

FRANCES BAARD DISTRICT MUNICIPALITY



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2017 / 2018

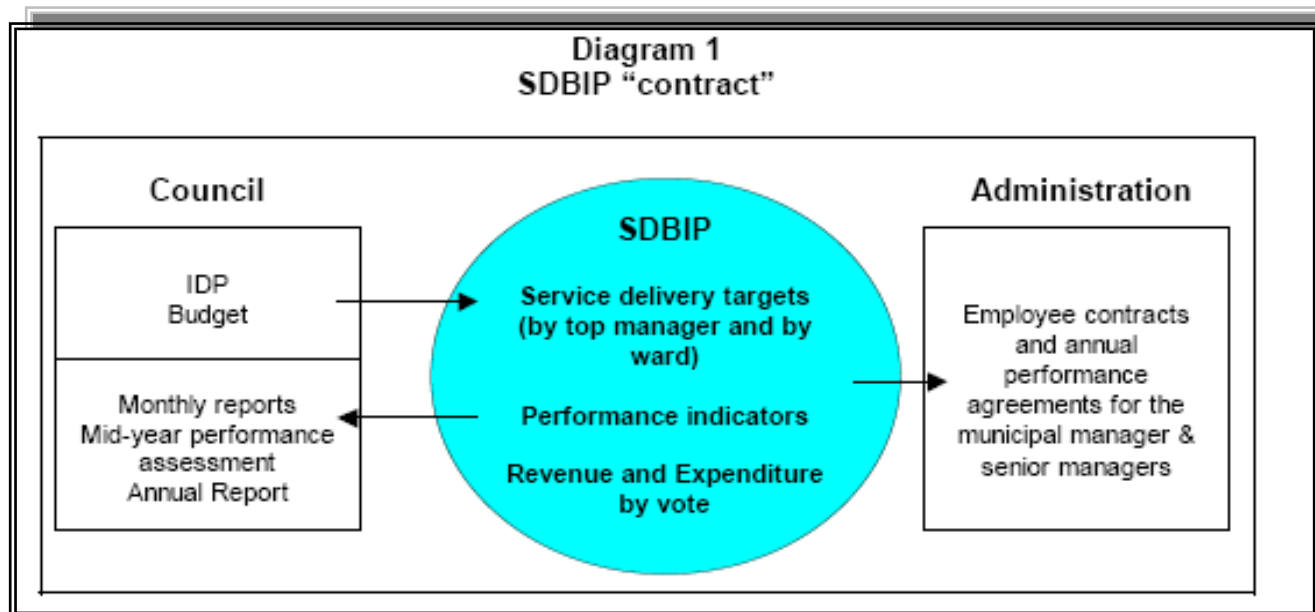
SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2017-2018

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1. INTRODUCTION

The Service Delivery and Budget Implementation Plan (SDBIP) seek to promote municipal accountability and transparency and is an important instrument for service delivery and budget monitoring and evaluation. The SDBIP is a partnership contract between the administration, council and community, which expresses the goals and objectives set by the council as quantifiable outcomes that can be implemented by the administration over the next twelve (12) months.



Chapter 1 of the Municipal Finance Management Act, (Act 56 of 2003) (MFMA) defines the SDBIP as a detailed plan approved by the mayor of a municipality in terms of section 53(1)(c)(ii) for implementing the municipality's delivery of services and the execution of its annual budget which must include (as part of the top-layer) the following:

(a) Projections for each month:

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- Revenue to be collected, by source, and
- Operational and capital expenditure, by vote.

(b) Service delivery targets and performance indicators for each quarter.

In terms of National Treasury's Circular No. 13 the SDBIP must provide a picture of service delivery areas, budget allocations and enable monitoring and evaluation. It specifically requires the SDBIP to include:

- Monthly projections of revenue to be collected for each source;
- Monthly projections of expenditure (operating and capital) and revenue for each vote;
- Quarterly projections of service delivery targets and performance indicators for each vote;
- Information for expenditure and delivery; and a
- Detailed capital works plan.

In terms of sections 69(3) (a) and (b) of the MFMA the accounting officer of a municipality must submit to the mayor within 14 days after the approval of an annual budget, a draft SDBIP for the budget year and drafts of the annual performance agreements as required in terms of section 57(1) (b) of the Municipal Systems Act (MSA) for the municipal manager and all senior managers. Furthermore, according to section 53(1) (c) (ii) and (iii) of the MFMA, the Executive Mayor is expected to approve the SDBIP within 28 days after the approval of the budget.

This coincides with the need to table at Council, drafts of the annual performance agreements for the municipal manager and all senior managers as required in terms of section 57(1) (b) of the MSA.

The FBDM's 2016/17 Medium-term Budget and Integrated Development Plan (IDP) have been approved by Council on 23 March 2016 in terms of the MFMA and the MSA respectively. The process leading to the draft Budget, IDP and business plans, which have an important bearing on the finalization of the SDBIP, includes the following elements:

- Departmental operational plans/departmental SDBIPs. These departmental SDBIPs provide the detailed plans and targets according to which the departments' performance will be monitored.
- The departmental SDBIP's/operational plans contain performance plans of line managers. The performance plans were formulated in terms of the IDP sector plans and the operational mandates relevant to each department. The performance plans forms the basis for the signing of the annual performance agreements of the municipal manager and senior managers. The SDBIP represents the key performance targets as captured across core departments.

The structure of the FBDM's 2017/18 SDBIP in the table below takes into account the pertinent legal requirements:

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SECTION	DESCRIPTION
Introduction	<ul style="list-style-type: none"> • Legislative description of the SDBIP • Components of the SDBIP
Capital Works Plan	<ul style="list-style-type: none"> • Three year capital works plan • Spatial Development Framework • A list of key capital projects to be implemented in the budget year broken down according to municipalities
High level Service Delivery Breakdown	<ul style="list-style-type: none"> • Municipal score card showing KPI's and targets
Budget Implementation Plan for 2017/18	<p>Monthly projections of revenue to be collected by source</p> <ul style="list-style-type: none"> • Monthly projections of expenditure of operating, and revenue for each vote • Monthly projection of capital by vote
Conclusion	<ul style="list-style-type: none"> • SDBIP as significant monitoring tool

The budget implementation section of the SDBIP is categorised in terms of votes as prescribed by the MFMA. In the case of the FBDM, votes indicate a budget allocation for core administration.

- Executive and Council
- Budget and Treasury
- Corporate Services
- Planning and Development
- Project Management and Advisory Services

2. CAPITAL WORKS PLAN

The capital budget of FBDM is focused on own capital expenditure needs such as computer equipment, upgrading of buildings, etc. and not so much on infrastructure services.

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2.1 Three-Year Capital Projects

The table below outlines the medium-term capital budget of the FBDM.

Vote Description	2013/14	2014/15	2015/16	Current Year 2016/17			2017/18 Medium Term Revenue &		
	Audited	Audited	Audited	Original	Adjusted	Full Year	Budget Year	Budget Year	Budget Year
	Outcome	Outcome	Outcome	Budget	Budget	Forecast	2017/18	+1 2018/19	+2 2019/20
Vote 1 - Executive & Council	-	-	-	-	-	-	195	-	-
Vote 2 - Budget & Treasury	-	-	-	-	-	-	897	400	310
Vote 3 - Corporate Services	-	-	-	-	-	-	1 149	130	130
Vote 4 - Planning & Development	-	-	-	-	-	-	35	-	-
Vote 5 - Project Management & Advisory Services	-	-	-	-	-	-	7 812	-	-
Total Capital Expenditure - Vote	-	-	-	-	-	-	10 087	530	440

2 Spatial Development Framework

A brief summary of the Spatial Development Framework (SDF) has been provided herewith. It highlights background to the SDF, the main issues identified by the SDF and objectives, strategies and projects formulated to address these spatial challenges.

Municipalities are required by the provisions of Section 26(e) of the Municipal Systems Act 2000 to prepare and adopt a SDF for their municipal area as part of the Integrated Development Plan. The objectives of SDF are clearly articulated under Section 4 of the Local Government: Municipal Planning and Performance Management Regulations 2001 and Section 18 of the Spatial Planning and Land Reform Act 16 of 2013. The Spatial Planning and Land Reform Act 16 of 2013 is the legislation and government policy that give municipalities the responsibility of preparing and adopting Spatial Development Frameworks for municipalities.

The SDF for Frances Baard District Municipality was adopted by Council in 2014.

2.3 Spatial Planning Issues

One of the principal objectives of SDF is the promotion of sustainable human settlement development. However, there are a number of factors in the FBDM region that pose to undermine the sustainable development of the region, namely:-

- Population increase: All the municipalities in the district with the exception of Phokwane Local Municipality are experiencing an increase in population growth;
- The urban settlements in FBDM are inefficient and expensive to maintain and live in, because they are not compact and creating infrastructure maintenance burdens to municipalities;
- Poor local land management problems, caused by poor agricultural practices and mining;
- The Harts-, the Vaal- and Modder rivers are under endangered conditions;
- Dwindling flora and fauna as the Vaalbos National Park was de-proclaimed;
- Mines are poorly rehabilitated as evidenced by various open quarries and pits in the FBDM region;
- High concentration of crime in urban areas.

2.4 Capital Projects to category B municipalities for 2017/18

Circular 13 of the MFMA calls for the provision of detailed capital works plans to ensure sufficient detail to measure and monitor delivery of infrastructure projects. It has to be appreciated that the breakdown of the capital works plan, is helpful in terms of showing the spread of FBDM's intervention in its provision of services.

This section provides a breakdown of capital expenditure across the FBDM. The capital projects for 2017/18 are broken down according to category B municipalities in the District.

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Description	2013/14	2014/15	2015/16	Current Year 2016/17			2016/17 Medium Term Revenue & Expenditure Framework		
	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2017/18	Budget Year +1 2018/19	Budget Year +2 2019/20
<u>OPERATIONAL: O&M</u>									
<i>Dikgatlong Municipality (NC092)</i>				2 500	2 500	2 422	2 500	2 000	2 000
<i>Magareng Municipality (NC093)</i>				2 500	2 500	2 440	2 500	2 000	2 000
<i>Phokwane Municipality (NC094)</i>				2 500	2 500	2 500	2 500	2 000	2 000
<i>Sol Plaatje Municipality (NC091)</i>				2 500	2 500	2 309	2 500	2 500	2 500
<u>CAPITAL</u>									
<i>Dikgatlong Municipality (NC092)</i>				10 000	10 000	9 850	3 500	3 500	
<i>Dikgatlong Municipality (NC092) (Roll over)</i>				2 600	2 600	2 600	1 000		
<i>Magareng Municipality (NC093)(Roll over)</i>				-	-	-	5 000		
<i>Magareng Municipality (NC093)</i>				5 000	5 000	5 000			
<i>Phokwane Municipality (NC094)</i>				5 000	5 000	4 500			
<i>Phokwane Municipality (NC094) (Roll over)</i>				1 200	1 200	1 200	1 000		
<i>Sol Plaatje Municipality (NC091)</i>				5 000	5 000	5 500			
<i>Frances Baard</i>				5 000	5 000	4 789			
<i>Total Operational and Capital</i>	-	-	-	32 600	32 600	31 621	20 500	12 000	8 500

3. HIGH-LEVEL SERVICE DELIVERY BREAKDOWN

The FBDM is required in terms of the SDBIP, to provide non-financial measurable performance objectives in the form of service delivery targets and other performance indicators. Service delivery targets relate to the level and standard of services being provided to the community. It also includes targets for the reductions in backlogs of basic services according to Circular 13 of the MFMA. The SDBIP provides high level, but condensed public information on service delivery to all stakeholders within and outside the district.

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The SDBIP is conceptualized as a layered plan dealing with consolidated service targets and in-year deadlines and linking such targets and deadlines to top management. The Municipal Score Card represents a consolidation of all the FBDM detailed service delivery targets and performance indicators as captured in the operational plans, the performance plans and score cards of the managers in the various departments of the municipality.

In terms of the objectives, strategies and projects as listed in the IDP and the budget, Frances Baard District Municipality commits itself as follows:

3.1 MUNICIPAL STRATEGIC OBJECTIVES:

1. To provide sustainable municipal services in the district;
2. To implement municipal institutional development and transformation in the district;
3. To promote local economic development in the district;
4. To promote municipal financial viability and management in the district; and
5. To promote and implement good democratic governance and public participation in the district.

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3.2 FBDM PERFORMANCE PLAN / OPERATIONAL PLAN / SCORE CARD - 2017/18 Financial Year:

FBDM PERFORMANCE PLAN / SCORE-CARD - 2017/18									
KEY PERFORMANCE AREA (KPA's)	KEY PERFORMANCE INDICATORS (KPI's)	Baseline	Annual Targets	Measure	Verification	Quarterly Projections			
IDP GOALS	IDP OBJECTIVES	30/06/2017	2017/18	Unit	PoE	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
KPA 1: Sustainable Municipal Infrastructure Development and Basic Service Delivery.									
Sub-KPA 1.1: Improved access to sustainable basic services in the district.	1. Percentage support and assistance the 4 LMs in identification, prioritisation and review of projects.	Infrastructure needs list from LM's for 2017/18	100% Approved Allocations for 2018/19	% Completion: Once-off activity	Council Resolution	-	-	-	100%
	2. Amount (R) spent/% projects progress in the provision of potable water to households in the district.	Allocation for 2017/18 (R 10 500 000)	100% Spending of allocation (R 10 500 000)	Amount spent (R) and Progress in %	Quarterly Project Reports and spending (R)	10% (R 1 050 000)	32,38% (R 3 400 000)	73,33% (R 7 700 000)	100% (R 10 500 000)
	3. Amount (R)% spent on support to LMs in maintenance of municipal infrastructure in the district.	Allocation for 2017/18 (R 10 000 000)	100% Spending of allocation (R 10 000 000)	Amount spent (R) and progress in %	Quarterly Project Reports and spending (R)	5% (R 500 000)	30% (R 3000 000)	80% (R 8 000 000)	100% (R 10 000 000)
	4. Amount (R)% spent on the DORA grant in supporting LMs with Transport Planning in the district.	Allocation for 2017/18 (R 2 516 000)	100% Spending of allocation (R 2 516 000)	Amount spent (R) and progress in %	Quarterly Project Reports and spending (R)	10% (R 251 600)	30% (R 754 800)	60% (R 1 509 600)	100% (R 2 516 000)
	5. Amount (R)% spent on grants (DORA & EPWP) in supporting L/M's in the district.	Allocation for 2017/18 (R 1 168 000)	100% Spending of allocation (R 1 168 000)	Amount spent (R) and progress in %	Quarterly Project Reports and spending (R)	5% (R 58 400)	30% (R 350 400)	60% (R 700 800)	100% (R 1 168 000)
	6. Number of jobs created through EPWP targets, achieved as per EPWP incentive agreements.(FTEs) for 2017/18	8 EPWP FTE's as per EPWP Integrated Grant to municipalities	8 EPWP FTE's as per EPWP Integrated Grant to municipalities	Number of FTEs	Quarterly Reports	1 13% of target	3 38% of target	5 63% of target	8 100% of target
	7. Percentage progress/amount spent on the extension of the existing office buildings in FBDM.	Existing office space	100% Spending of allocation (R 7 300 000)	Amount spent (R) / % progress	Quarterly projects reports and spending	10% (R 730 000)	43,90% (R 3 205 000)	80% (R 5 725 000)	100% (R 7 300 000)
Sub-KPA 1.2: Facilitation of the creation of sustainable human settlements	8. Percentage facilitation in the reduction of the housing backlog.	Reviewed human settlements sector plans and chapters	100%	Number %	Quarterly Reports	100%	100%	100%	100%
	9. Number / % of consumer education workshops conducted.	100%	8 = 100%	Number %	Quarterly Reports/Min	2 = 25% Reports/Min of Workshop	4 = 50% Reports/Min of Workshop	6 = 75% Reports/Min of Workshop	8 = 100% Reports/Min of Workshop

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FBDM PERFORMANCE PLAN / SCORE-CARD - 2017/18									
KEY PERFORMANCE AREA (KPA's)	KEY PERFORMANCE INDICATORS (KPI's)	Baseline	Annual Targets	Measure		Quarterly Projections			
IDP GOALS	IDP OBJECTIVES	30/06/2017	2017/18	Unit	PoE	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
KPA 2: Local Economic Development (LED)									
Sub-KPA: 2.1 Facilitation of growth and diversification of the District Economy.	10. Percentage progress in the implementation of projects aimed at the diversification of the economic base and improving district economic governance	Selected Projects 100%	5 Projects 100%	No of Projects/ % Progress	Quarterly Reports	4 - 16%	5 - 57,2%	3 - 71,2%	4 - 100%
	11. Percentage progress in the implementation of programmes/projects aimed at developing learning and skillful economy & supporting enterprises	Selected Programmes 100%	3 Projects 100%	Number / % progress	Quarterly Reports	3 - 29%	3 - 46,7%	3 - 66%	3 - 100%
	12. Percentage progress in the implementation of projects aimed at the development of inclusive economies.	Selected Programmes 100%	2 Projects 100%	Number / % progress	Quarterly Reports	1 - 37.5%	2 - 66,5%	2 - 95,83%	1 - 100%
Sub-KPA: 2.2 Development of a vibrant tourism sector economy.	13. Percentage progress on the programme to support and promote tourism development in the district.	Approved programmes and projects for 2017/18	5 programmes / projects 100%	No of programmes/ projects % Progress	Quarterly reports	5 - 41%	5 - 59%	5 - 78%	5 - 100%
	14. Percentage progress in the establishment and expansion of a destination brand in the district.	Approved activities and programmes for 2017/18	3 Main activities and programmes 100%	Number of main activities and programmes/ % progress	Quarterly reports	3 - 28%	3 - 59%	3 - 79%	3 - 100%
	15. Percentage facilitation of strategic partnerships and participation of tourism role players in the district.	Functional Association	4 Assosiation Meetings 100% facilitated	Number of meetings	Quarterly reports	1 - 25%	2 - 50%	3 - 75%	4 - 100%

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FBDM PERFORMANCE PLAN / SCORE-CARD - 2017/18									
KEY PERFORMANCE AREA (KPA's)	KEY PERFORMANCE INDICATORS (KPI's)	Baseline	Annual Targets	Measure	Verification	Quarterly Projections			
IDP GOALS	IDP OBJECTIVES	30/06/2017	2017/18	Unit	PoE	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
KPA 3: Institutional Development and Transformation.									
Sub-KPA 3.1: Environmental Management.	16. Percentage progress on the programme of implementing effective and sustainable municipal health services in the district.	2016/17 Programmes Completed	3 Projects 100% completed	% = Program Number of Activities	Quarterly reports	25%	50%	75%	100%
	17. Percentage progress on the programme to improve environmental planning and management in the district.	2016/17 Programmes Completed	4 Programmes 100% completed	% = Program Number of Activities	Quarterly reports	25%	50%	75%	100%
Sub-KPA 3.2: Disaster Management.	18. Percentage completion of projects and programmes aimed at disaster management capacity building in 3 local municipalities of the district.	2016/17 Programmes Completed	100%	% Compliance with Training Plan	Number of volunteers trained	25%	50%	75%	100%
	19. Percentage implementation of response recovery mechanisms in the 3LMs of the district as per the DDMP.	2016/17 Programmes Completed	100% Implementation	% Compliance	Quarterly reports	20%	50%	75%	100%
	20. Percentage completion of projects and programmes aimed at capacity building in fire fighting for 3 local municipalities in the district.	2016/17 Programmes Completed	100% Implementation of planned programmes and projects.	% Compliance with D/M Plan	Monthly reports	25%	50%	75%	100%
	21. Percentage maintenance of the security systems in FBDM.	2016/17 Programmes Completed	100%	% Compliance with DM Plan	Monthly reports	100%	100%	100%	100%
Sub-KPA 3.3: Human Resource Development.	22. Percentage compliance with HR legislative framework in FBDM for the 2017/18 FY.	100% Compliance in 2016/17 FY	100% Compliance	% Compliance	Quarterly reports	100%	100%	100%	100%
	23. Percentage development of an HR Strategy for FBDM by 2017/18 FY.	2007 Approved HR Strategy	1 HR Strategy for FBDM	Draft HR Strategy	Progress Reports	25%	50%	75%	100%
	24. Percentage implementation of a support programme to assist the 3 LMs in the district with HR management compliance for the 2017/18 FY.	Support provided in 2016/17 FY.	100%	% Compliance	Quarterly reports	100%	100%	100%	100%

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FBDM PERFORMANCE PLAN / SCORE-CARD - 2017/18									
KEY PERFORMANCE AREA (KPA's)	KEY PERFORMANCE INDICATORS (KPI's)	Baseline	Annual Targets	Measure	Verification	Quarterly Projections			
IDP GOALS	IDP OBJECTIVES	30/06/2017	2017/18	Unit	PoE	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
KPA 3: Institutional Development and Transformation continue ...									
Sub-KPA 3.4: Records Management.	25. Percentage compliance with the Provincial Archives Act in FBDM and at the LMs for the 2017/18 FY.	100% Compliant	100%	% Compliance	Quarterly reports	100%	100%	100%	100%
	26. Percentage provision of an effective and cost-efficient office support functions rendered to FBDM for 2017/18 FY.	100% Office support rendered for 2016/17	100%	% Compliance	Quarterly reports	100%	100%	100%	100%
	27. Percentage implementation of the maintenance plan rendered to FBDM buildings for the 2017/18 FY.	2016/17 Maintenance projects complete	100%	% Compliance	Maintenance Reports	25%	50%	75%	100%
Sub-KPA 3.5: Information Communication Technology. (ICT)	28. Percentage improvement and maintenance of ICT infrastructure in FBDM in the 2017/18 FY.	Approved activities/ projects for 2017/18	100%	% Improved accessibility	Quarterly reports on accessibility	25%	50%	75%	100%
	29. Percentage implementation of ICT support programmes for the 3 LMs for the 2017/18 FY.	100% Support provided as per request	100%	% Compliance	Quarterly reports	20%	50%	70%	100%
Sub-KPA 3.6: Integrated Development Planning. (IDP)	30. Percentage facilitation of IDP preparation and review in FBDM in compliance with relevant legislation and policies by 2017/18 FY.	5 / 100%	100%	% Credible IDP processes completed	Quarterly reports / Process Plans	25%	50%	75%	100%
	31. Percentage support to LMs in the facilitation of IDP preparation and review in compliance with relevant legislation and policies by 2017/18 FY.	3/ 100%	3/ 100%	% Credible IDP processes completed	Quarterly Reports/Process Plans	3/ 25%	3/ 50%	3/ 75%	3/ 100%
Sub-KPA 3.7: Performance Management. (PMS)	32. Percentage implementation of a support programme for the provision of assistance to the 3 LMs on PMS compliance.	Support provided as and when requested.	100% Support	% Compliance	Quarterly reports and appraisals	25%	50%	75%	100%
	33. Percentage compliance with a functional institutional performance management system in FBDM for 2017/18 FY.	100%	100%	% Compliance	Quarterly reports	25%	50%	75%	100%

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FBDM PERFORMANCE PLAN / SCORE-CARD - 2017/18									
KEY PERFORMANCE AREA (KPA's)	KEY PERFORMANCE INDICATORS (KPI's)	Baseline	Annual Targets	Measure	Verification	Quarterly Projections			
IDP GOALS	IDP OBJECTIVES	30/06/2017	2017/18	Unit	PoE	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
KPA 3: Institutional Development and Transformation continue ...									
Sub-KPA 3.8: Town and Regional Planning.	34. Percentage facilitation of the development of urban areas in accordance with approved spatial plans in the 3 LM's for the 2017/18 FY.	Approved Spatial Plans	100% Compliance with SPLUMA	% Compliance	Quarterly reports	100%	100%	100%	100%
	35. Percentage creation of integrated GIS services in the district for the 2017/18 FY.	Phokwane & Dikgatlong 100%	100% Sol Plaatje	Completed activities % Completion	Quarterly Reports	25%	50%	75%	100%
Sub-KPA 3.9: Geographical Information System. (GIS)	36. Percentage implementation of GIS a programme to improve its use as a planning tool in the district for the 2017/18 FY.	3 Workshops conducted in 2016/17 FY	100% implementation of the GIS programme	% Implementation	Quarterly reports	25%	50%	75%	100%
	37. Percentage implementation of communication activities implemented in order to sustain a positive public opinion about service delivery in the district.	Planned Activities for 2017/18	Pre-selected activities completed 100%	% Progress on implementation of activities	Monthly Quarterly Reports	25%	50%	75%	100%
Sub-KPA 4.1: Communication.	38. Percentage implementation of communication programmes facilitated in collaboration with other government institutions to achieve effective communication networks in the district.	Planned Activities for 2017/18	Pre-selected programmes completed 100%	Number of programmes completed % progress	Quarterly reports	25%	50%	75%	100%
	39. Percentage implementation of a support plan for staff morale and motivation in FBDM.	100%	1 / 100%	% Progress	Quarterly surveys and reports	25%	50%	75%	100%
Sub-KPA 4.2: Risk Management.	40. Percentage risk assessments performed in the FBDM and 2 LMs by 2017/18 FY.	2016/2017 Risk Registers	100% completion of risk assessments	% progress	Quarterly Reports	25%	50%	75%	100%
	41. Percentage implementation of fraud prevention programme in FBDM by the 2017/18 FY.	Approved FBDM Fraud Prevention Strategy, Policy and Plan	100% completion of fraud prevention programme	% progress	Quarterly reports	25%	50%	75%	100%

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FBDM PERFORMANCE PLAN / SCORE-CARD - 2017/18									
KEY PERFORMANCE AREA (KPA's)	KEY PERFORMANCE INDICATORS (KPI's)	Baseline	Annual Targets	Measure	Verification	Quarterly Projections			
IDP GOALS	IDP OBJECTIVES	30/06/2017	2017/18	Unit	PoE	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
KPA 4: Good Governance and Public Participation.									
Sub-KPA 4.3: Internal Audit.	42. Percentage compliance with quarterly assessments to evaluate and contribute to the establishment of effective control processes in FBDM and the 2 LMs	100% Implemented 2016/17 Audit plan	100% Implementation of the audit plan	Monthly / Quarterly I/A reports	Monthly / Quarterly I/A reports	25%	50%	75%	100%
	43. Percentage assessment of matters relating to compliance with legislation to ensure sustainable management of financial affairs and performance management in FBDM in the 2 LMs.	100% Implemented 2016/17 Audit plan	100% Implementation of the audit plan	Monthly / Quarterly I/A reports	Monthly / Quarterly I/A reports	25%	50%	75%	100%
Sub-KPA 4.4: Legal and Compliance Services.	44. Percentage implementation of procedures for the provision of a comprehensive legal service in FBDM for the 2017/18 FY.	100% Compliance in 2016/17	100%	% Compliance	Monthly Quarterly reports	100%	100%	100%	100%
	45. Percentage implementation of a support programme for the provision of legal services in the 3LMs for the 2017/18 FY.	100% Compliance in 2016/17	100%	% Compliance	Monthly Quarterly reports	100%	100%	100%	100%
Sub-KPA 4.5: Council, Committee Services & Administration.	46. Percentage facilitation of Council and committee meetings within FBDM as per the 2017/18 FY programme.	100% facilitation in 2016/17	100%	% Compliance	Signed agenda and minutes of Council and committee meetings	100%	100%	100%	100%
	47. Percentage compliance with Back to Basics reporting requirements in FBDM for the 2017/18 FY.	100% Compliance in 2016/17	100% Compliance	Monthly and Quarterly Reports	Monthly & Quarterly Reports	100%	100%	100%	100%
Sub-KPA 4.7: Youth Service	48. Percentage implementation of planned youth economic development initiatives in the district by 2017/18 FY.	100% Implementation in 2016/17	100% implementation	Number of youth economic development initiatives undertaken.	Quarterly Reports	25%	50%	75%	100%
	49. Percentage implementation of the support plan towards organised youth structures in the district by 2017/18 FY.	100% Support provided in 2016/17	100%	Number of organised youth structures supported.	Quarterly Reports	25%	50%	75%	100%
	50. Percentage implementation of the district youth skills development plan by 2017/18 FY.	100% Implementation in 2016/17	100%	% implementation	Quarterly Reports	25%	50%	75%	100%
Sub-KPA 4.8: Special Programmes	51. Percentage implementation of the special programmes plan in the district by 2017/18 FY.	100% coordination and monitoring provided in 2016/17	100%	Number of special programmes coordination, monitoring or facilitated	Quarterly Reports	25%	50%	75%	100%

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FBDM PERFORMANCE PLAN / SCORE-CARD - 2017/18									
KEY PERFORMANCE AREA (KPA's)	KEY PERFORMANCE INDICATORS (KPI's)	Baseline	Annual Targets	Measure	Verification	Quarterly Projections			
IDP GOALS	IDP OBJECTIVES	30/06/2017	2017/18	Unit	PoE	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
KPA 5: Municipal Financial Viability and Management.									
	52. Percentage compliance with all financial legislative reporting requirements and related guidelines from National Treasury.	100%	100%	% Compliance	Monthly Quarterly reports	100%	100%	100%	100%
	53. Percentage compliance with the legislative requirements for a sound supply chain management system in the municipality.	100%	100%	% Compliance	Monthly Quarterly reports	100%	100%	100%	100%
	54. Percentage compliance with the effective management of FBDM financial cash resources.	100%	100%	% Compliance	Monthly Quarterly reports	100%	100%	100%	100%
	55. Percentage implementation of MSCOA for the 2017/18 FY.	100%	100%	% progress	Monthly Quarterly reports	100%	100%	100%	100%
	56. Percentage implementation of a support programme for the provision of assistance to the 3LMs with sound financial management and related activities.	100%	100%	% Compliance	Monthly Quarterly reports	100%	100%	100%	100%

4. BUDGET IMPLEMENTATION PLAN FOR 2017/18

In respect of the budget implementation component of the SDBIP, circular 13 requires a breakdown by monthly projections of revenue to be collected for each source and monthly projections of operational and capital expenditure and revenue for each vote.

4.1 Monthly projections of revenue and expenditure by vote

The anticipated revenue for the 2017/18 financial year amounts to R125, 56m and the expenditure amounts to R135,25m
The table below provides a summary of the monthly projections for revenue and expenditure per vote.

4.2 Monthly projections: Capital expenditure by vote

The FBDM envisages a spending of R10, 87m on the capital budget for 2017/18 financial year. The capital budget will be funded from a combination of surplus cash, grants allocations and other public contributions. This is followed by monthly projections for the 2017/18 financial year for each vote.

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2017-2018

VOTE	July			August			September			October			November			December		
	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000
<u>Executive & Council</u>																		
Council	581	20	0	639	14	0	789	14	0	815	0	0	1 116	0	0	933	0	0
Municipal Manager	149	0	0	164	0	0	201	0	0	208	0	0	286	0	0	237	0	0
Committee Services & Administration	67	0	0	73	0	0	90	20	0	93	0	0	128	0	0	106	0	0
Internal Audit	182	0	0	200	0	0	246	0	0	254	0	0	349	0	0	289	0	0
Communications	118	0	0	130	0	0	159	12	0	165	0	0	226	0	0	187	0	0
Risk Unit	65	0	0	71	0	0	87	8	0	90	0	0	124	0	0	103	0	0
Political Office - Administration	157	0	0	172	0	0	211	52	0	219	0	0	300	0	0	248	0	0
Youth Unit	88	0	0	97	0	0	119	0	0	123	0	0	168	0	0	140	0	0
Legal & Compliance	48	0	0	53	0	0	65	0	0	67	0	0	92	0	0	76	0	0
<u>Budget & Treasury</u>																		
Directorate	357	0	1 250	391	0	0	480	0	0	497	0	0	682	0	0	565	0	0
Finance: Revenue & Expenditure	178	0	29 608	196	0	487	240	0	187	249	0	860	341	0	37 927	283	0	188
Finance: Budget Office	359	0	0	394	0	0	484	473	0	501	0	0	687	0	0	569	0	0
Finance: Supply Chain Management	182	0	0	199	0	0	245	0	0	253	0	0	347	0	0	288	0	0
Finance: Motor Vehicle Pool	2	0	0	2	0	0	3	0	0	3	0	0	4	0	0	4	0	0
<u>Corporate Services</u>																		
Director: Administration	84	0	0	92	0	0	114	0	0	118	0	0	161	0	0	134	0	0
Information Systems	262	0	0	287	0	0	354	72	0	366	333	0	502	0	0	416	0	0
Human Resource Management	273	0	0	299	0	0	368	0	0	381	0	0	522	0	0	433	0	0
Office support Services	478	0	0	525	0	0	645	0	0	667	67	0	916	97	0	760	0	0
Environmental Health	181	0	0	199	0	0	244	0	0	253	0	0	347	0	0	288	0	0
Firefighting & Disaster Management	373	0	0	410	0	0	504	11	0	521	0	0	715	0	0	593	0	0
<u>Planning & Development</u>																		
Directorate: Planning	78	0	0	86	0	0	106	0	0	109	0	0	150	0	0	124	0	0
Local Economic Development	299	0	0	328	0	0	404	0	0	418	0	0	573	0	0	475	0	0
GIS Management	97	0	50	300	0	0	369	0	0	382	0	0	524	0	0	435	0	0
Spacial Planning	156	0	0	106	0	0	130	0	0	135	0	0	185	0	0	153	0	0
Tourism	274	0	0	171	0	0	210	0	0	218	0	0	299	0	0	248	0	0
IDP Management	41	0	0	44	0	0	55	0	0	57	0	0	78	0	0	64	0	0
<u>Project Management & Advisory Services</u>																		
Directorate: Infrastructure Development	87	500	8 268	95	435	2 516	117	800	300	121	300	0	166	1 500	0	138	0	300
Project Management Services	1 420	0	0	1 558	0	0	1 916	0	0	1 981	0	0	2 718	0	0	2 256	0	0
Maintenance of Roads	52	0	0	57	0	0	70	0	300	73	0	0	100	0	0	83	0	300
Housing	270	0	0	296	0	0	365	0	0	377	0	800	517	0	0	429	0	0
Total by Vote	6 957	520	39 176	7 634	449	3 003	9 390	1 461	787	9 711	700	1 660	13 323	1 597	37 927	11 056	0	788

SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2017-2018

VOTE	January			February			March			April			May			June			Total		
	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000	Opex R000	Capex R000	Rev R000
<u>Vote1: Executive & Council</u>																					
Council	649	0	0	953	0	0	1 350	0	0	1 280	0	0	1 433	0	0	893	0	0	11 431	48	0
Municipal Manager	167	0	0	242	0	0	335	0	0	319	0	0	357	0	0	228	0	0	2 895	0	0
Committee Services & Administration	75	0	0	108	0	0	150	0	0	143	0	0	160	0	0	102	0	0	1 293	20	0
Internal Audit	204	0	0	295	0	0	409	0	0	390	0	0	436	0	0	278	0	0	3 532	0	0
Communications	132	0	0	191	0	0	265	0	0	253	0	0	282	0	0	180	0	0	2 289	12	0
Risk Unit	72	0	0	105	0	0	145	0	0	138	0	0	155	0	0	99	0	0	1 254	8	0
Political Office - Administration	175	0	0	254	0	0	352	0	0	335	0	0	375	0	0	239	56	0	3 038	108	0
Youth Unit	98	0	0	143	0	0	198	0	0	188	0	0	210	0	0	134	0	0	1 706	0	0
Legal & Compliance	54	30	0	78	0	0	108	0	0	102	41	0	115	0	0	73	0	0	929	0	0
<u>Vote2 - Budget & Treasury</u>																					
Directorate	399	0	0	577	0	0	800	0	0	762	0	0	852	0	0	544	0	0	6 908	0	1 250
Finance: Revenue & Expenditure	199	30	490	289	0	190	400	0	38 369	381	41	640	426	0	590	272	0	457	3 454	71	109 995
Finance: Budget Office	401	0	0	582	0	0	806	0	0	768	0	0	859	0	0	548	0	0	6 958	473	0
Finance: Supply Chain Management	203	0	0	294	0	0	408	0	0	388	3	0	434	0	0	277	0	0	3 518	3	0
Finance: Motor Vehicle Pool	2	0	0	4	0	0	5	0	0	5	350	0	5	0	0	3	0	43	43	350	43
<u>Vote3: Corporate Services</u>																					
Director: Administration	94	0	0	137	0	0	191	0	0	181	0	0	203	0	0	129	0	0	1 638	0	0
Information Systems	293	0	0	425	0	0	593	0	0	564	0	0	631	0	0	400	0	0	5 093	404	0
Human Resource Management	305	0	0	443	0	0	617	0	0	587	0	0	657	0	0	417	0	0	5 302	0	0
Office support Services	534	270	0	777	30	0	1 082	0	0	1 029	15	0	1 151	0	0	731	250	0	9 295	730	0
Environmental Health	202	0	0	294	0	0	410	0	0	390	0	0	436	0	0	277	5	0	3 519	5	0
Vote: Firefighting & Disaster Management	417	0	0	606	0	368	845	0	0	803	0	0	899	0	0	570	0	0	7 256	11	368
<u>Vote4: Planning & Development</u>																					
Directorate: Planning	87	0	0	127	0	0	177	0	0	168	0	0	188	0	0	119	0	0	1 520	0	0
Local Economic Development	334	0	0	486	0	0	677	0	0	644	0	0	720	0	0	457	0	0	5 815	0	0
GIS Management	306	0	0	445	0	0	619	0	0	589	0	0	659	0	0	418	0	0	4 455	0	0
Spacial Planning	108	6	0	157	0	0	218	0	0	208	0	0	232	0	0	148	0	0	1 409	6	0
Tourism	174	26	0	253	0	0	353	0	0	336	0	0	375	0	0	238	0	0	3 837	26	50
IDP Management	45	3	0	66	0	0	92	0	0	87	0	0	98	0	0	62	0	0	1 315	3	0
<u>Vote5: Project Management & Advisory Services</u>																					
Directorate: Infrastructure Development	97	566	0	141	0	300	196	1 500	0	187	0	0	209	1 212	0	133	1 000	268	1 686	7 812	11 952
Project Management Services	1 586	0	0	2 306	0	0	3 212	0	0	3 056	0	0	3 418	0	0	2 170	0	0	27 597	0	0
Maintenance of Roads	58	0	0	85	0	300	118	0	0	112	0	0	125	0	0	80	0	200	1 013	0	1 100
Housing	302	0	0	439	0	0	611	0	0	581	0	0	650	0	0	413	0	0	5 251	0	800
Total by Vote	7 774	930	490	11 299	30	1 158	15 743	1 500	38 369	14 975	450	640	16 753	1 212	590	10 633	1 311	968	135 249	10 087	125 558

5. CONCLUSION

The SDBIP is a significant intervention tool in the strengthening of democratic governance in the local sphere of government. The SDBIP prescribes that the FBDM's annual targets be provided in order to assist with implementation and monitoring. Regular reviews would compare targets with actual outcomes and revise future targets as necessary.

The SDBIP monitoring of actual revenue targets and spending against the budget will be reported monthly in terms of section 71 of the MFMA. In terms of section 71 of the MFMA, the accounting officer must not later than ten days after the last working day of each month, submit to the Executive Mayor and the relevant provincial treasury a statement on the state of the municipalities' budget, reflecting the following;

- Actual revenue, per revenue source;
- Actual borrowings;
- Actual expenditure, per vote;
- Actual capital expenditure, per vote;
- The amount of any allocations received;

And explanation of:

- Any material variances from what the municipality have projected on revenue by source, and from the municipality's expenditure projections per vote;
- Any material variances from the service delivery and budget implementation plan and;
- Any remedial or corrective steps taken or to be taken to ensure that projected revenue and expenditure remain within the municipality's approved budget.

The SDBIP therefore provides an excellent basis for the councilors of the FBDM to monitor the implementation of service delivery programmes and initiatives across the district. The score card in the SDBIP presents a clear mandate to councilors in terms of playing their oversight function. Regular reports are presented to the section 79 committees in terms of the commitments made in the departmental/unit operational plans.

Administratively, the SDBIP facilitates proper monitoring of performance by senior management and the municipal manager against set targets. The municipal manager's commitments as indicated in the score card will enable the Executive Mayor and the Mayoral Committee to monitor the progress of FBDM in terms of implementing programmes and initiatives in the district. Similarly, the municipal manager is being provided with a tool to ensure accountability for all the key performance indicators in the score card of the municipality.


SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2017-2018

SUBMITTED BY:


Municipal Manager

DATE: 26/07/2017

APPROVED BY:


Executive Mayor

DATE: 26/07/2017