

PROCESS FOR THE REVIEW OF THE INTEGRATED DEVELOPMENT PLAN & BUDGET 2017/18



PRESENTATION OVERVIEW

- 1. Legislative requirements of IDP process**
- 2. Management of the process**
- 3. Time schedule**
- 4. Public participation**
- 5. Principles for reviewing IDP**

INTEGRATED PROCESS PLAN

In preparation for the planning process, the City has developed an integrated planning framework to be used as a guideline, in line with the relevant legislative prescripts.

The process plan outlines the institutional planning (including roles and responsibilities); a time frame indicating the various phases and respective timeframes; and public participation mechanisms.

LEGISLATIVE REQUIREMENTS

- **Section 25 of Municipal Systems Act (MSA)** states that municipal councils must “*within a prescribed period after the start of its elected term, adopt a single inclusive and strategic plan for the development of a municipality*”.
- **Section 28 of the MSA** further states that “*a municipality must adopt a process set out in writing to guide the planning, drafting, adoption and review of its integrated development plan*”.
- In addition, **Section 40 of the MSA** states that “*a municipality must establish mechanisms to monitor and review its performance management system*”.
- **Section 21 of the Municipal Finance Management Act (MFMA)** requires the Mayor to coordinate processes for preparing the annual budget, and reviewing the IDP and budget-related policies to ensure that these are mutually consistent and credible.
- **MFMA** further states that “*at least 10 months before the start of the budget year, table in the municipal council a time schedule outlining key deadlines for the preparation, tabling and approval of the annual budget*”.

MANAGEMENT OF THE PROCESS PLAN

Section 30 of the MSA: *"the executive committee or executive mayor... must, in accordance with section 29 [of the Act], manage the drafting of the integrated development plan, assign responsibilities in this regard to the municipal manager, and submit the draft plan to the municipal council for adoption".*

Three (3) core structures form an integral part of the management of the IDP process plan:

1. **City Manager (IDP Manager)**
2. **IDP representative forum**
3. **IDP steering committee**

These structures are required to play a key role throughout the implementation of the process plan.



MANAGEMENT OF THE PROCESS PLAN

IDP REPRESENTATIVE FORUM



1. Ensures and **encourages public participation** in the IDP process
2. Represent the **interests of communities.**
3. Provide a mechanism for discussion.
4. Ensure proper **communication** between the City and its stakeholders.
5. Monitor the **performance of the implementation** process.

IDP STEERING COMMITTEE/INTEGRATED PLANNING TASK TEAM



1. Provide **strategic support** and coordination of the IDP process plan.
2. Provide **leadership** in the crafting of strategic objective and priorities.
3. Determine mechanisms to ensure **alignment** of key programmes and projects with the City's **strategic direction.**
4. Make **inputs** into and contribute to the crafting of plans, and make technical recommendations.
5. Create an **enabling environment** for strategic dialogue, knowledge and information-sharing and peer-review.

TIME SCHEDULE

LEGISLATIVE REQUIREMENTS		DELIVERABLE	RESPONSIBILITY	TIMEFRAME
Integrated Development Planning & Budgeting	MSA section 28 (1) MSA section 28 (2)	IDP and Budget Process Plan: - Workshop the draft process plan with IDP Technical Working Group (TWG) - Tabling of the draft process plan to Council - Public notification of the IDP and Budget process plan - Update GDS proposal for new term of office	GSPCR (ICBP) GSPCR (S&R) Budget Office	July – August 2016
	MSA section 23 MSA section 24	Situational Analysis and Strategic Planning: - Convening of the IDP TWG - EMT Lekgotla I - Mayoral Lekgotla I - Public engagements (feedback and identification of priority needs) - Alignment of plans with national and provincial imperatives (IGR) - Linkage and alignment to GDS process (GDS critical assessment)	All Depts. & MEs	August – November 2016

TIME SCHEDULE

	Legislative Requirements	Deliverable	Responsibility	Timeframe
Integrated Development Planning & Budgeting	MFMA section 21 (1) MFMA section 53 (b)	Budgeting: • MTREF review • Draft Priority Implementation Plans • Draft SDBIPs and Business Plans of Entities • Technical Budget Steering Committee (TBSC) • Draft tariffs process	Budget Office GSPCR	October – December 2016
	MSA section 26 MSA section 30 (c) MFMA section 17 (3) (d)	Drafting of Plans: • Refinement of GDS outcomes, outputs and proposed indicators • Refinement of priorities (based on GDS proposals) • Budget Steering Committee (BSC) • Budget Lekgotla • Consolidation of research and drafting of GDS chapters • Provincial engagements on the MEC's comments • Submission of proposed ME budgets	GSPCR (ICBP) GSPCR (S&R) Budget Office Group Governance	January – March 2017

TIME SCHEDULE

Legislative Requirements		Deliverable	Responsibility	Timeframe
Integrated Development Planning & Budgeting	MSA section 16 (1) MFMA section 22	Public Commenting Process: - Advertisement of the draft IDP and Budget in newspapers - Public engagements on the draft IDP and Budget - Consolidation of stakeholder inputs	GSPCR Budget Office CRUM Office of the Speaker	April 2017
	MSA section 25	Approval of the IDP: - Adoption of the IDP, Budget and Business Plans of Entities by Mayoral Committee and Council - GDS Framework for Implementation	GSPCR (ICBP) GSPCR (S&R) Budget Office Group Governance	May 2017
		Institutional SDBIP: Approval of the Institutional SDBIP and ME business plans	GSPCR (ICBP)	June 2017

PUBLIC PARTICIPATION

The objective of local government is to encourage the involvement of communities and community organisations in the matters of local government. (The Constitution, 1996: 47).

Section 16 of the MSA: *"a municipality must develop a culture of...participatory governance, and must for this purpose encourage, and create conditions for the local community to participate in the affairs of the local municipality, including in the preparation, implementation and review of its integrated development plan in terms of Chapter 5 [of the Act]"*.

The City is implementing its **community-based planning (CBP) approach** to ensure that planning, implementation and monitoring of development interventions enables the forging of partnerships with all its communities / stakeholders.

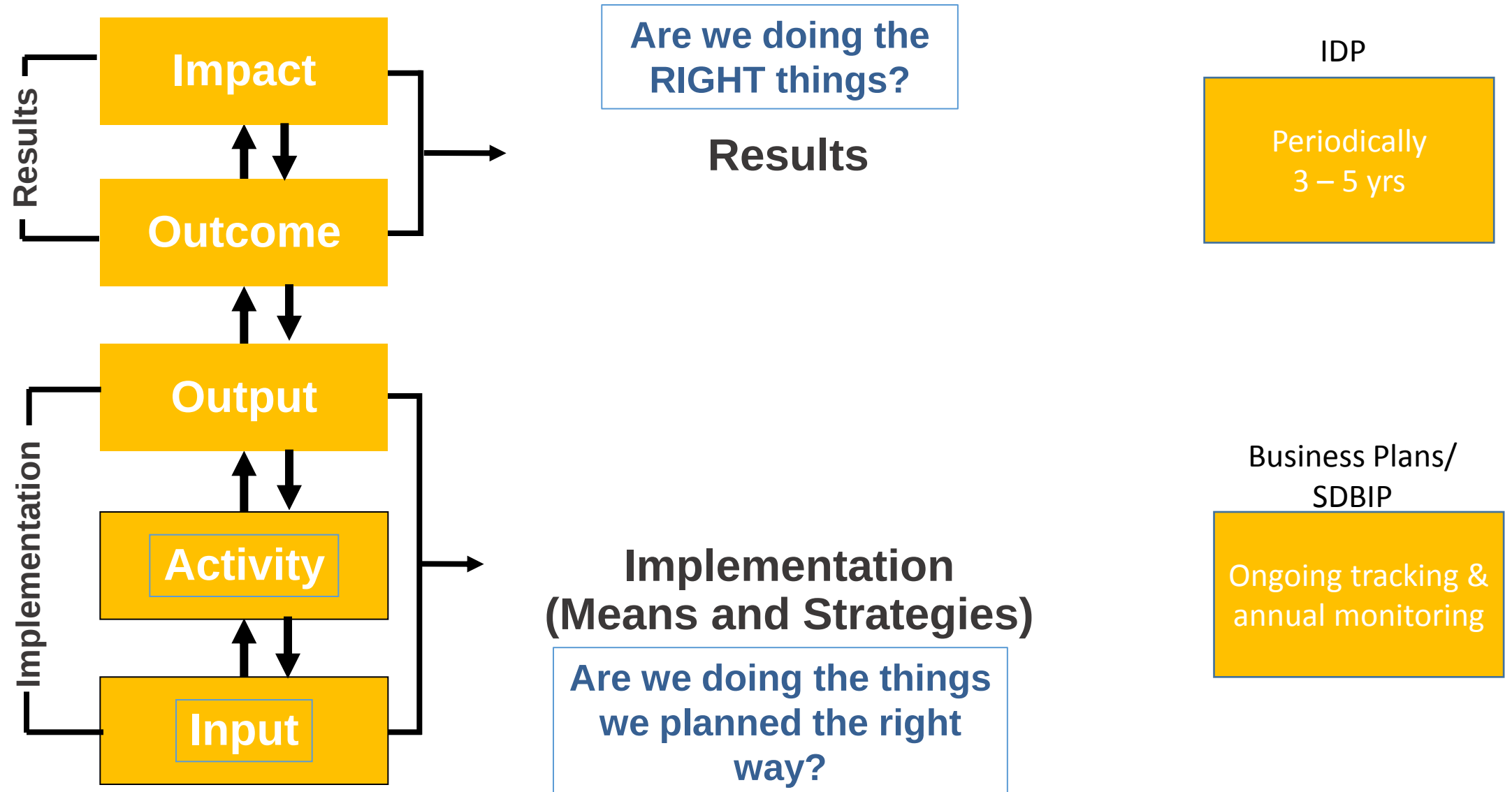
PUBLIC PARTICIPATION

As part of the **CBP approach**, the City will employ the following methods of participation:

1. Regional feedback sessions on key issues raised during the 2016/21 IDP and budget outreach
2. Quality of life survey fieldwork (engagements with communities)
3. Ward committee meetings
4. Targeted stakeholder engagements (IDP roadshows)
5. Regional ward cluster conversations
6. Social media interaction with the public
7. Broader stakeholder summit
8. GDS outreach process



PRINCIPLES FOR REVIEWING IDP



SUMMARY

Key Milestones and Processes	Timeframes
Feedback to communities	Quarter 1 to quarter 4
IDP Assessment Workshop	Quarter 1
Consideration and incorporation of GAS, GPAC and EMT comments onto the Annual Report	Quarter 1
Submission of the Draft Annual Report (including financials) to Auditor General	Quarter 1
Mayoral Lekgotla I	Quarter 2
Priority Implementation Plan Workshops, Budgeting and Business Planning Process	Quarter 2
IGR Workshop	Quarter 1
Mid-year Review	Quarter 3
Budget Steering Committee	Quarter 3
Budget Lekgotla II	Quarter 3
Distribution of the tabled Integrated Annual Report for public comment	Quarter 3
Finalisation of Group Integrated Report for 2016/17	Quarter 3
Tabling of the City's draft 2017/18 IDP Review, Budget, ME Business Plans and the Service Delivery, Budget Implementation Plan (SDBIP) and Tariffs for comment	Quarter 3
IDP and Budget Outreach process	Quarter
Approval of the City's 2017/18 IDP Review, the Medium term Budget and Tariffs	Quarter 4
Approval of ME Business Plans and the Institutional Service Delivery, Budget Implementation Plan (SDBIP)	Quarter 4

THANK YOU

