



cooperative governance

Department:
Cooperative Governance
REPUBLIC OF SOUTH AFRICA



IUDF

INTEGRATED URBAN DEVELOPMENT FRAMEWORK

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Cnr Hamilton and Proes Street, Arcadia, Pretoria, 0001

Branch: Local Government Support and Interventions Management: Chief Directorate: Urban Development Planning

APPLICATION FOR QUALIFICATION FOR THE IUDF IN 2020/21

Please email the completed application form to nomkitaf@cogta.gov.za and cc kholom@cogta.gov.za

Name of Municipality	
Date of Submission	
Responsible Person & Contact Details	

NB: Please consult the attached indicator descriptions when completing the following table.

MINIMUM REQUIREMENTS

1. Top management stability		
Data element required		Value
A	The sum of standard working days in the previous financial year that each S56 and S57 post was not occupied by a fully appointed official with a valid signed contract and performance agreement.	
B	The sum of standard working days in the year prior to the previous financial year that each S56 and S57 post was not occupied by a fully appointed official with a valid signed contract and performance agreement.	
C	The sum of all standard working days for all S56 and S57 posts over the previous financial year.	
D	The sum of all standard working days for all S56 and S57 posts over the year prior to the previous financial year.	
Calculated performance		Value

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E	Number of standard working days in the previous two financial years that each S56 and S57 post was not occupied by a fully appointed official with a valid signed contract and performance agreement as a percentage of all standard working days for all S56 and S57 posts over the previous two financial years	
2. Audit finding		
Data element required		Value
F	Audit finding for most recent audit	
G	Audit finding for audit prior to the most recent audit	
Calculated performance		Value
H	Unqualified audit finding (with or without findings) in the two most recent audits?	
3. Percentage unauthorised, irregular, fruitless and wasteful expenditure		
Data elements required		Value
I	Unauthorised, irregular, fruitless and wasteful expenditure in the previous financial year	
J	Unauthorised, irregular, fruitless and wasteful expenditure in the year prior to the previous financial year	
K	Total operating expenditure in the previous financial year	
L	Total operating expenditure in the year prior to the previous financial year.	
Calculated performance		Value
M	Average of unauthorised, irregular, fruitless and wasteful expenditure as a percentage of total operating expenditure over the previous two financial years	
4. Capital budget expenditure		
Data elements required		Value
N	Actual capital expenditure municipality wide in the previous financial year	
O	Actual capital expenditure municipality wide in the financial year prior to the previous financial year	
P	Original budgeted capital expenditure municipality wide at the start of the previous financial year	
Q	Original budgeted capital expenditure municipality wide at the start of the financial year prior to the previous financial year	

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Calculated performance		Value
R	Average of actual capital expenditure as a percentage of budgeted capital expenditure over the previous two financial years	
5. Section 52 (d) performance reporting		
Data elements required		Value
S	Number of quarters in which the SDBIP performance reports were submitted on time to National Treasury over the most recent two financial years	
Calculated performance		Value
T	Percentage of quarters over the two most recent financial years that SDBIP performance reports were submitted on time to National Treasury	

INDICATOR DESCRIPTIONS FOR DATA TO BE SUBMITTED WITH APPLICATION FOR QUALIFICATION FOR THE IUDG

Number in application form	Data element required	Units	Data source	Notes	Worked example
A and B	The sum of standard working days in a financial year that each S56 and S57 post was not occupied by a fully appointed official with a valid signed contract and performance agreement.	Working days	Municipal Human Resources department	<p>Standard working days is all days excluding weekends and public holidays.</p> <p>S56 and S57 posts are as defined in the Municipal Systems Act (2001).</p> <p>Fully appointed does not include posts that are unfilled, vacant or where the incumbent is under suspension or on extended sick leave (more than two weeks).</p> <p>Where an official is away from duty while travelling for work, or is utilising annual leave, and another official is acting in their position, the post can still be deemed to be 'fully appointed and occupied'.</p> <p>Contracts and performance agreements are as defined in the Municipal Systems Act (2001).</p> <p>The days that each post is occupied is aggregated.</p>	<p>There are three Section 57 posts.</p> <p>One was fully occupied for the whole financial year.</p> <p>For the second, the post was vacant for 60 standard working days.</p> <p>For the third, the incumbent was suspended for 20 standard working days.</p> <p>There were 261 standard working days in the relevant financial year</p> <p>The number to be filled in is: 0 + 60 + 20 = 80</p>
C and D	The sum of all standard working days for all S56 and S57 posts over a financial year	Working days	Municipal Human Resources department	See above.	<p>Using the same description above, the number to be filled in is: 3 x 261 = 783</p>
E	Number of standard working days in the previous two financial years that each S56 and S57 post was not occupied by a fully	%		$E = (A + B)/(C + D) \times 100$	<p>Using the description above for the previous financial year, and assuming that the same figures for the financial year before that were 30 and 783 (three posts with one</p>

	appointed official with a valid signed contract and performance agreement as a percentage of all standard working days for all S56 and S57 posts over the previous two financial years				not filled for 30 days): $(80 + 30)/(783 + 783) \times 100 = 7\%$
F and G	Audit finding	N/A	Office of the Auditor General municipal report	The audit opinion is defined by the Auditor-General. Possible answers here are: Unqualified with no findings, Unqualified with findings, Qualified, Adverse, Disclaimed, Outstanding. The latter finding is made for municipalities who have not completed the audit process.	
H	Unqualified audit finding (with or without findings) in the two most recent audits?	N/A		Answer 'yes' if both data elements F and G are either 'Unqualified with findings' or 'Unqualified with no findings'. Answer 'no' if either F or G are Qualified, Adverse, Disclaimed, Outstanding.	The municipality received a Qualified audit in 2017/18 and an Unqualified audit with findings in 2018/19. The value entered is 'no'.
I and J	Unauthorised, irregular, fruitless and wasteful expenditure in a financial year	Rand	Office of the Auditor General municipal report	Unauthorised, fruitless, irregular and wasteful expenditure is defined by the Auditor General and National Treasury in MFMA Circular 68.	The municipality incurred R623 600 000 in unauthorised, fruitless, irregular and wasteful expenditure according to the AG's report in the previous financial year and R326 559 904 in the year prior to that.
K and L	Total operating expenditure in a financial year	Rand	National Treasury Section 71 reporting	The total audited actual operating expenditure incurred in the same year as the unauthorised, irregular, fruitless and wasteful expenditure.	The total operating expenditure in the previous financial year was R4 368 266 341. It was R3 987 300 421 in the year prior to that.

M	Average unauthorised, irregular, fruitless and wasteful expenditure over the previous two financial years as a percentage of total operating expenditure	%		$M = (I / K \times 100 + J / L \times 100) / 2$	$(623\ 600\ 000 / 4\ 368\ 266\ 341 \times 100 + 326\ 559\ 904 / 987\ 300\ 421 \times 100) / 2 = 11.2\%$
N and O	Actual capital expenditure municipality wide over a financial year	Rand	National Treasury Section 71 reporting		The municipality incurred R182 085 100 in capital expenditure in the previous financial year and R175 423 799 in the year prior to that
P and Q	Original budgeted capital expenditure municipality wide at the start of a financial year	Rand	Municipal budget	Extracted from the municipal budget at the start of the financial year. This is the original budget, not the adjustment budget.	The original municipal capex budget was R350 772 782 in the previous financial year and R250 567 352 in the year prior to that
R	Average actual capital expenditure as a percentage of budgeted capital expenditure over the previous two financial years	%		$R = (N/P \times 100 + O/Q \times 100) / 2$	$(182\ 085\ 100 / 350\ 772\ 782 \times 100 + 175\ 423\ 799 / 250\ 567\ 352 \times 100) / 2 = 26.3\%$
S	Number of quarters in which the SDBIP performance reports were submitted on time to National Treasury over the most recent two financial years	Number	National Treasury list of non-compliance with Section 52 reporting and proof of submission to NT by the municipality.		The municipality submitted its Section 52 (d) performance reports on time to National Treasury in all 4 quarters of the previous financial year but in only 2 quarters in the financial year before that. The total number of quarters in which the reports were submitted on time over the previous two financial years is

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					thus 6.
T	Percentage of quarters over the two most recent financial years that SDBIP performance reports were submitted on time to National Treasury	%		$S / 8 \times 100$	$6 / 8 \times 100 = 75\%$

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