

ITEM MAYORAL.269/08/2017
(ITEM FINANCE.33/08/2017)

BUDGET AND TREASURY DEPARTMENT
SCHEDULE OF BUDGET KEY DEADLINES-2017/2018

THEREFORE RECOMMENDED

That the time schedule of budget key deadlines for 2017/2018 budget year is tabled before council for approval.

ITEM A.402/09/2017

ITEM MAYORAL.269/08/2017

(ITEM FINANCE.33/08/2017)

BUDGET AND TREASURY DEPARTMENT

SCHEDULE OF BUDGET KEY DEADLINES-2017/2018

THEREFORE RESOLVED

1 That the time schedule of budget key deadlines for 2017/2018 budget year tabled before council be approved.

2 That a workshop on 2017/18 Budget be arranged for all Councillors.

**DR KENNETH KAUNDA DISTRICT MUNICIPALITY - DC40
TIME SCHEDULE OF BUDGET KEY DEADLINES 2017/2018**

MONTH	DUTIES MAYOR AND COUNCIL	DUTIES ADMINISTRATION
July 2017	Mayor to begin planning and coordinating for the next three year budget. MFMA Sec. 53	Accounting officer and senior officials of a municipality begin planning for the next three year budget. MFMA Sec. 68, 77 No contracts exist for service delivery.
August 2017	Mayor tables in Council a time schedule outlining key deadlines for :preparing, tabling and approving the budget, reviewing the IDP and budget related policies and consultation process at least 10 months before the start of budget year. MFMA Sec.21, 22, 23 MSA Sec. 34, Ch 4 as amended	Accounting Officer and Senior Officials of a municipality reviews the budget related policies.
October 2017	Mayor considers any proposed changes to the reviewed budget related policies as submitted by the Accounting Officer for incorporation into the Annual	
	Draft Budget.	
January 2018		Mid-year budget and performance assessment by the Accounting Officer in accordance with MFMA Sec. 72 Accounting Officer finalizes and submits to the Mayor any proposed changes to the approved budget as per MFMA Sec. 72 assessment. Accounting Officer reviews proposed National

<p>Feb. 2011 8</p>	<p>Mayor tables the adjustment budget for approval.</p>	<p>and Provincial allocations to municipality for incorporation into the draft budget for tabling. MFMA Sec. 36</p> <p>Accounting Officer finalizes and submits to Mayor proposed budgets and plans for next three year budget taking into account the recent mid-year review and any corrective measures proposed as part of the oversight report for the previous years audited financial statements and annual report. Accounting Officer to notify relevant municipalities of projected allocations for next 3 years, 120 days prior to start of the budget year MFMA Sec. 42</p>

DR KENNETH KAUNDA DISTRICT MUNICIPALITY - DC40
 TIMED SCHEDULE OF BUDGET KEY DEADLINES 2017/2018

MONTH	DUTIES MAYOR AND COUNCIL	DUTIES ADMINISTRATION
March 2018	Mayor tables municipality budget, resolutions, plans and proposed revisions to IDP, budget related policies at least 90 days before the start of the budget year.	Accounting Officer publishes tabled budget, plans and proposed revisions to IDP, invites the local Community to comment and submits to NT, PT and other stakeholders.
	MFMA Sec. 16,22,23,87 ; MSA Sec. 34	MFMA Sec.22&37 MSA Ch 4
April 2018		Accounting Officer assists the Mayor in revising budget documentation in accordance with consultative process and taking into account the results of the quarterly review of the current Financial year.
April/May 2018	<p>Public hearings on the budget, and Council debate.</p> <p>Council considers views of the local Community, National Treasury and Provincial Treasury.</p> <p>Mayor to be provided with an opportunity to respond to submissions during consultations and table amendments for council consideration. Council consider approval of the budget and plans at least 30 days before the start of the budget year.</p>	Accounting Officer assist the Mayor in preparing the final budget documentation for consideration and approval at least 30 days before the start of the budget year taking into account consultative process and any other new material information.
	MFMA Sec. 23,24	

<p>May/June 2018</p>	<p>Council approve annual budget by resolution, approving changes to IDP and budget related policies, approving measurable performance objectives for revenue by revenue source and expenditure by vote before start of budget year. MFMA Sec. 16, 24, 26, 53 Mayor must approve SDBIP within 28 days after approval of the budget and ensure that annual performance contracts are concluded in accordance with Sec. 57(2) of the MSA.</p>	<p>Accounting Officer submits to the Mayor no later than 14 days after approval of the budget a draft of the SDBIP and annual performance agreements required by Sec. 57(1) (b) of the MSA.</p>
<p>Abbreviations : MFMA – Municipal Finance Management Act, No. 56 of 2003; MSA – Municipal Systems Act, No 32 of 2000 as amended; SDBIP – Service Delivery and Budget Implementation Plan; IDP – Integrated Development Plan.</p>		