP-F102	Outcome 9: Administrative and financial capability	Municipal Financial Viability and Management	Sound Financial Management and	Sound Financial Management Viability	To ensure compliance with budget planning and implementation	To ensure compliance with budget planning and implementation	FX2.1	The percentage of a municipality's capital expenditure spent on capital projects funded by a percentage of the year's revenue. 2022/23 aim: 100% (roll over budget plan)	100%	Output	Percentage (%)	100%	100%	100%	100%	The percentage of a municipality's capital expenditure spent on capital projects funded by a percentage of the year's revenue. 2022/23 aim: 100% (roll over budget plan)	100%	100%	100%	100%	The percentage of a municipality's capital expenditure spent on capital projects funded by a percentage of the year's revenue. 2022/23 aim: 100% (roll over budget plan)	100%	100%	All Departments	Quarterly	Quarter 4 - 1. Report to council on capital expenditure reports from BTO.	All Capital Budget MISCA Configuration	All Capital Budget MISCA Configuration	\$146,363,178	\$146,363,178	\$146,363,178	\$146,363,178						
LSDBSP-F103	Outcome 9: Administrative and financial capability	Municipal Financial Viability and Management	Sound Financial Management and	Sound Financial Management Viability	To ensure effective and efficient delivery of services	To ensure effective and efficient delivery of services	FX3.1	Quarterly percentage of collection rate	87%	Output	Percentage (%)	87%	87%	87%	87%	The payment factor was not increased due to council rates and the current economic situation that is causing a fall in the number of payments received from ratepayers.	To continue with the credit control and debt collection policy, outreach programs aimed at reducing the gaps, and the service revenue collection.	100000100	87%	85%	The payment factor was not increased due to council rates and the current economic situation that is causing a fall in the number of payments received from ratepayers.	To continue with the credit control and debt collection policy, outreach programs aimed at reducing the gaps, and the service revenue collection.	100000100	Budget & Treasury Office	Quarterly	Quarter 4 - 1. Minutes of FPSC and the interim reconciliation report and the revenue reconciliation reports, collection rate report	100000100	Salaries	\$45,204,630.00	100000100	Salaries	\$51,923,910	\$51,923,910	\$51,923,910	\$51,923,910			
LSDBSP-F104	Outcome 9: Administrative and financial capability	Municipal Financial Viability and Management	Sound Financial Management and	Sound Financial Management Viability	Active Value for money	To have an effective Supply Chain Management system in place	FX4.1	Approval of 2022/23 annual procurement plan by June 2022 by the Municipal Manager	Approved 2022/23 annual procurement plan by June 2022 by the Municipal Manager	Output	Reports	Approved 2022/23 annual procurement plan by June 2022 by the Municipal Manager	Approved 2022/23 annual procurement plan by June 2022 by the Municipal Manager	Approved 2022/23 annual procurement plan by June 2022 by the Municipal Manager	Approved 2022/23 annual procurement plan by June 2022 by the Municipal Manager	Approval of 2022/23 annual procurement plan by June 2022 by the Municipal Manager	Approved 2022/23 annual procurement plan by June 2022 by the Municipal Manager	Approved 2022/23 annual procurement plan by June 2022 by the Municipal Manager	Approved 2022/23 annual procurement plan by June 2022 by the Municipal Manager	Approved 2022/23 annual procurement plan by June 2022 by the Municipal Manager	Approved 2022/23 annual procurement plan by June 2022 by the Municipal Manager	Approved 2022/23 annual procurement plan by June 2022 by the Municipal Manager	Approved 2022/23 annual procurement plan by June 2022 by the Municipal Manager	Budget & Treasury Office	Quarterly	Quarter 1 - 2 - 3 - 4 - 2022/23 procurement plan and report of council with and without G4 Agreement procurement plan by Municipal Manager	100000100	Salaries	\$45,204,630.00	100000100	Salaries	\$51,923,910	\$51,923,910	\$51,923,910	\$51,923,910			
LSDBSP-F105	Outcome 9: Administrative and financial capability	Municipal Financial Viability and Management	Sound Financial Management and	Sound Financial Management Viability	Revenue enhancement	To report on the implementation of the Revenue Enhancement Strategy	FX5.1	Percentage implementation of the Revenue Enhancement Action Plan for BTO	100%	Output	Report to FPSC	New BTO	100%	100%	100%	The Revenue Section of BTO did not implement any of the action plans. The response is contained in the progress report.	The action plan for the 2022/23 financial year has been reviewed by the Revenue Enhancement Strategy and action plan by June 2022.	100000100	100%	100%	Quarterly reporting to the FPSC on Departmental Progress made on the Revenue Enhancement Action Plan.	Quarterly reporting to the FPSC on Departmental Progress made on the Revenue Enhancement Action Plan.	100000100	Budget & Treasury Office	Quarterly	Quarter 1 - 4 - Revenue enhancement action plan, progress reports, calculation sheet	100000100	Salaries	\$45,204,630.00	100000100	Salaries	\$51,923,910	\$51,923,910	\$51,923,910	\$51,923,910			
LSDBSP-F106	Outcome 9: Administrative and financial capability	Municipal Financial Viability and Management	Sound Financial Management and	Sound Financial Management Viability	Active Value for money	To have an effective Supply Chain Management system in place	FX6.1	Percentage implementation of the procurement plan	100%	Output	Percentage (%)	100%	100%	100%	Check on SCM processes in Q3 due to implementation of the procurement plan and the tender in Q1	Include delayed projects to 2022/23 procurement plan and the tender in Q1	100000100	100%	100%	100%	100%	100%	100%	Budget & Treasury Office	Quarterly	Quarter 1 - 4 - Procurement plan, progress report with calculation sheet, minutes of BTO meetings, BTO/SCM and equipment sales to service providers	100000100	Salaries	\$45,204,630.00	100000100	Salaries	\$51,923,910	\$51,923,910	\$51,923,910	\$51,923,910			
LSDBSP-F107	Outcome 9: Administrative and financial capability	Municipal Financial Viability and Management	Sound Financial Management and	Sound Financial Management Viability	To ensure sound financial and fiscal management and good governance	Review the financial policies to ensure sound financial and fiscal management and good governance	FX7.1	Number of financial policies reviewed and approved by the Council	16	Output	Council resolution and Approved policies	Approved 16 Financial policies	Approved 16 Financial policies	Approved 16 Financial policies	Approved 16 Financial policies	Number of financial policies reviewed and approved by the Council	16	Approved 16 Financial Policies	Approved 16 Financial policies	Approved 16 Financial policies	Approved 16 Financial policies	Approved 16 Financial policies	Approved 16 Financial policies	Approved 16 Financial policies	Budget & Treasury Office	Quarterly	Quarter 1 - Approved DP Budget/FPSC plan 2022/23, Quarter 2 - Approved 16 financial policies, Quarter 3 - Approved 16 financial policies, Quarter 4 - Approved 16 financial policies and revised budget	100000100	Salaries	\$45,204,630.00	100000100	Salaries	\$51,923,910	\$51,923,910	\$51,923,910	\$51,923,910		
LSDBSP-F108	Outcome 9: Administrative and financial capability	Municipal Financial Viability and Management	Sound Financial Management and	Sound Financial Management Viability	Revenue enhancement	Facilitate the annual review of the Revenue Enhancement Strategy	FX8.1	Annual Review and Approval of the Revenue Enhancement Strategy by Council by June 2022	Annual Review and Approval of the Revenue Enhancement Strategy by Council by June 2022	Output	Council Minutes and Approved Revenue Enhancement Strategy	Approved Revenue Enhancement Strategy by Council	Approved Revenue Enhancement Strategy by Council	Approved Revenue Enhancement Strategy by Council	Approved Revenue Enhancement Strategy by Council	Annual Review and Approval of the Revenue Enhancement Strategy by Council by June 2022	Annual Review and Approval of the Revenue Enhancement Strategy by Council by June 2022	Annual Review and Approval of the Revenue Enhancement Strategy by Council by June 2022	Annual Review and Approval of the Revenue Enhancement Strategy by Council by June 2022	Annual Review and Approval of the Revenue Enhancement Strategy by Council by June 2022	Annual Review and Approval of the Revenue Enhancement Strategy by Council by June 2022	Annual Review and Approval of the Revenue Enhancement Strategy by Council by June 2022	Annual Review and Approval of the Revenue Enhancement Strategy by Council by June 2022	Budget & Treasury Office	Quarterly	Quarter 1 - Revenue Enhancement Strategy, Quarter 2 - Review and Strategy and action plan - Quarter 3 - Council Minutes on the approval of the Revenue Enhancement Strategy and Action Plan	100000100	Salaries	\$45,204,630.00	100000100	Salaries	\$51,923,910	\$51,923,910	\$51,923,910	\$51,923,910			
LSDBSP-F109	Outcome 9: Administrative and financial capability	Municipal Financial Viability and Management	Sound Financial Management and	Sound Financial Management Viability	To ensure sound financial and fiscal management and good governance	To ensure efficient and effective implementation of financial internal controls	FX9.1	Percentage compliance with MFSA Calendar for all Financial Reporting	100%	Output	Percentage (%)	100%	100%	100%	100%	Percentage compliance with MFSA Calendar for all Financial Reporting	100%	100%	100%	100%	100%	100%	100%	100%	Budget & Treasury Office	Quarterly	1. SF1 - submit monthly report to the Mayor, 2. SF2 - submit monthly report to the Mayor, 3. SF3 - submit monthly report to the Mayor, 4. SF4 - submit monthly report to the Mayor, 5. SF5 - submit monthly report to the Mayor, 6. SF6 - submit monthly report to the Mayor, 7. SF7 - submit monthly report to the Mayor, 8. SF8 - submit monthly report to the Mayor, 9. SF9 - submit monthly report to the Mayor, 10. SF10 - submit monthly report to the Mayor, 11. SF11 - submit monthly report to the Mayor, 12. SF12 - submit monthly report to the Mayor, 13. SF13 - submit monthly report to the Mayor, 14. SF14 - submit monthly report to the Mayor, 15. SF15 - submit monthly report to the Mayor, 16. SF16 - submit monthly report to the Mayor, 17. SF17 - submit monthly report to the Mayor, 18. SF18 - submit monthly report to the Mayor, 19. SF19 - submit monthly report to the Mayor, 20. SF20 - submit monthly report to the Mayor	100000100	Salaries	\$45,204,630.00	100000100	Salaries	\$51,923,910	\$51,923,910	\$51,923,910	\$51,923,910	\$51,923,910	\$51,923,910
LSDBSP-F110	Outcome 9: Administrative and financial capability	Municipal Financial Viability and Management	Sound Financial Management and	Sound Financial Management Viability	To ensure sound financial and fiscal management and good governance	To ensure efficient and effective implementation of financial internal controls	FX10.1	Financial liability in terms of debt coverage under the financial year	100%	Output	Percentage (%)	100%	100%	100%	100%	Financial liability in terms of debt coverage under the financial year	100%	100%	100%	100%	100%	100%	100%	Budget & Treasury Office	Quarterly	Quarter 1 - 4 - Loan repayment schedule and Section 79 Report (Table A) and Section 79 Report (Table B)	100000100	Salaries	\$45,204,630.00	100000100	Salaries	\$51,923,910	\$51,923,910	\$51,923,910	\$51,923,910			
LSDBSP-F111	Outcome 9: Administrative and financial capability	Municipal Financial Viability and Management	Sound Financial Management and	Sound Financial Management Viability	To ensure sound financial and fiscal management and good governance	To ensure efficient and effective implementation of financial internal controls	FX11.1	Financial liability in terms of debt coverage under the financial year	100%	Output	Month	1 Month	1 Month	1 Month	1 Month	Financial liability in terms of debt coverage under the financial year	100%	100%	100%	100%	100%	100%	100%	Budget & Treasury Office	Quarterly	Quarter 1 - 4 - Back Statements for primary and Section 79 Report (Table C)	100000100	Salaries	\$45,204,630.00	100000100	Salaries	\$51,923,910	\$51,923,910	\$51,923,910	\$51,923,910			
LSDBSP-F112	Outcome 9: Administrative and financial capability	Municipal Financial Viability and Management	Sound Financial Management and	Sound Financial Management Viability	To ensure sound financial and fiscal management and good governance	To ensure efficient and effective implementation of financial internal controls	FX12.1	Financial liability in terms of debt coverage under the financial year	100%	Output	Year	1 Year	1 Year	1 Year	1 Year	Financial liability in terms of debt coverage under the financial year	100%	100%	100%	100%	100%	100%	100%	Budget & Treasury Office	Annual	Quarter 1 - 4 - Calculation report proof of total assets for the year and total debt, including at year end (Table D)	100000100	Salaries	\$45,204,630.00	100000100	Salaries	\$51,923,910	\$51,923,910	\$51,923,910	\$51,923,910			
LSDBSP-F113	Outcome 9: Administrative and financial capability	Municipal Financial Viability and Management	Sound Financial Management and	Sound Financial Management Viability	To purchase tools of trade for the use by staff members and members of the municipality	To purchase IT equipment	FX13.1	Purchase of IT Equipment by June 2022	Purchase of IT Equipment by June 2022	Output	Reports	Purchase of IT Equipment	Purchase of IT Equipment	Purchase of IT Equipment	Purchase of IT Equipment by June 2022	Purchase of IT Equipment by June 2022	Purchase of IT Equipment by June 2022	Purchase of IT Equipment by June 2022	Purchase of IT Equipment by June 2022	Purchase of IT Equipment by June 2022	Purchase of IT Equipment by June 2022	Purchase of IT Equipment by June 2022	Purchase of IT Equipment by June 2022	Budget & Treasury Office	Quarterly	Quarter 1 - 4 - Delivery note and invoice	700000201	IT Equipment, Furniture and Equipment	\$146,363,178	700000201	IT Equipment, Furniture and Equipment	\$146,363,178	\$146,363,178	\$146,363,178	\$146,363,178			
LSDBSP-F114	Outcome 9: Administrative and financial capability	Municipal Financial Viability and Management	Sound Financial Management and	Sound Financial Management Viability	To purchase tools of trade for the use by staff members and members of the municipality	To purchase furniture and equipment	FX14.1	Purchase of Furniture and Equipment by June 2022	Purchase of Furniture and Equipment by June 2022	Output	Reports	Purchase of Furniture and Equipment	Purchase of Furniture and Equipment	Purchase of Furniture and Equipment	Purchase of Furniture and Equipment by June 2022	Purchase of Furniture and Equipment by June 2022	Purchase of Furniture and Equipment by June 2022	Purchase of Furniture and Equipment by June 2022	Purchase of Furniture and Equipment by June 2022	Purchase of Furniture and Equipment by June 2022	Purchase of Furniture and Equipment by June 2022	Purchase of Furniture and Equipment by June 2022	Purchase of Furniture and Equipment by June 2022	Budget & Treasury Office	Quarterly	Quarter 1 - BOC Minutes and tender advice, Quarter 2 - BOC Minutes and tender advice, Quarter 3 - BOC Minutes and tender advice, Quarter 4 - BOC Minutes and tender advice	700000201	Furniture and Equipment	\$146,363,178	700000201	Furniture and Equipment	\$146,363,178	\$146,363,178	\$146,363,178	\$146,363,178			
LSDBSP-F115	Outcome 9: Administrative and financial capability	Municipal Financial Viability and Management	Sound Financial Management and	Sound Financial Management Viability	To purchase tools of trade for the use by staff members and members of the municipality	To purchase Machinery Equipment	FX15.1	Purchase of Machinery Equipment by June 2022	Purchase of Machinery Equipment by June 2022	Output	Reports	Purchase of Machinery Equipment	Purchase of Machinery Equipment	Purchase of Machinery Equipment	Purchase of Machinery Equipment by June 2022	Purchase of Machinery Equipment by June 2022	Purchase of Machinery Equipment by June 2022	Purchase of Machinery Equipment by June 2022	Purchase of Machinery Equipment by June 2022	Purchase of Machinery Equipment by June 2022	Purchase of Machinery Equipment by June 2022	Purchase of Machinery Equipment by June 2022	Purchase of Machinery Equipment by June 2022	Budget & Treasury Office	Quarterly	Quarter 1 - BOC Minutes and tender advice, Quarter 2 - BOC Minutes and tender advice, Quarter 3 - BOC Minutes and tender advice, Quarter 4 - BOC Minutes and tender advice	700000201	MACHINERY & EQUIPMENT	\$146,363,178	700000201	MACHINERY & EQUIPMENT	\$146,363,178	\$146,363,178	\$146,363,178	\$146,363,178			
LSDBSP-F116	Outcome 9: Administrative and financial capability	Municipal Financial Viability and Management	Sound Financial Management and	Sound Financial Management Viability	To purchase tools of trade for the use by staff members and members of the municipality	Construction of municipal offices	FX16.1	Completion of construction of the Municipal Offices	Completion of construction of the Municipal Offices	Output	Reports	Completion of construction of the Municipal Offices	Completion of construction of the Municipal Offices	Completion of construction of the Municipal Offices	Completion of construction of the Municipal Offices	Completion of construction of the Municipal Offices	Completion of construction of the Municipal Offices	Completion of construction of the Municipal Offices	Completion of construction of the Municipal Offices	Completion of construction of the Municipal Offices	Completion of construction of the Municipal Offices	Completion of construction of the Municipal Offices	Completion of construction of the Municipal Offices	Budget & Treasury Office	Annual	Quarter 1 - Completion certificate signed by the BOC, Quarter 2 - Completion certificate signed by the BOC, Quarter 3 - Completion certificate signed by the BOC, Quarter 4 - Completion certificate signed by the BOC	700000201	LAND & BUILDING CONSTRUCTION OF MUNICIPAL OFFICE	\$146,363,178	700000201	LAND & BUILDING CONSTRUCTION OF MUNICIPAL OFFICE	\$146,363,178	\$146,363,178	\$146,363,178	\$146,363,178			