CAPE WINELANDS DISTRICT
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# IDP and Budgeting for Integrated Development

**"Establishing the link between the IDP, Budget and Service Delivery"**

***(A case study of the processes in Cape Winelands District Municipality)***

**Presented by Feizal Toefy**

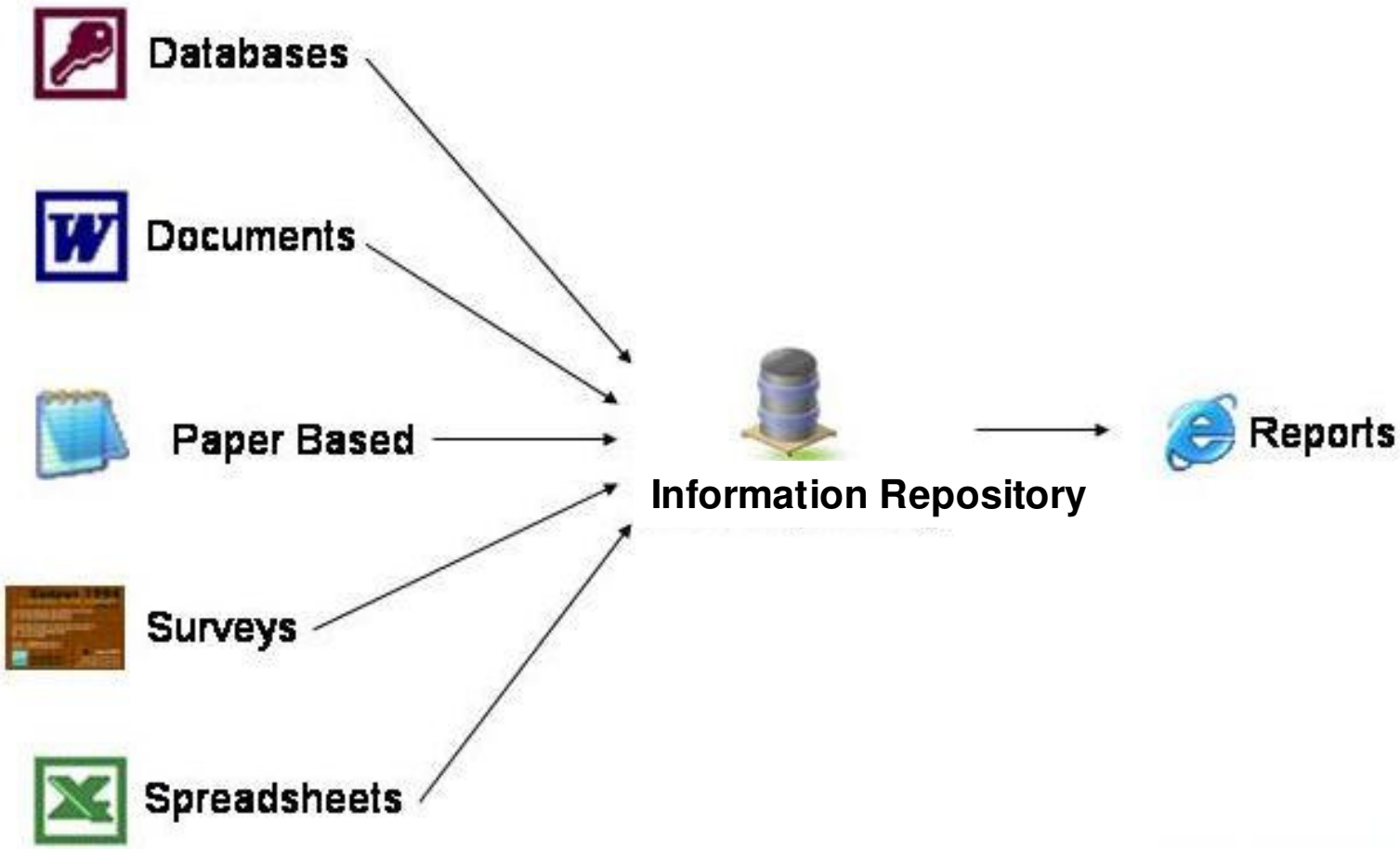
**Integrated Development Planning Conference**

**11 March 2005**

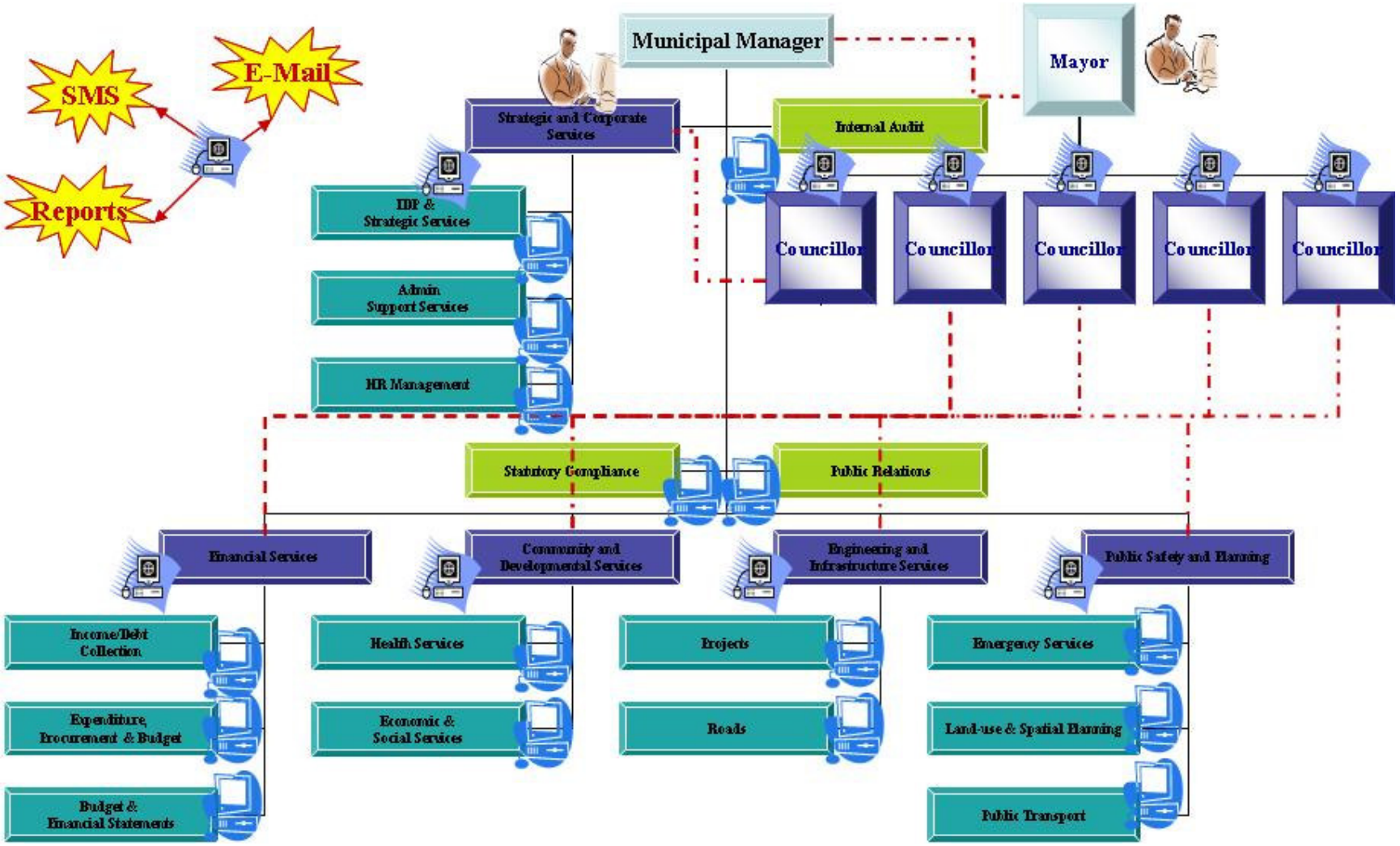
# CONTENT

1. Technology
2. Roles and Responsibilities
3. Stakeholder Input
4. Projects
5. Performance Monitoring

# Technology linkages



# Linking functionaries



# Functionality

- Internet based
- Alerting mechanism with threshold levels
- Document uploading
- Online reporting
- Audit trails

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| | OVERARCHING ROLES AND RESPONSIBILITIES (VALUE CHAIN) | | | | |
|---|---|---|---|---|---|
| **DIRECTORATES** | **Consultation** | **Development And Planning** | **IDP management & Implementation** | **Provision of Services** | **Government Compliance** |
| **Financial Services** | • Consults with Depts for budgetary input<br>• Consults with B-municipalities<br>• Consults with Treasury | • Make provision for financial objectives within IDP | • Implement budget and MTEF framework as per IDP | • Financial Administration and support Services<br>• ICT Services | • Effective management of budget and capital provisions<br>• Compliance with AG report / MFMA and policies |
| **Community Developmental Services** | • Provides framework for community participation in LED and Health programs<br>• Have ongoing community participation | • Develop LED programs and projects<br>• Develop Social Dev programs and projects<br>• Develop Health programs and projects | • Ensure community involvement and participation in IDP<br>• Implement IDP CDS programs and projects | • LED<br>• CD services<br>• Health and primary care<br>• Environmental Health<br>• Tourism | • Meet targets for development and community services<br>• Ensure public consultation and participation<br>• Skills Development<br>• Equity policy |
| **Executive Mayoral Services** | • Consult with B-municipalities and public | • Oversee IDP Development<br>• Oversee appropriate policies and by-laws | • Approve IDP<br>• Oversee IDP implementation | • Priority Programme and Project Implementation<br>• Oversee services | • Ensure Compliancy<br>• Oversee policy dev<br>• Approve policy<br>• Promulgate by-laws<br>• Oversee District Municipality |

# Impact Analysis

| Institutional Transformation and Financial Management | |
|---|---|
| **CWDM** | **Community** |
| • Strategic and corporate services management<br>• Financial Management<br>• Development and maintenance of information technology<br>• Statutory compliance management<br>• Internal and external audit<br>• Intergovernmental and Public relations | • Improved information<br>• Improved service delivery<br>• Efficiency, lower costs<br>• Better governance and accountable<br>• Employment Equity in terms of the EE Act<br>• Skills Development in terms of the Skills Development Act<br>• Ongoing community participation<br>• Accountability of CWDM officials and councilors to society<br>• Communication between municipalities and civil society<br>• Community partnerships |
| **Local Business** | |
| • Privatisation of services<br>• Transparency on part of municipality with regard to plans<br>• Public Private Partnerships<br>• Comply with Procurement Policy<br>• Service Providers (SARS) | |
| **B-Municipalities** | **Government** |
| • The need for transparency on the part of the municipalities with regard to plans<br>• Access of civil society to municipal facilities and services<br>• Communication between municipalities, civil society and SPs<br>• The need for transparency on the part of the municipalities with regard to plans<br>• The accountability of municipalities and councilors to civil society<br>• Co-operative governance co-ordination, facilitation, monitoring<br>• Provide PIMS input/support | • Employment Equity in terms of the EE Act<br>• Skills Development in terms of the Skills Development Act<br>• Civil society participation in decision-making processes.<br>• Treasury Regulations<br>• MFMA<br>• King report<br>• Civil society participation in decision-making<br>• PFMA<br>• Participate in provincial and national government<br>• Growth and Development Summit |

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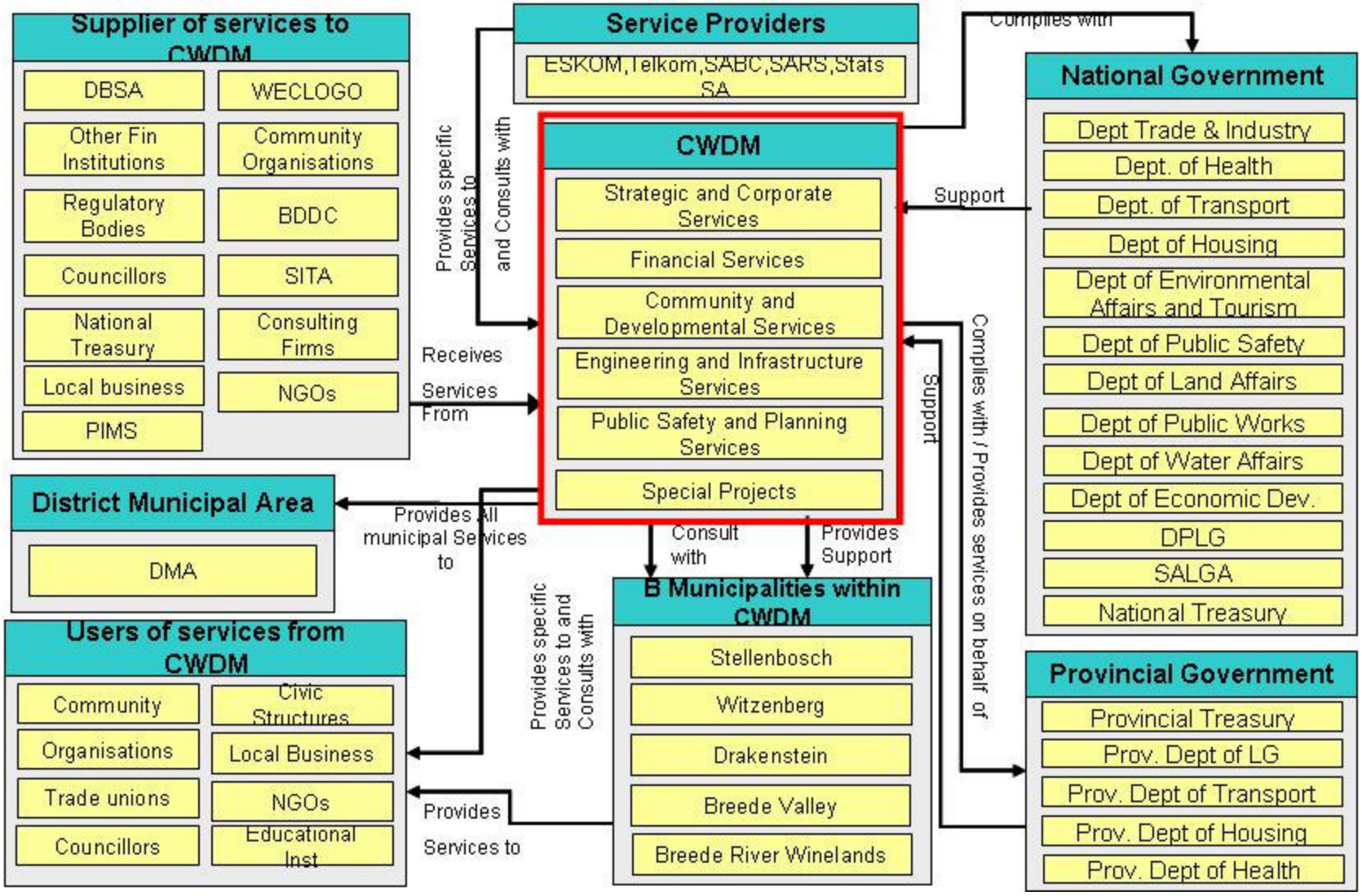
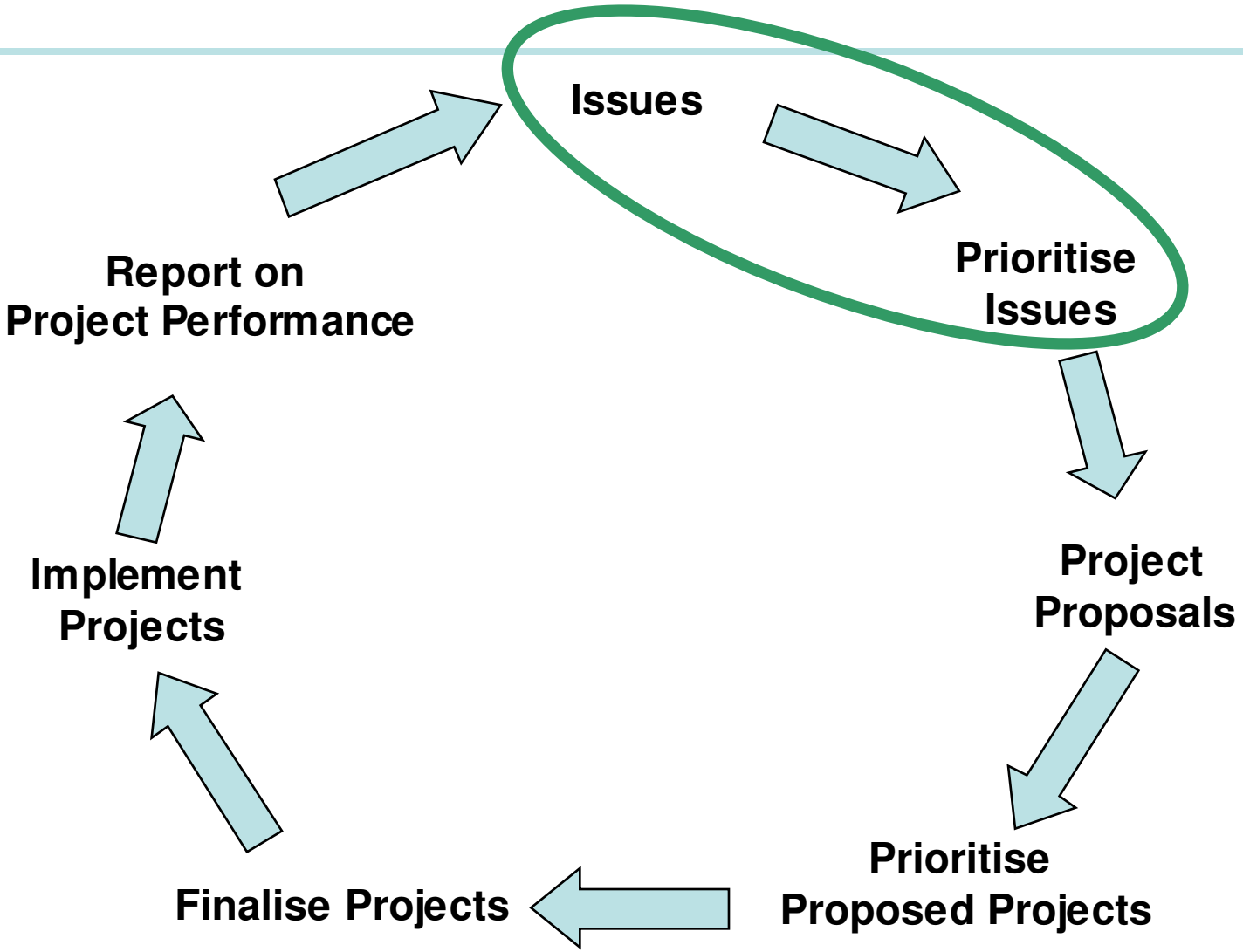
# Stakeholder Map

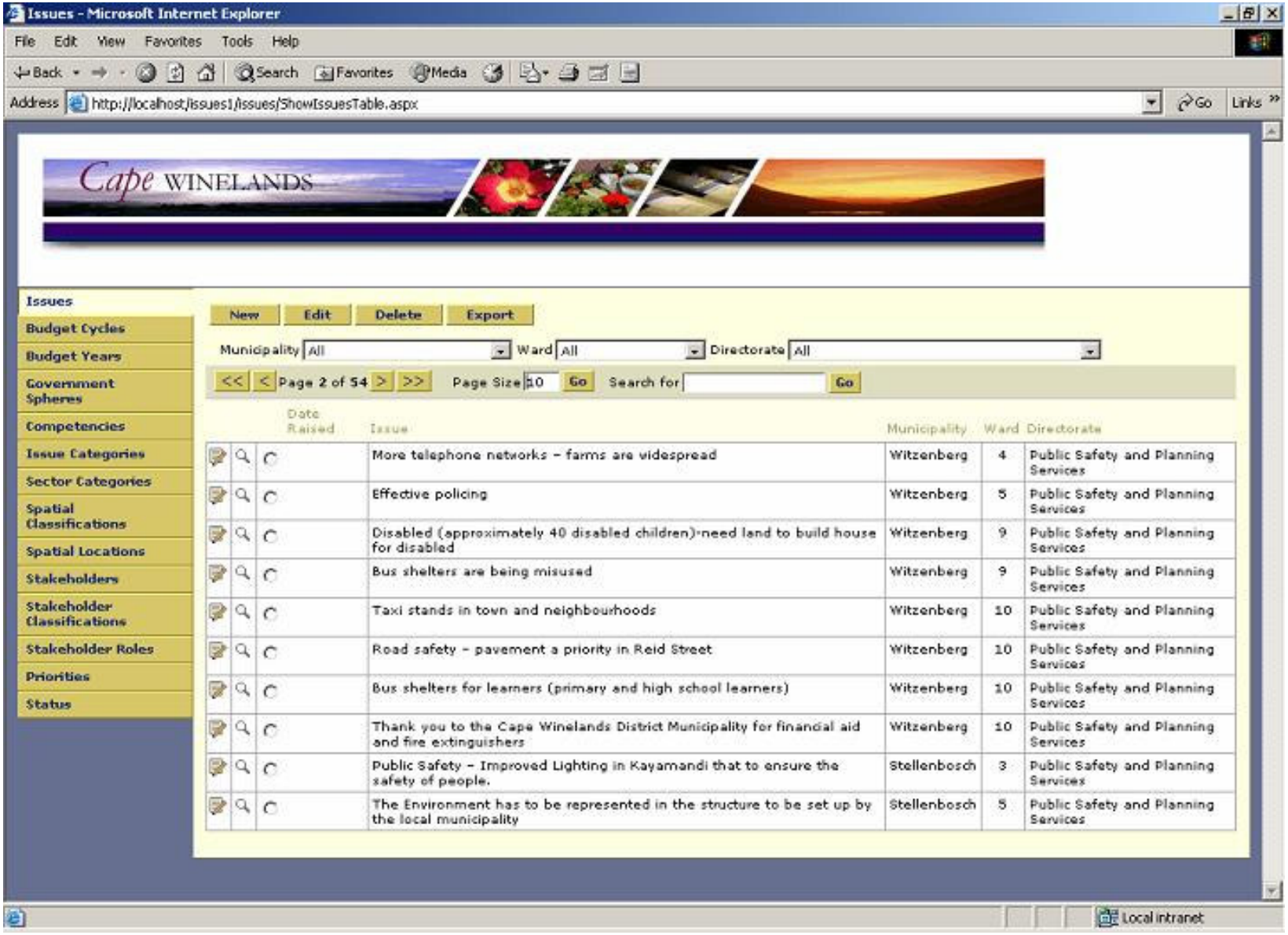



Issues
Prioritise Issues
Project Proposals
Prioritise Proposed Projects
Finalise Projects
Implement Projects
Report on Project Performance

# Stakeholder Input

- “Ons kry swaar”
- Tracking issues
  - Issue raised
  - Stakeholder
  - Categorisation of Issue
  - CWDM response
- Prioritise issues

# Stakeholder Input: Link to Projects



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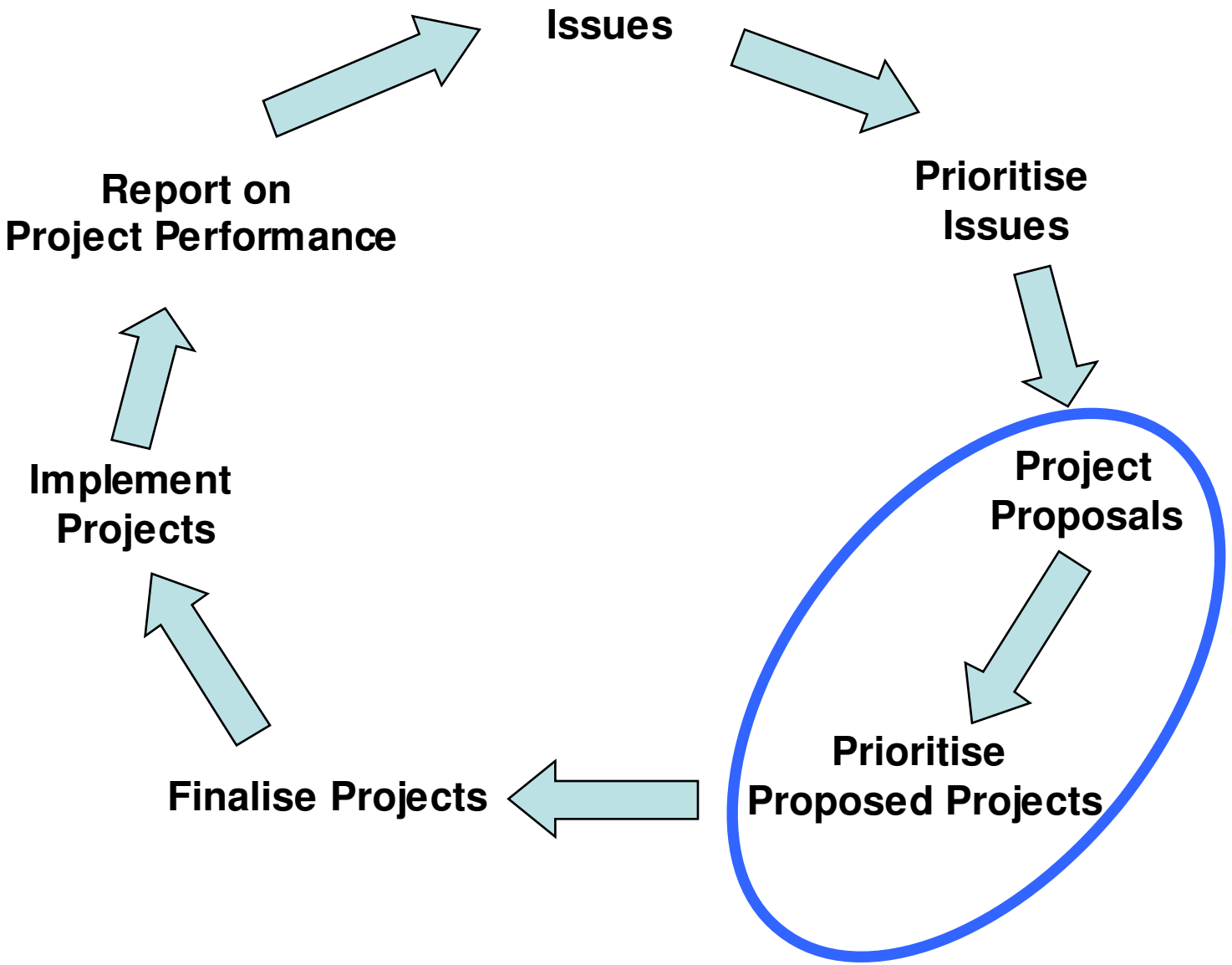
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# Prioritisation of Projects

- **Each project assessed on 14 criteria in 10 key areas**
  - Community Needs
  - Functions of Council
  - Objectives of Council
  - Vulnerable Groups
  - Labour Intensive
  - Safe Environment
  - Implementation
  - Sustainability
  - Economic
  - Political

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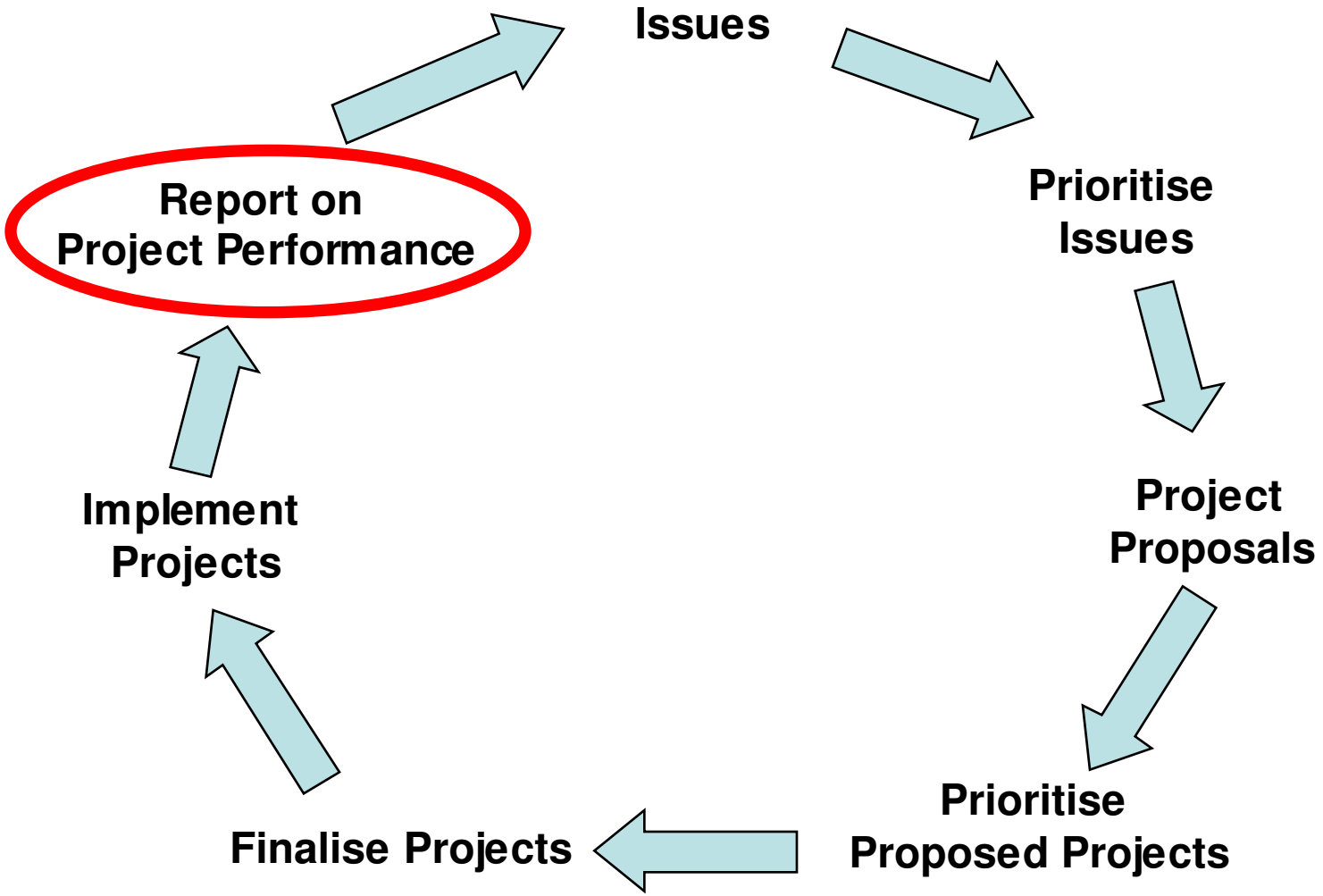
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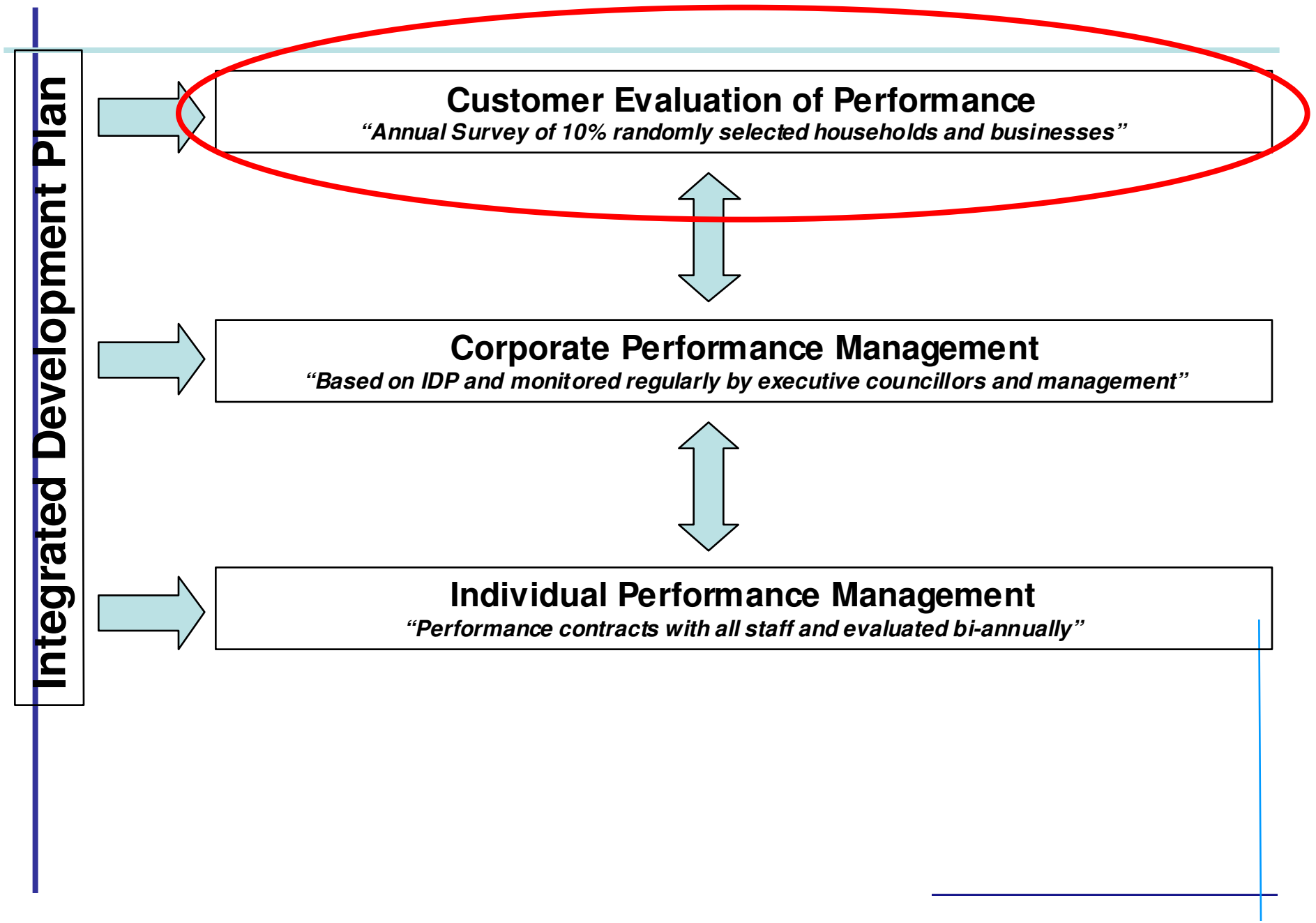
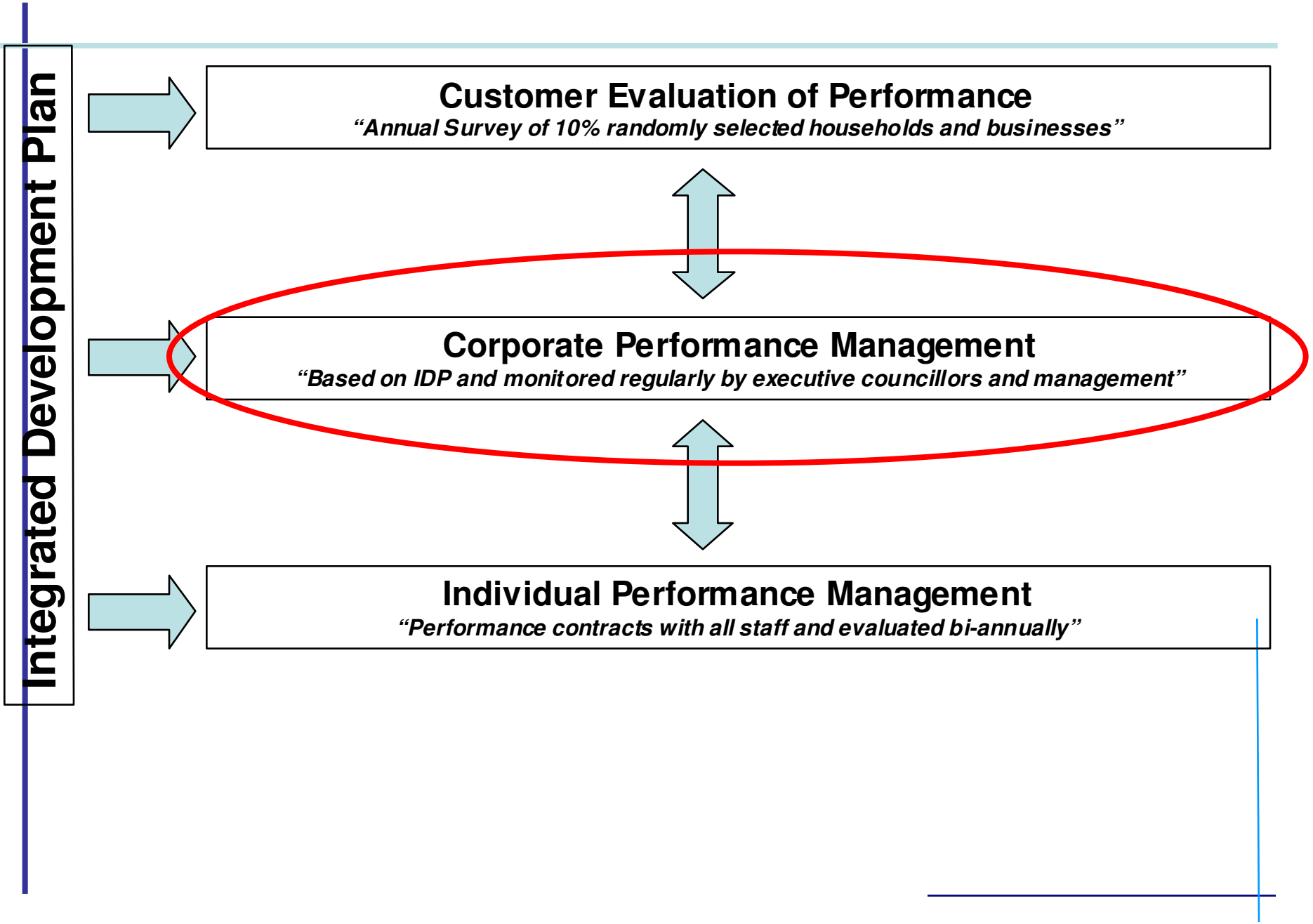

Integrated Development Plan
Customer Evaluation of Performance
"Annual Survey of 10% randomly selected households and businesses"
Corporate Performance Management
"Based on IDP and monitored regularly by executive councillors and management"
Individual Performance Management
"Performance contracts with all staff and evaluated bi-annually"

# Customer Evaluation of Performance

1. Appropriately protects the heritage value of the town

1. Cleanliness

1. Provision of housing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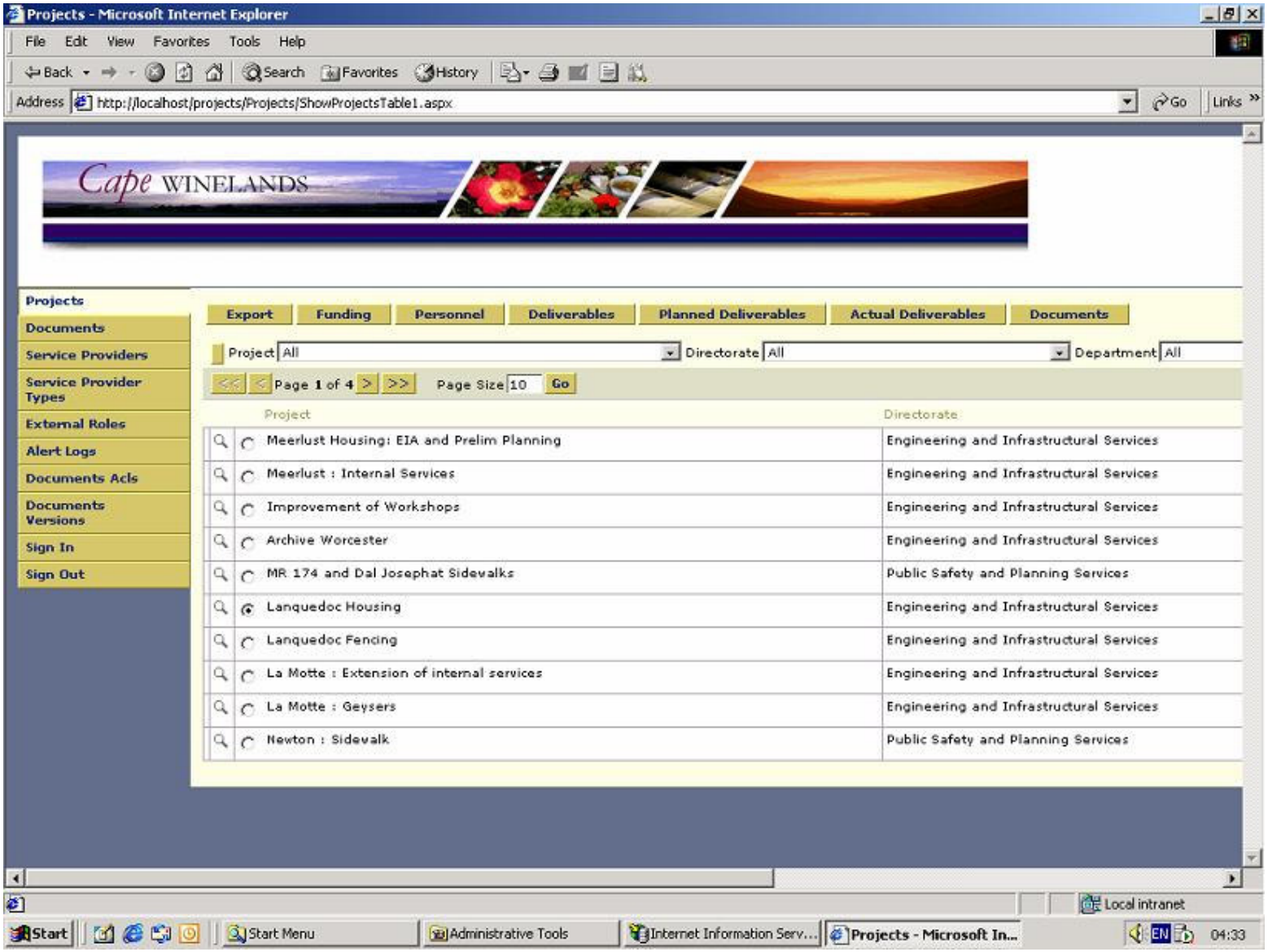
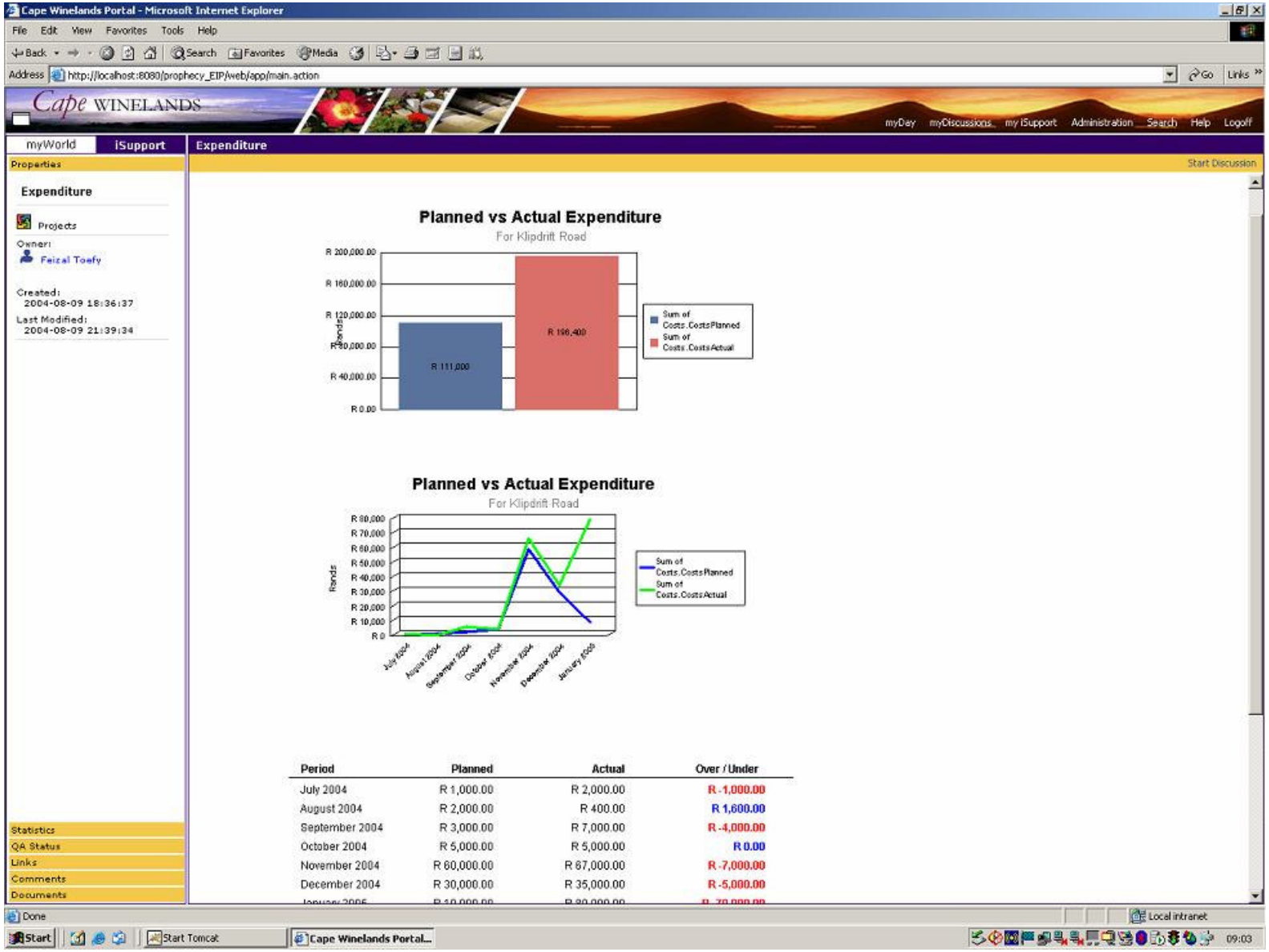
# Corporate Performance Management

**4 Core Elements:**

- ***Cost***
- ***Time***
- ***Quality/Quantity/Delivery/Outputs***
- ***Scope/Process/Activities***


Projects - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites History
Address http://localhost/projects/Projects/ShowProjectsTable1.aspx
Go Links
Cape WINELANDS
Projects
Documents
Service Providers
Service Provider Types
External Roles
Alert Logs
Documents Acls
Documents Versions
Sign In
Sign Out
Export Funding Personnel Deliverables Planned Deliverables Actual Deliverables Documents
Project All Directorate All Department All
<< < Page 1 of 4 > >> Page Size 10 Go
Project Directorate
Meerlust Housing: EIA and Prelim Planning Engineering and Infrastructural Services
Meerlust : Internal Services Engineering and Infrastructural Services
Improvement of Workshops Engineering and Infrastructural Services
Archive Worcester Engineering and Infrastructural Services
MR 174 and Dal Josephat Sidevalks Public Safety and Planning Services
Lanquedoc Housing Engineering and Infrastructural Services
Lanquedoc Fencing Engineering and Infrastructural Services
La Motte : Extension of internal services Engineering and Infrastructural Services
La Motte : Geysers Engineering and Infrastructural Services
Newton : Sidevalk Public Safety and Planning Services
Local intranet
Start Start Menu Administrative Tools Internet Information Serv... Projects - Microsoft In... EN 04:33




| Period | Planned | Actual | Over / Under |
|---|---|---|---|
| July 2004 | R 1,000.00 | R 2,000.00 | R -1,000.00 |
| August 2004 | R 2,000.00 | R 400.00 | R 1,600.00 |
| September 2004 | R 3,000.00 | R 7,000.00 | R -4,000.00 |
| October 2004 | R 5,000.00 | R 5,000.00 | R 0.00 |
| November 2004 | R 60,000.00 | R 67,000.00 | R -7,000.00 |
| December 2004 | R 30,000.00 | R 35,000.00 | R -5,000.00 |

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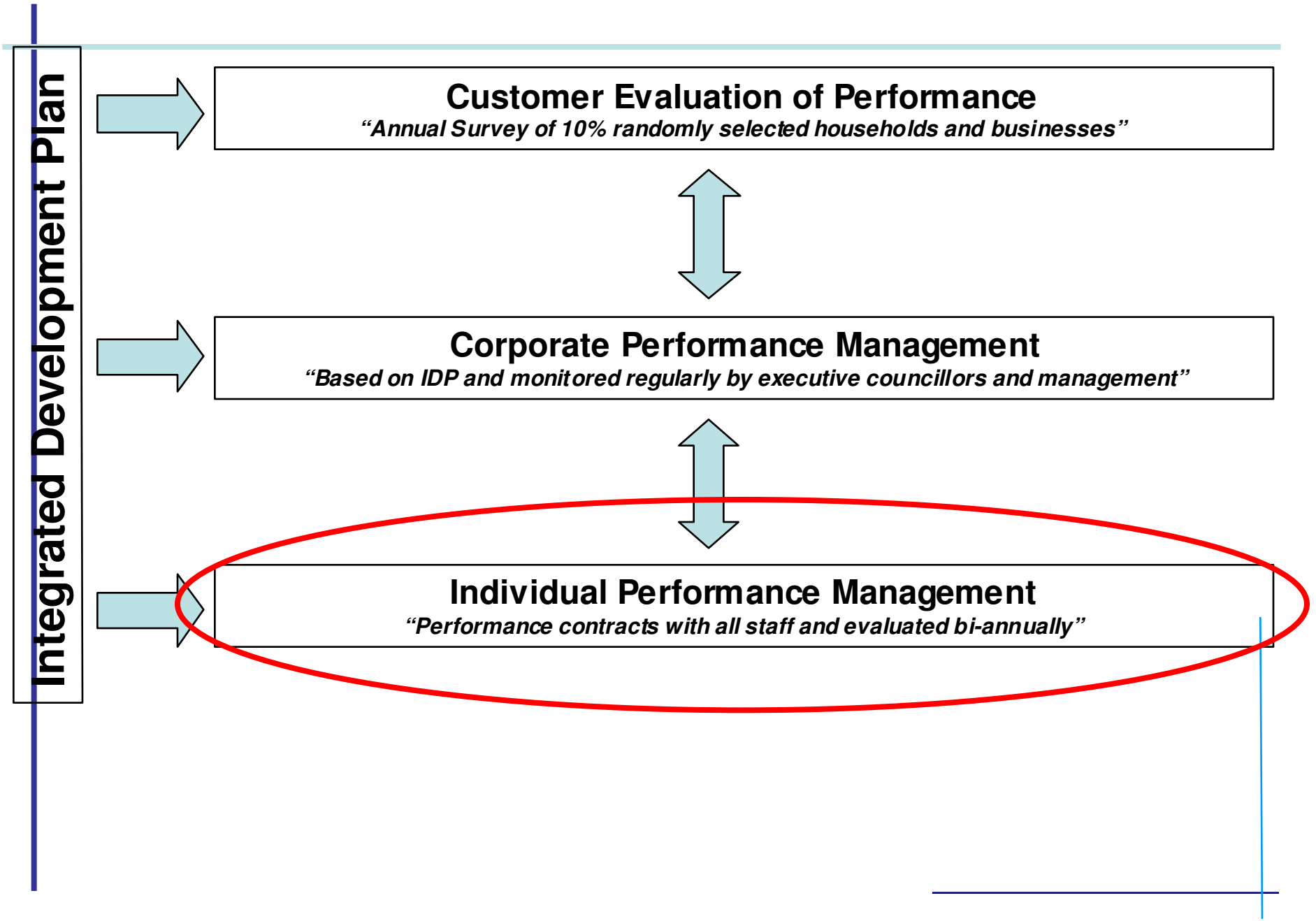
# Project Status Reports: Financial

09 March 2005

## Community Development

| Project | Budget | Cash Flow | Expenditure | Budget % | Cash Flow % |
|---|---|---|---|---|---|
| Alcohol Related | R 367,500 | R 290,000 | | | |
| Clinic Construction and Upgrading | R 1,400,000 | R 1,000,000 | R 27,702.32 | 2.0% | 2.8% |
| Clinics Planning | R 250,000 | R 155,000 | R 16,350.00 | 6.5% | 10.5% |
| De Poort Heritage Village | R 300,000 | R 150,000 | | | |
| Diseases of Life Style | R 42,000 | R 28,000 | R 2,491.23 | 5.9% | 8.9% |
| Erection of Shelters | R 120,000 | R 75,000 | | | |
| Food Security | R 441,000 | R 325,000 | R 6,182.95 | 1.4% | 1.9% |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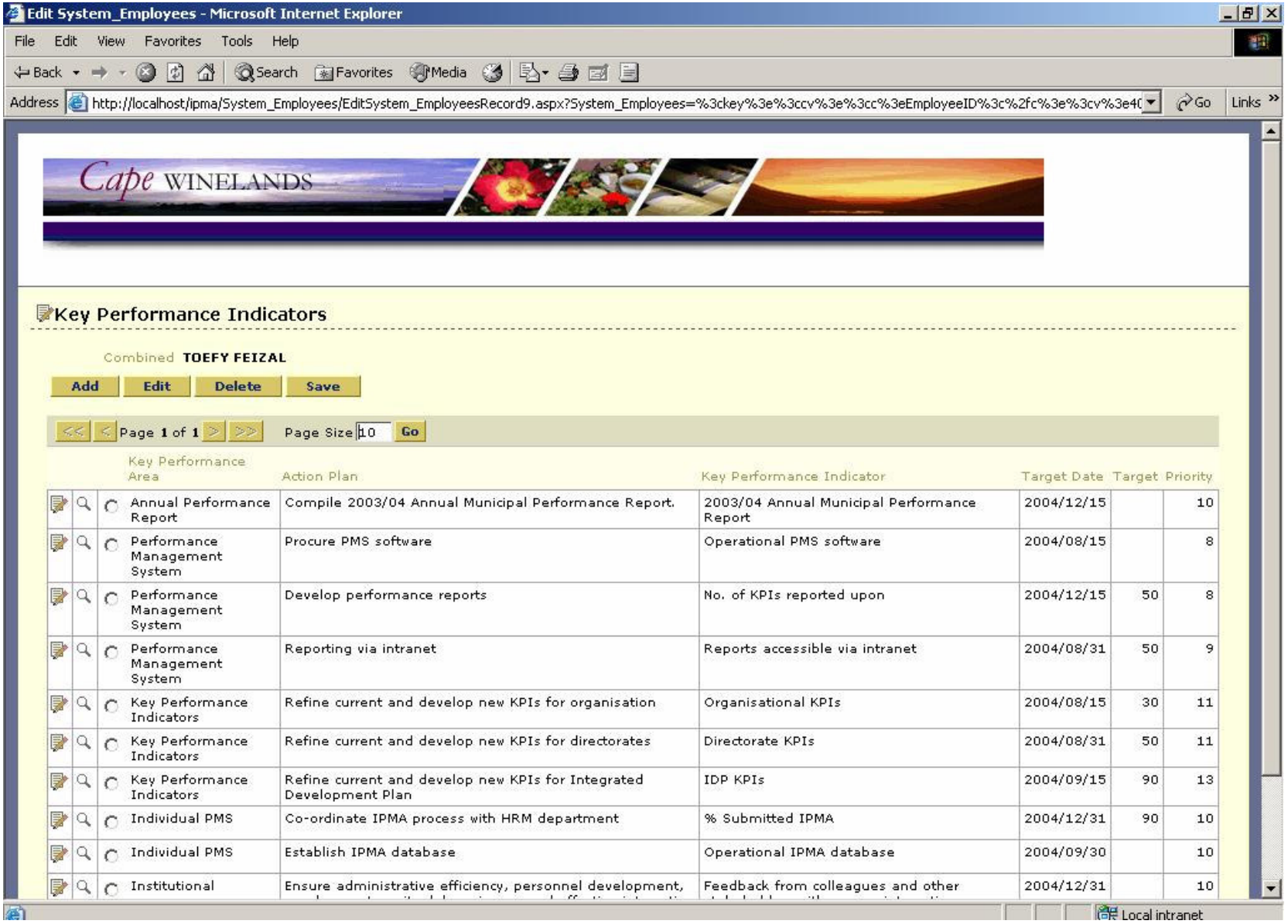
# Individual Performance Management

- Job Purpose
- Key Performance Indicators
- Governance
- Personal Development

# Personal KPI's




| Key Performance Area | Action Plan | Key Performance Indicator | Target Date | Target | Priority |
|---|---|---|---|---|---|
| Annual Performance Report | Compile 2003/04 Annual Municipal Performance Report. | 2003/04 Annual Municipal Performance Report | 2004/12/15 | | 10 |
| Performance Management System | Procure PMS software | Operational PMS software | 2004/08/15 | | 8 |
| Performance Management System | Develop performance reports | No. of KPIs reported upon | 2004/12/15 | 50 | 8 |
| Performance Management System | Reporting via intranet | Reports accessible via intranet | 2004/08/31 | 50 | 9 |
| Key Performance Indicators | Refine current and develop new KPIs for organisation | Organisational KPIs | 2004/08/15 | 30 | 11 |
| Key Performance Indicators | Refine current and develop new KPIs for directorates | Directorate KPIs | 2004/08/31 | 50 | 11 |
| Key Performance Indicators | Refine current and develop new KPIs for Integrated Development Plan | IDP KPIs | 2004/09/15 | 90 | 13 |
| Individual PMS | Co-ordinate IPMA process with HRM department | % Submitted IPMA | 2004/12/31 | 90 | 10 |
| Individual PMS | Establish IPMA database | Operational IPMA database | 2004/09/30 | | 10 |
| Institutional | Ensure administrative efficiency, personnel development, | Feedback from colleagues and other | 2004/12/31 | | 10 |

# Thank you