

IDP01 of 2019

**DRAFT SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN FOR
2019/2020 FINANCIAL YEAR**

PURPOSE

The purpose of this item is to submit the draft Service Delivery and Budget Implementation Plan for 2019/20 Financial Year to S80 committee for consideration.

BACKGROUND

Municipalities are required in terms of the law to develop annual service delivery and budget implementations. The Municipality has submitted a draft SDBIP in the past financial year as the requirement has been lately enforced by application of the Local Government: Municipal Finance Management Act, No.56 of 2003 and the Municipal Systems Act, Act 32 of 2000 and regulations.

We are developing and submitting the document in compliance with pieces of legislation as follows:

Municipal Systems Act, Act 32 of 2000 states as follows:

- (1) “The mayor of a municipality must-
 - (c) take all reasonable steps to ensure-
 - (ii) that the municipality’s service delivery and budget implementation plan is approved by the mayor within 28 days after the approval of the budget;
- (3) The mayor must ensure-
 - (a) That the revenue and expenditure projections for each month and the service delivery targets and performance indicators for each quarter, as set out in the service delivery and budget implementation plan, are made no later than 14 days after the approval of the service delivery and budget implementation”

Municipal Financial Management Act, Act 56 of 2003: Circular 13:

“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”.

This is the first draft SDBIP for 2019/2020 submitted together with the draft IDP to S80 committee and will also be submitted to MAYCO for consideration on the 20th March 2019 and council of the 26th March 2019. Another final draft SDBIP will then be submitted for consideration after public participation process has been finalized.

LEGAL IMPLICATIONS

The following pieces of legislations gave legal basis for the development of the plan:

1. Municipal Finance Management Act 2003:

Section 53 of the Municipal Systems Act states:

- (3) “The mayor of a municipality must-
 - (c) take all reasonable steps to ensure-
 - (ii) that the municipality’s service delivery and budget implementation plan is approved by the mayor within 28 days after the approval of the budget;

2. **National Treasury: Circular 13:** p.1. “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”.

FINANCIAL IMPLICATION

There is no financial implications in developing the draft SDBIP for 2019/2020

RECOMMENDATIONS

It is recommended that;

1. The S80 committee considers the draft Service Delivery and Budget Implementation Plan for 2019/2020.
2. The Draft Service Delivery and Budget Implementation plan for 2019/2020 be submitted to MAYCO for consideration.

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3. That the draft SDBIP for 2019/2020 be submitted to Offices of the Provincial and National Treasuries as well as Provincial COGTA.

IDP02 of 2019

TO REQUEST THE COMMITTEE TO NOTE AND GIVE INPUTS & RECOMMENDATIONS ON AG FINDINGS ON IT SYSTEMS FOR 2018/9

PURPOSE

To request the Committee to note and give inputs and recommendation on AG Findings on IT Systems and a way forward in mitigating these findings.

BACKGROUND

Matjhabeng ICT has been without policies that governs it since the establishment of this unit, then it has been dysfunctional and exposed to all sorts of attacks from its users. Consequently, AG always has undesirable reports about ICT.

In mitigating issues raised by AG, ICT has managed to do the following thus far:

- Established ICT Steering Committee
- Developed
 - ICT Governance Framework
 - ICT Strategic Plan
 - ICT Information Security Policy
 - Antivirus Policy and
 - ICT Steering Committee Terms of Reference

All the policies/plan/framework and terms of reference were noted by the committee (*meetings held on the 10 March 2018 and 18 September 2018*) that took a resolution was taken that the policies be move to the next committees EXCO, MAYCO then COUNCIL for urgent approval, there was never a movement since then on the policies/plan/framework. The establishment of the ICT Steering committee first meeting took place on the 29th June 2019, thereafter there was none?

RECOMMENDATIONS

1. That a Committee note the AG Findings report and gives its inputs and recommendations on a way forward.

IDP03 of 2019

TO INFORM A COMMITTEE ABOUT THE ICT SERVICES THAT ARE ADVERTISED FOR TENDERING

PURPOSE

To inform a Committee about the ICT services that went out as tenders' adverts.

BACKGROUND

ICT has been engaging in illegal business with almost every service provider. This was regarded as irregular expenditure. The following services have been advertised:

1. Telephone System
2. Internet
3. Wireless network
4. Paperless Agenda and
5. Network visualization including support and maintenance

However, the following services we are still deviating for:

1. Forest technologies – They are our Microsoft Gold Partner, after 2020, we will buy licenses directly from Microsoft to eliminate a middle man. **A saving is projected to**
2. Telkom VPN – Provide us with Virtual Private Network – A specification will be developed for this service.

RECOMMENDATIONS

1. That a Committee note a report.

IDP04 of 2019

TO REQUEST A COMMITTEE TO SUPPORT A PLAN OF PROCURING TABLETS FOR ALL COUNCILLORS

PURPOSE

To request a Committee to give a support to a plan of ICT to upgrade all the Councillors with Tablets when they are due for renewal.

BACKGROUND

Council took a resolution that Council Agenda should be paperless. Consequently, ICT executed the mandate by providing all required tools of trade for the Councillors. Some Councillors chose to use laptops accompanied Wi-Fi routers than tablets. These tools of trade enable Councillors to download agenda wherever they are. However, a challenge with most Councillors chose to have laptops is that they cannot still operate with their tools of trade on their own, they always require assistance from ICT.

Most Councillors are still unable to connect their Wi-Fi routers in order to connect to the Internet, they will always say their data is depleted, or give any other reason. Besides the fact that this always creates inconvenience in IT when the meetings approach, it poses a threat of the network being infected by Virus because ICT is forced to download using a network especially where data is depleted. However, with Councillors that use Tablets, there was never challenges.

RECOMMENDATIONS

1. That a Committee gives a thumb up on ICT's plan of procuring Tablets for all the Councillors

IDP05 of 2019

TO INFORM A COMMITTEE ABOUT THE CHALLENGES OF IT USERS LEAVING THE MUNICIPALITY/TRANSFERRED WITHOUT ICT BEING INFORMED

PURPOSE

To request the Committee to note and give inputs and recommendation on a way forward in mitigating the challenges of employees who are ICT Users leaving with Municipal equipment during termination of their service, being transferred to other departments without ICT being informed and transferring IT equipment amongst themselves without ICT consent.

BACKGROUND

ICT within the municipality is essential to manage communications, information and knowledge necessary to ensure service delivery requirements. Information technology department also plans, operates and supports an organization's IT infrastructure, enabling business users to carry out their roles efficiently, productively and securely. Therefore, all necessary tools of trade are provided.

RECOMMENDATIONS

1. That a Committee gives its inputs and recommendations on a way forward.

IDP06 of 2019

PROGRESS ON THE FIRST DRAFT REVIEWED INTEGRATED DEVELOPMENT PLAN FOR THE FINANCIAL YEAR 2019/2020

PURPOSE

To present to the S80 Committee sitting progress towards the Draft Reviewed Integrated Development Plan (IDP) for the Financial Year 2019/2020 for consideration in terms of Chapter 5 of the Municipal Systems Act

BACKGROUND

In terms of Municipal Systems Act No. 32 of 2000, local municipalities are required to submit their revised Integrated Development Plans every year, no later than the 31st of March, to Council for consideration.

The Draft IDP for 2018/2019 was noted by Council on the 28nd March 2018 and the following resolutions were taken during the meeting:

COUNCIL RESOLVED: (28 MARCH 2018)

1. That Council **NOTES** progress on the first Draft revised IDP for the Financial Year 2018/2019.
2. That the first draft revised IDP **BE SUBJECTED** to public consultation as per adopted IDP process plan.
3. That the draft IDP **BE WARD-BASED** and **REALISTIC**.
4. That the draft IDP **MUST INCLUDE** inputs from previous and current consultations and both be incorporated to be re-tabled to Council for final approval.
5. That all Municipal Master Plans must **BE INCLUDED** in the IDP/ Budget for the 2018/19 financial year, before it is adopted.

The draft IDP was ultimately approved by Council for implementation in May 2018. Subsequent to approval and implementation of planned projects for the first six months of the 2018/2019 financial year, and as per the requirements of the law, Council received both financial and non-financial reports as per section 72 of the Municipal Finance Management Act of 2003 indicating achievements and challenges in terms of implementation of the planned projects in the IDP due to financial constraints.

An adjustment budget was then submitted to a special council held on the 28th February 2019 with the following resolutions:

COUNCIL RESOLVED: (28 FEBRUARY 2019)

1. That the Annual Budget 2018/19 **MUST NOT** be adjusted but should remain as it is.
2. That Council **APPROVES** the virements adjustments.
3. That the Municipal Manager and the CFO **MUST PERUSE** the budget, verify how much is available in votes which have savings, in order to use that money for the purchase of yellow fleet and thereafter submit that report to the next Ordinary Council.

LEGAL IMPLICATIONS

Municipal Systems Act No. 32 of 2000- Chapter 5(s34) clearly indicates that 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.

FINANCIAL IMPLICATIONS

The draft revised IDP for 2019/2020 is draft in-house.

RECOMMENDATIONS

1. That the S80 Committee considers progress on the first draft revised IDP for the Financial Year 2019/2020.
2. That the first draft revised IDP for the Financial Year 2019/2020 be submitted to MAYCO for consideration;
3. That a public participation process be undertaken before the draft IDP is approved by council.

IDP07 of 2019

Internal Audit Report

Purpose

To submit Internal Audit Report to Section 80 committee on Monitoring and Evaluation for noting.

Background.

In terms of section 166 of Municipal Finance Management Act, the Audit committee **must** advise the municipal council, the political office-bearers; the accounting officer and the management of the municipality on matters relating to internal financial control and internal audits; risk management; accounting policies; the adequacy, reliability and accuracy of financial reporting performance management; effective governance; compliance with this Act, the annual Division of Revenue Act and any other applicable legislation; performance evaluation; and any other issues referred to it by the municipality or municipal entity.

***** Attached on Page 01 to page 06 is the internal audit report.**

Financial implication

None

Legal implication

Section 166 of Municipal Finance management Act.

Recommendation

1. That the Section 80 committee on Monitoring and Evaluation note Internal Audit Report.