### A3861

## SUBMISSION OF THE 2020 / 2021 BUDGET AND IDP PROCESS PLAN (5/1/1/) (DIRECTOR STRATEGY AND SOCIAL DEVELOPMENT)

### Purpose of the report

To submit the 2020/2021 Budget and IDP Process Plan to Council for consideration.

### Legal Framework

Relevant documentation is attached to this report

Section 21 of the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) stipulates as follows:

### 21. Budget preparation process

(1) The mayor of a municipality must—

- (a) co-ordinate the processes for preparing the annual budget and for reviewing the municipality's integrated development plan and budget-related policies to ensure that the tabled budget and any revisions of the integrated development plan and budget-related policies are mutually consistent and credible;
- (b) at least 10 months before the start of the budget year, table in the municipal council a time schedule outlining key deadlines for—
  - (i) the preparation, tabling and approval of the annual budget;
  - (ii) the annual review of—
    - (aa) the integrated development plan in terms of section 34 of the Municipal Systems Act; and
    - (bb) the budget-related policies;
  - (iii) the tabling and adoption of any amendments to the integrated development plan and the budget-related policies; and
  - (iv) any consultative processes forming part of the processes referred to in subparagraphs (i), (ii) and (iii).

Section 29 of the Local government: Municipal Systems Act, 2000 (Act No. 32 of 2000) stipulates as follows:

### 29. Process to be followed

(1) The process followed by a municipality to draft its integrated development plan, including its consideration and adoption of the draft plan, must—

- (a) be in accordance with a predetermined programme specifying time-frames for the different steps;
- (b) through appropriate mechanisms, processes and procedures established in terms of Chapter 4, allow for—
  - (i) the local community to be consulted on its development needs and priorities;
  - (ii) the local community to participate in the drafting of the integrated development plan; and
  - (iii) organs of state, including traditional authorities, and other role players to be identified and consulted on the drafting of the integrated development plan;
- (c) provide for the identification of all plans and planning requirements binding on the municipality in terms of national and provincial legislation; and
- (d) be consistent with any other matters that may be prescribed by regulation.

Section 34 of the Local government: Municipal Systems Act, 2000 (Act No. 32 of 2000) stipulates as follows:

### 34. Annual review and amendment of integrated development plan - a municipal council-

(a) must review its integrated development plan-

- (i) annually in accordance with an assessment of its performance measurements in terms of section 41; and
- (ii) to the extent that changing circumstances so demand; and
- (b) may amend its integrated development plan in accordance with a prescribed process

Section 27 of the Local government: Municipal Systems Act, 2000 (Act No. 32 of 2000) stipulates as follows:

### 27. Framework for integrated development planning

- (1) Each district municipality, within a prescribed period after the start of its 40 elected term and after following a consultative process with the local municipalities within its area, must adopt a framework for integrated development planning in the area as a whole.
- (2) A framework referred to in subsection (1) binds both the district municipality and the local municipalities in the area of the district municipality, and must at least—
  - (a) identify the plans and planning requirements binding in terms of national and provincial legislation on the district municipality and the local municipalities or on any specific municipality;
  - (b) identify the matters to be included in the integrated development plans of the district municipality and the local municipalities that require alignment;
  - (c) specify the principles to be applied and co-ordinate the approach to be adopted in respect of those matters:
  - (d) and determine procedures-
    - (i) for consultation between the district municipality and the local municipalities during the process of drafting their respective integrated development plans; and
    - (ii) (ii) to effect essential amendments to the framework

### Recommendation

That the submitted 2020 / 2021 Budget and IDP Process Plan be approved.

Dat die voorgelegde 2020 / 2021 Begroting en GOP Prosesplan goedgekeur word.

### <u>This item served before the Strategy & Social Development Portfolio Committee on 13 Aug 2019.</u> <u>Hierdie item het gedien by die Strategiese & Sosiale Ontwikkeling Portefeulje Komitee op 13 Aug 2019</u> <u>Aanbeveling / Recommendation</u>

That the submitted 2020 / 2021 Budget and IDP Process Plan be approved.

Dat die voorgelegde 2020 / 2021 Begroting en GOP Prosesplan goedgekeur word

NOTE: The annexure was distributed as part of the agenda for the Strategy & Social Development Portfolio Committee meeting of 13 August 2019 (pg. 56 – 57)

### This item served before the Executive Mayoral Committee on 20 August 2019 Hierdie item het voor die Uitvoerende Burgemeesterskomitee gedien op 20 Augustus 2019 Aanbeveling / Recommendation

That the submitted 2020 / 2021 Budget and IDP Process Plan be approved.

Dat die voorgelegde 2020 / 2021 Begroting en GOP Prosesplan goedgekeur word

# SUBMISSION OF THE 2020 / 2021 BUDGET AND IDP PROCESS PLAN (5/1/1/) (DIRECTOR STRATEGY AND SOCIAL DEVELOPMENT)

This item served before an Ordinary Meeting of Council on 27 August 2019 Hierdie item het gedien voor 'n Gewone Vergadering van die Raad op 27 Augustus 2019 Eenparig Besluit / Unanimously Resolved

That the submitted 2020 / 2021 Budget and IDP Process Plan be approved.

Dat die voorgelegde 2020 / 2021 Begroting en GOP Prosesplan goedgekeur word

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		2019 2019	9 2019	2019	2019	2019	2020	2020	2020
IDP and Budget Process Plan	Legal Requirements	July August	st September	October	November	December	January	February	March
IDP and Budget Process		-	-	-	-				1
.1 Submit to SMT	MFMA 21		7						
1.2 Approve process plan	MFMA 21		30						
.3 Notice to PGWC	Systems Act 29		G						
1.4 Public Notices of Process Plan	Systems Act 29		10						1
1.5 Strategic workshop with ward committees and inputs by communites in different wards				31					( I
1.6 Strategic Workshop with Directors					1				. 1
1.7 Strategic Workshop with Langeberg Mayco					8				
1.8 Strategic Workshop with Council					15				
Review IDF Fubic Meetings and Buoget									
a, r ruony viewings for the first needs Keylew				31					
2.3 Priorities from CWDM				31					
2.4 Ward Based Plan Review				10					
2.5 Priorities from Directors				16					
2.6 Drafting of Business Plans for Capital Projects - 20/21				11					
2.7 Report to MM on Propose Capital Projects - 20/21					0				
2.8 Submit Review IDP to Directors - Link Reviewed IDP to budget					22				
2.9 CWDM Coordinating Strategic Workshop					22				
2.10 Updating of IDP Document							31		- 1
Budget Process									- 1
3.1 Inputs for Operational Budget (Directors & OMT's)							17		1
3.2 Compliing of a Draft Budget for Discussion								21	
3.4 Americal of Oranizational Structure for Bud estar. Bud and the Mark	MFMA 21(1)(a)				29				
3.5 Compile Draft Budget							31		
3.6 Meeting with Mayor and MM	MEMA 31							28	1
3.7 Workshop Draft Budget with budget Steering Committee									
3.8 The Mayor tables the Budget, IDP and Budget Policies in Council	MEMA 16(2)								
3.9 Submit Electricity Tariffs to NERSA							21		1
3.10 Advertise the Budget, IDP and Budget Policies in News paper	MFMA 22(a)						10		
3.11 Submit tabled budget to National and Provincial Treasury	MFMA 22(b)								1
3.12 Ward based meetings on Budget and IDP	MFMA 23(a)								
3.13 Submit inputs received with comments to CFO and MM									
3.14 Submit inputs received with comments to Mayor									
3.15 Council consider approval of the Budget, IDP and Budget Policies	MFMA 24(1)								
3.16 Submit approved budget to National and Provincial Treasury	MFMA 24(3)								
3.17 Advertise approved tariffs in media and Provincial Gazette	Systems Act 75A								
Invite Provincial HOD's (Input for Provincial Budget) presentation on IDP needs									
4.1 SIME			30						
4.2 TIME								28	
4.3 IDP Managers Forum			5-6			5-6		1	
Performance Plans									
5.1 Compile Annual performance plans	Systems Act 38								
5.2 Sign performance plans	Systems Act 38								
3 Disclosure of performance plans	Systems Act 42								
5.4 Submission of plans to PGWC									
AIRIC									
6.1 Obtain Input form Directors and OMT's									
6.2 Compile SDBIP	MFMA 53								
6.3 Submit to SMT	MEMA 53								
6.4 Submit to EMT	MFMA 53								
	MFMA 53								
6.5 SDBIP approve by Mayor	TAR LAND BUD								

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# Compatibility Report for 2019-20 IDP Budget Process Plan v1.xls Run on 2018/08/02 10:28

If the workbook is saved in an earlier file format or opened in an earlier version of Microsoft Excel, the listed features will not be available.

Significant loss of functionality	# of occurrences	Version
Any effects on this object will be removed. Any text that overflows the	ш <b>л</b>	
	Process Plan'181:Q143	Excel 97-2003

# Minor loss of fidelity

One or more objects in this workbook such as shapes, WordArt, or text boxes		
may allow text to overflow the object boundaries. Earlier versions of Excel do		
not recognize this option and will hide overflowing text.		
	Process	Excel 97-2003
	Plan <sup>1</sup> B1:Q143	