



FETAKGOMO TUBATSE LOCAL MUNICIPALITY

DRAFT IDP/BUDGET PROCESS PLAN FOR 2022/2023

Vision: “A developed platinum city for a sustainable human settlement”

Mission: Committed to provide efficient integrated services, radical Socio-economic transformation, and industrialization and enabling environment through partnerships for sustainable development.

Section 21(1)(b) of the Municipal Finance Management Act (MFMA) (no. 56 of 2003) generally echoes Section 28(1) of the Municipal Systems Act (MSA) (no. 32 of 2000) by prescribing that the Mayor of the Municipality must at least 10 months before the commencement of the financial year, table in the Council a time schedule outlining key deadlines for the preparations, tabling and approval of the annual budget and also the review of the Integrated Development Plan. **Below is the schedule for the IDP/Budget process for the 2022/2023 Financial Year** (i.e to inform the 1st Five Year of 2022 /2023 to 2026 IDP/Budget Cycle):

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2022/2023 IDP/BUDGET PROCESS PLAN 1ST

MONTH	ACTIVITY	TARGET DATE
July 2021	PREPARATORY PHASE	July 2021
	Review of previous year's IDP/Budget process plan, MTEF included. EXCO provides political guidance over the budget process and priorities that must inform preparations of the budget. IDP/Budget Steering Committee meeting. Consultation with established Committees and fora Signing of 2021/22 performance agreements by senior and Level 1 managers 4 th Quarter Performance Lekgotla (2020/21)	
August 2021	Ward-to-Ward based data collection/ priority needs. Collate information from ward based data. Submit AFS (Annual Financial Statements) for 2020/21 to AG. Submit 2020/21 Annual Performance Report to AG & Council Structures	August 2021
September 2021	ANALYSIS PHASE	September 2021
	Council determines strategic objectives for service delivery through IDP review processes and the development of the next 3 year budget (including review of sector departments plans). Determine revenue projections and propose tariffs and draft initial allocations per function and department for 2022/2023 financial year. Consult with provincial and national sector departments on sector specific programs for alignment (schools, libraries, clinics, water, electricity, roads, etc). Finalize ward based data compilation for verification in December 2021. Update Council structures on updated data.	
October 2021	STRATEGIES PHASE	October 2021
	Quarterly (1 st) review of 2021/22 budget, related policies, amendments (if necessary), any related consultative process. Begin preliminary preparations on proposed budget reviews for 2021/22 financial year with consideration being given to partial performance of 2021/22 1 st quarter EXCO Lekgotla for 2021/22 financial year Submission of 2021/22 1st Quarter performance report to council	
November 2021	PROJECTS PHASE	November 2021
	Confirm IDP projects with district and sector departments. Engage with sector departments' strategic sessions to test feasibility of attendance to planned sessions. Review and effect changes on initial IDP draft.	
December 2021	INTEGRATION PHASE	December 2021
	Review budget performance and prepare for adjustment of the 2021/22 Budget	

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	Consolidated Analysis Phase in place IDP/Budget Steering Committee meeting IDP Rep Forum.	
January 2022	Table Draft 2020/21 Annual Report to Council. Submit Draft Annual Report to AG, PT and COGHSTA Publish Draft Annual Report in the municipal jurisdiction (website etc). Prepare Oversight Report for the 2020/21 financial year. Mid-Year Performance Lekgotla/Review/Strategic Submission of 2nd quarter report to council Submission of Mid – Year report to Mayor, COGHSTA, National and Provincial treasury; Table Mid – year Report to council Planning Session, (review of IDP/Budget, related policies and consultative process).	January 2022
February 2022	Table Budget 2021/22 Adjustment (if necessary). Submission of Draft IDP/Budget for 2022/2023 to Management, relevant stakeholders & structures; Table adjusted SDBIP Conduct individual performance assessments	February 2022
March 2022	Council considers the 2022/2023 Draft IDP/Budget/SDBIP. Publish the 2022/2023 Draft IDP/Budget for public comments. Adoption of Oversight Report for 2020/21.	March 2022
April 2022	APPROVAL PHASE Submit 2022/2021 Draft IDP/Budget to the National Treasury, Provincial Treasury and COGHSTA in both printed & electronic formats. Community Consultation and with key stakeholders. 3rd Quarter Exco – Lekgotla; Submission of 3rd quarter performance report to council	April 2022
May 2022	IDP/Budget Steering Committee meeting. Submit Final Draft IDP/Budget for 2022/2023 with incorporated comments from stakeholders' consultation to Council for approval. Prepare SDBIP for 2022/2023 f/y.	May 2022
June 2022	Submission of the SDBIP to the Mayor. Prepare 2022/2023 Performance Agreements of MM, Senior Managers and Middle Managers for 2022/2023 performance year.	June 2022

For more information please contact Mkabela Serofe at 0725971479 or smkabela@tubatse.gov.za

MR. N W PHALA

MUNICIPAL MANAGER

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