



EDEN

DISTRICT MUNICIPALITY
UMASIPALA WESITHILI
DSTRIKSMUNISIPALITEIT

SECTION 27 DISTRICT IDP FRAMEWORK PLAN

August 2016/17 - July 2020/21

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1. INTRODUCTION

Section 27 (1) of the Municipal Systems Act 2000 (Act 32 of 2000), “Each district municipality, within a prescribed period after the start of its elected term and after following a consultative process with the local municipalities within its area, must adopt a framework for integrated development planning in the area as a whole”.

The Eden District Municipality is responsible for drafting the District IDP Framework Plan, a mechanism to ensure alignment and integration between the IDPs of the Eden District Municipality and Local Municipalities of:

- Bitou
- Knysna
- George
- Mossel Bay
- Hessequa
- Oudtshoorn
- Kannaland

The Framework Plan is to guide and inform the Process Plans of the District and its Local Municipalities. The Framework Plan provides the linkage for binding relationships to be established between the District and Local Municipalities in the District. In so doing, proper consultation, co-ordination and alignment of the IDP process of the District Municipality and its various Local Municipalities can be maintained.

Eden District Municipality is in the process of consulting with the local municipalities within its area for the development and adoption it's Section 27 Framework Plan in accordance with the Municipal Systems Act 2000 (Act 32 of 2000) and intends effecting essential amendments to the existing framework in accordance with sub-section 12 as described hereunder.

The Eden District Section 27 Framework is the result of the Special IDP Process Plan workshop which was held on Friday 8 April 2016 in Langebaan and the Eden District IDP Managers Forum held on Monday 27 June 2016 in Kannaland.

The purpose for the review emanates from the declaration of a newly elected municipal council following the 2016 Local Government Elections scheduled for 3 August 2016; the crafting of a five year 2016/17 – 2020/21 IDP; various engagements conducted in consultation with the District and counterpart B - Local municipalities, incorporating the Joint Planning Initiative conducted on ; outcomes flowing from the IDP Indaba 2 Feedback sessions conducted on 24 February 2016; the LGMTEC 3 Assessment recommendations and engagement session conducted on 04 May 2016; and finally culminating into the robust and strategic Provincial IDP Managers Forum held in Hermanus on 2 and 3 June 2016.

2. PURPOSE OF DISTRICT 27 FRAMEWORK REVISION

The crafting of a new five (2016/17 – 2020/21) year IDP necessitates the adoption of a Section 27 District Framework which guides the process of drafting, reviewing and amending the Integrated development plan adopted by Council.

The objective of this revised Framework Plan is to ensure that the Eden District and B – Municipalities as well as the National and Provincial planning processes are mutually linked and, secondly, to guarantee that these processes and strategies inform and complement each other thereby culminating into a regulatory framework which seeks to direct efficient, effective and economically driven planning initiatives and innovations in response to the prevalent socio- economic realities through accurate, credible and sustainable resource allocation.

The Section 27 Framework shall incorporate a District time schedule, attached as an Annexure I and shall also provide guidance pertaining to IDP content, plans and planning requirements as specified in the relevant section through the adoption of mutually agreed upon working principles.

This IDP drafting, review and amendment process will be conducted as outlined in each individual municipality (B and C Municipalities) and IDP time schedules which, by law, must be prepared and adopted by each municipal council on an annual basis shall accompany the district framework submission to Council for adoption.

3. THE ROLE OF THE DISTRICT

The functions and powers of Municipalities are clearly prescribed in Chapter 5 of the Municipal Structures Act (MSA), 1998 (Act 117 of 1998).

Section 83(3) of the MSA, states:

“A district municipality must seek to achieve the integrated, sustainable and equitable social and economic development of its area as a whole by –

- (a) **ensuring integrated development planning for the district as a whole;***
- (b) **promoting bulk infrastructural development and services for the district as a whole;***
- (c) **building the capacity of local municipalities in its area to perform their functions and exercise their powers where such capacity is lacking; and***
- (d) **promoting the equitable distribution of resources between the local municipalities in its area to ensure appropriate levels of municipal services within the area.***

There are various roles that a district should play to drive regional planning and development, and one way is through the development of a framework for integrated development planning in that district. The Eden District Municipality has, therefore, developed a framework from which all the local IDPs in the District should be aligned. The revised District IDP Framework Plan was presented and work-shopped to stakeholders at the District IDP Managers’ Forum on 27 June 2016, to solicit their input and support.

4. DISTRICT IDP FRAMEWORK VS IDP PROCESS PLAN

The District IDP Framework Plan is a high level summary of the District development plan over a five year period. The Framework Plan indicates, amongst others, matters that require alignment and how this alignment and integration will be achieved.

The IDP Process Plan is a time schedule of activities and events to be undertaken in the process of developing the actual District IDP, supporting IDP processes of the Local Municipalities to ensure alignment.

5. LEGAL CONTEXT OF THE DISTRICT IDP FRAMEWORK

Section 27 of the Municipal Systems Act, 2000 (Act 32 of 2000) states that the Framework Plan must at least cover the following issues:

- a. Identify the plans and planning requirements binding in terms of national and provincial legislation on the district municipality and the local municipalities or on any specific municipality;
- b. Identify the matters to be included in the integrated development plans of the district municipality and the local municipalities that require alignment;
- c. Specify the principles to be applied and coordinate the approach to be adopted in respect of those matters; and
- d. Determine procedures -
 - i. for consultation between the district municipality and the local municipalities during the process of drafting their respective integrated development plans; and
 - ii. to effect essential amendments to the framework.

According to section 35 of Municipal Systems Act, 2000 (Act 32 of 2000) the following milestones with regards to alignment must be attained:

1. Budgeting process of the municipality should align with IDP process in the way that allocations would be informed by the priorities and objectives emanating from the IDP. It is imperative to note and ensure that all projects in the IDP should be linked with the budget
2. National and Provincial Departments' programmes/projects at municipal levels should align with the municipal development priorities and objectives
3. Local government programmes at the District level should align with programmes at the local municipalities
4. All development initiatives (government, private sector international agencies) should only be approved on the basis that they have expression in the priorities and objectives of Eden District Municipal IDP

5. Local municipalities IDPs should inform the District IDP within the District Framework¹

6. CRITICAL ISSUES RELATED TO THE 2016/2017 REVIEW PROCESS

The following issues remain critical throughout the 2016/2017 IDP Review process:

1. The District IDP framework shall inform the time schedule of both the District and those of the B-Local municipalities
2. The IDP process should align with the prescribed legislative timeframes
3. Community involvement should be enshrined in the process from preparatory phase to approval and implementation phases of municipal IDPs
4. The region's B – municipalities IDP process should be informed by the Ward level development concerns and needs
5. In all phases of the IDP Drafting, Review and Amendment process, the district's B – municipalities will inform the Eden District Municipal IDP
6. B – Municipalities shall submit their considered and final approved IDP documents to the Eden District Municipality.

7. PRINCIPLES

Eden District Municipality proposes that the principles as encapsulated in the National Environmental Management Act 107 of 1998 form the basis for planning:

1. Environmental management must place people and their needs at the forefront of its concern, and serve their physical, psychological, developmental, cultural and social interests equitably.
2. Development must be socially, environmentally and economically sustainable.
3. Sustainable development requires the consideration of all relevant factors including the following:
 - (i) that the disturbance of ecosystems and loss of biological diversity are avoided, or, where they cannot be altogether avoided, are minimised and remedied;
 - (ii) that pollution and degradation of the environment are avoided, or, where they cannot be altogether avoided, are minimised and remedied;
 - (iii) that the disturbance of landscapes and sites that constitute the nation's cultural heritage is avoided, or where it cannot be altogether avoided, is minimised and remedied;
 - (iv) that waste is avoided, or where it cannot be altogether avoided,

¹ Refer to Annexure II which indicates the IDP Content prescribed.

- minimised and reused or recycled where possible and otherwise disposed of in a responsible manner;
 - (v) that the use and exploitation of non-renewable natural resources is responsible and equitable, and takes into account the consequences of the depletion of the resource;
 - (vi) that the development, use and exploitation of renewable resources and the ecosystems of which they are part do not exceed the level beyond which their integrity is jeopardised;
 - (vii) that a risk-averse and cautious approach is applied, which takes into account the limits of current knowledge about the consequences of decisions and actions; and
 - (viii) that negative impacts on the environment and on people's environmental rights be anticipated and prevented, and where they cannot be altogether prevented, are minimised and remedied.
4. Environmental management must be integrated, acknowledging that all elements of the environment are linked and interrelated, and it must take into account the effects of decisions on all aspects of the environment and all people in the environment by pursuing the selection of the best practicable environmental option.
 5. Environmental justice must be pursued.
 6. Equitable access to environmental resources, benefits and services to meet basic human needs and ensure human wellbeing must be pursued.
 7. The participation of all interested and affected parties in environmental governance must be promoted, and all people must have the opportunity to develop the understanding, skills and capacity necessary for achieving equitable and effective participation, and participation by vulnerable and disadvantaged persons must be ensured.
 8. Decisions must take into account the interests, needs and values of all interested and affected parties, and this includes recognising all forms of knowledge, including traditional and ordinary knowledge.
 9. Community wellbeing and empowerment must be promoted through environmental education, the raising of environmental awareness, the sharing of knowledge and experience and other appropriate means.
 10. The social, economic and environmental impacts of activities, including disadvantages and benefits, must be considered, assessed and evaluated, and decisions must be appropriate in the light of such consideration and assessment.
 11. Decisions must be taken in an open and transparent manner.
 12. There must be intergovernmental coordination and harmonisation of policies, legislation and actions relating to the environment.
 13. Actual or potential conflicts of interest between organs of state should be resolved through conflict resolution procedures.
 14. Global and international responsibilities and deliberations relating to the environment must be discharged in the national interest.
 15. The environment is held in public trust for the people, the beneficial use of environmental resources must serve the public interest and the environment must be protected as the people's common heritage.
 16. The vital role of women and youth in environmental management and development must be recognised and their full participation therein must be promoted.
 17. Sensitive, vulnerable, highly dynamic or stressed ecosystems, such as coastal shores, estuaries, wetlands, and similar systems require specific

attention in management and planning procedures.
18. Adherence to the Batho Pele principles.

8. THE IDP CYCLE

Phase	Activities	Timeframe
Initiation	Adoption of District Framework Adoption of Time Schedules	Completed by August/September 2016
Analysis	Community and Ward Committee meetings Stakeholder meetings	Completed by 31 October 2016
Strategies	Strategic workshops	Completed by 30 November 2016
Project	Municipality-wide Projects/Programmes Community Level Projects/Programmes	Completed by 31 January 2016
Integration	District and B – municipalities to integrate all municipal sector plans integration	Completed by 28 February 2017
Council consideration	District and B – Municipal Councils to consider Draft IDP	Completed by 31 March 2017
Public Participation	Communities to comment on IDPs	Completed by 30 April 2017
Council adoption	Final approval by District and B – Municipal Councils	Completed by 31 May 2017

9. HORIZONTAL AND VERTICAL ALIGNMENT

The main responsibility of horizontal alignment lies with the Eden District Municipality. The Eden District IDP Managers Forum will be utilized as the platform to ensure alignment between the B – municipalities residing within the district, the Eden District municipality, as well as Provincial and National Departments.

The core component of vertical alignment will be through the district's established Technical IGR engagements coordinated by the Eden District Municipality. Alignment with Provincial Sector Departments may also be achieved. For this purpose, the Provincial IDP Managers Forum meetings; Provincial IDP Indaba 1 (Joint Planning Initiative); Provincial IDP Indaba 2 and LGMTEC 3 Assessment will deliberate.

Matters that require alignment between the district and local municipalities and to be included in the IDPs are:

- Integrated Development Planning – The Eden District Municipality proposes that this be achieved through constant communication, dialogue, interaction, deliberations and engagements between the District and B-Municipalities. In addition to the strengthened District IDP Managers Forum, the alignment will be further augmented through the adoption of mutually agreed upon IDP content design. That the principles identified in 4 above be adhered to and assist towards the achievement of credible and sustainable IDP's. That IDP Management tools be shared and that best practices be exchanged. That a strong commitment towards the implementation of a support register guide future discussions.
- Fostering a Green Economy – Eden District Municipality seeks to promote the enforcement of environmental laws, coastal development and the identification of environmental projects and programmes which support local economic development initiatives such as the proposed Agriparks Initiative.
- Bulk infrastructure development - To be achieved through the strengthening of the District Infrastructure planning Forum and the development of a comprehensive bulk infrastructure development plan.
- Bulk water supply systems – Through the identification of development transitions and through the platform of the Infrastructural Planning Forums.
- Bulk supply of electricity and the implementation of alternative energy transitions
- Regional waste water
- Sewerage disposal
- Waste management, education and the regional landfill site construction and administration
- Municipal roads
- Integrated Transport Planning
- Information and Communication Integration and governance Technologies
- Geographical Information Systems and Spatial Planning
- Performance Management – Through the identification of assessment criteria and pre-determined objectives
- Regulation of passenger transport services
- Municipal airports
- Municipal health
- Skills development
- Funding mobilisation
- Extended Public Works Programme
- Disaster Management and fire fighting services
- Establishment, control and conduct of fresh produce markets, abattoirs, cemeteries and crematoria
- Local Economic Development
- Tourism Development – Through the extensive marketing of the entire District and the promotion of new products and experiences.
- Disbursement of grants and allocations to the district municipality

10. EDEN ORGANISATIONAL ARRANGEMENTS (STRUCTURES THAT DRIVE THE IDP PROCESS)

The Eden District Municipality will employ the following structures and platforms to ensure continued liaison and coordination throughout the IDP process:

- Council meetings and strategic workshops
- Mayco meetings
- Mancom
- Provincial Minmay Tech
- Eden District Coordinating Forum (DCF)
- District Municipal Managers Forum (MMF)
- The Eden District Municipality's IDP Task team
- District Public Participation and Communication Forum
- District IDP Managers Forum
- District Bulk Infrastructure Forum
- District sectoral engagements (Via Intergovernmental Relations (IGR) Technical Forums)
- Provincial IDP Managers Forum
- Provincial Integrated Working Group
- Western Cape District Integrated Forum
- Provincial IDP Indaba 1 ([JPI](#)) and 2
- Provincial Public Participation Forum

11. MUNICIPAL PUBLIC PARTICIPATION

The Municipal Systems Act, 2000 (32 of 2000) mandates all municipalities to adopt a democratic approach to promote developmental local governance. Accordingly the Eden District Municipality and its local municipalities will employ various means to ensure that the communities get involved in the municipal integrated development planning processes.

Apart from their individual IGR structures, the following platforms and mechanisms will be employed by B – municipalities as part of their IDP Process:

George municipality	Bitou municipality	Knysna municipality	Mossel Bay municipality	Oudtshoorn municipality	Hessequa municipality	Kannaland municipality
<ul style="list-style-type: none"> • Ward committees • Public road shows • IDP steering committee (internal) • Council & Section 80 committees • Budget committee • IDP representative forum 	<ul style="list-style-type: none"> • Ward committees • Public meetings • IDP/ Budget Steering committee • IDP representative forum • Mayco & Council • Local media 	<ul style="list-style-type: none"> • Ward committees • IDP & Budget steering committee (re-constitute) • Local radio stations • IDP representative forum • Public participation unit 	<ul style="list-style-type: none"> • Ward committees • Public road shows • IDP steering committee (in process) in liaison with Budget committee • Mayco & Council • IDP rep forum (in process to establish) • Eden FM • Newsletters, 	<ul style="list-style-type: none"> • Ward committees • Website & local media • Public participation unit • CDW's • Mayco & Council • Budget steering committee • Communication's office • Sector Community Forum (Oudtshoorn community forum) 	<ul style="list-style-type: none"> • Ward committees • Public meetings • Local media • Structured community platforms • Senior management meetings • Full Council IDP work sessions 	<ul style="list-style-type: none"> • Ward committees • Public meetings • IDP/ Budget Steering committee • IDP FORUM • Mayco & Council • Local media (includes newsletters) Website • CDW's • Pamphlets, Door-to-door

George municipality	Bitou municipality	Knysna municipality	Mossel Bay municipality	Oudtshoorn municipality	Hessequa municipality	Kannaland municipality
			flyers, posters	•IGR forum		

Each local municipality will be responsible for their own public participation during their IDP process. Important to this process is that the region's B – Municipalities extend invitations to the Eden District Municipality, via the Office of their Municipal Managers, to these workshops and, if so required, clearly indicate the support needed from the Eden District Municipality with the facilitation or coordination of these workshops.

The outcomes of local public participation processes must be communicated to the Eden District Municipality, via the District IDP Managers Forum as soon as the municipalities have completed the analysis phase of their IDP process and by no later than the end of November 2016.

Following the consideration of the Draft Five year (2017/2018- 2021/2022) IDPs by the District's Municipal Councils at end of March 2016, the Draft IDP documents should be published for all members of the community to comment on gaps and successes of the IDP. All public comments raised during this period shall be taken into consideration before the district's five year 2017/2018-2021/2022 IDPs submitted to their respective Councils for final adoption.

12. EDEN DISTRICT MUNICIPALITY'S STAKEHOLDER ENGAGEMENTS

The Eden District Municipality will also engage district wide stakeholders as part of its five year 2017/2018-2021/2022 IDP process. This will be mainly through the utilisation of established District Technical IGR Forums. The objectives of these engagements the Eden District will be to identify developmental concerns of a district concern and possible district wide solutions for discussion with the Mancom and a Strategic Workshop with Council. The outcomes of these sessions will be included in the Eden District Municipality's Draft 2017 /18 – 2021/22 five year IDP.

The Eden District will also utilise the Provincial IDP Indaba 1 (JPI) which is tentatively scheduled for October 2016 as the platform to engage with sector departments on critical developmental issues that emanated from their previous individual IDP Public Participation engagements. Progress with regards to fast tracking long term JPI's shall also be placed under spotlight. Provincial IDP Indaba 2 will further be used as the platform where sector departments must present their budget allocations to the B's for the coming financial year. IDP, SDBIP and Budget alignment should be incorporated into the Draft IDP for tabling at Council the end of March 2017.

A District IDP Indaba is planned for November 2016.

13. COMPONENTS FOR INCLUSION IN MUNICIPAL IDPS

The contents of the district and each local municipality IDP need not necessarily be similar, but for the sake of alignment it is accepted that at least the following components will be provided to ensure alignment of district's and local municipalities Integrated Development Plans. An IDP Content table is attached, marked Annexure II.

Clear Analysis Of Municipal Reality And Clear Development Strategy	<ul style="list-style-type: none"> • Socio-economic analysis of municipal area: Ward-based profiling within the municipal area * (exclude District IDP) • Clear long term development vision (JPI and SDF) • Clear economic development strategy (to broaden economic participation through skills development and higher investment rate) • Clear strategy for people development (skills / health / education) • Clear actions for development of natural resource base • Action for integrated human settlement (spatial planning logic) • Sectoral plans in support (water, transport, energy, land reform)
Targeted Basic Services And Infrastructure Investment	<ul style="list-style-type: none"> • Basic service provision that address national targets for basic service provision (water, sanitation, electricity, waste removal/sanitation) • Comprehensive Bulk Infrastructure Planning • Clear medium to long term infrastructure provision strategy: Targeting of services and infrastructure to specific areas • Maintenance of infrastructure is addressed • MIG and other infrastructure grants are optimally Utilised
Community Involvement In Planning And Delivery	<ul style="list-style-type: none"> • Ward Committee re-establishment • Ward Committee Induction and training • Communication and capacity building on IDP through council and ward structures • Sector involvement in the IDP
Institutional Delivery Capacity Within Municipality	<ul style="list-style-type: none"> • Institutional Framework and Microstructure review • Clear project and service delivery plans • Budget linked to IDP priorities and projects • Clear performance indicators for IDP implementation: services/project • Internal skills, systems and implementation responsibilities
Alignment With National/Provincial Programmes	<ul style="list-style-type: none"> • IDP addresses national and provincial strategies (economic, social and environmental (i.e. NSDP, PGDS) • District and B – Municipal IDP have a shared strategic priorities • Sharing of resources between spheres of government in the IDP

The former Department of Cooperative Governance and Traditional Affairs has developed a standard IDP guideline for municipalities when drafting and planning the Integrated Development Plans. The Western Cape Department of Local Government also proposed the development of an IDP Formulation Guide at the Provincial IDP Managers Forum meeting in June 2013. This guide will be a provincial initiative in collaboration with all municipalities in the province. It must be, however, reiterated that municipalities can utilise their own discretion when drafting their IDP and must realise that each municipality's situation analysis is unique.

It is proposed that the Eden District Municipality and the local municipalities as part of their formulation or drafting of their IDPs use the guidelines as depicted below.

14. POLICY REQUIREMENTS TO BE INCLUDED IN MUNICIPAL IDPS

To ensure that both the district and local municipalities include all the relevant binding national and provincial legislation, policy, programmes, strategies or parts thereof and that these requirements are considered and met in the region's IDP formulation processes, the following is highlighted:

a) Strategic Direction

- State of the Nation Address
- Budget Speech
- State of the Provincial Address
- State of the District Address

b) Plans

- National Development Plan 2030
- Provincial Strategic Plan

LEVEL 1 (SPATIAL VISION AND SDF)

- SDF which constitutes the undermentioned components:
 - Spatial Vision
 - Long-term spatial development vision statement and plan
 - Integration of all sector policies and plans
 - Guide planning and development decisions across all sectors of government
 - Guide in relation to spatial planning and land use management systems
 - Provide clear and accessible information to public and private sector for investment purposes
 - Include previously disadvantaged areas and address their inclusion and integration into spatial, economic, social and environmental objectives
 - Address historical spatial imbalances in development
 - Identify long term risks of spatial patterns of growth

- Provide strategic direction for strategic developments, infrastructure development in the investment of land development
- Take cognizance of any environmental management instrument
- Incorporate the outcomes of substantial public engagement

LEVEL 2 (SOCIAL, ECONOMIC AND ENVIRONMENTAL VISION)

- LED/Tourism/Agriculture Plans
- Environmental Management Plans
- Integrated Human Settlements

LEVEL 3 (INPUT SECTOR PLANS)

- Integrated Waste Management Plan
- Integrated Transport Plans
- Air Quality Management Plans
- Water Services Development Plans
- Budget related planning – mSCOA
- Integrated Waste Management Plan
- Integrated Energy Plan
- Sports and Recreation Plan

LEVEL 4 (STRATEGY SUPPORT)

- Disaster Management Plan
- Risk Management Plan
- Comprehensive Bulk Infrastructure Plans

LEVEL 5 (IMPLEMENTATION SUPPORT)

- Institutional/Financial Plan
- Asset management maintenance plans

c) Planning Requirements

- National Key Performance Areas and targets
- Provincial Key Performance Areas and targets
- District Section 27 Framework
- Joint Planning Initiatives
- Indaba Agreements and Referrals
- National Spatial Development Perspective
- Provincial Spatial Development Framework
- District Spatial Development Framework
- Local Spatial Development Framework
- Disaster Contingency Plans
- Performance Management Strategies and PDO's
- EPWP Strategies
- Poverty, HIV/AIDS and Youth Development Strategies
- Land Use Development Objectives
- Human Resources Development Strategies (Workplace Skills, Employment Equity, etc)
- Local Economic Development Implementation

- Tourism Project implementation
- Integrated Infrastructure Plans implementation
- Integrated Energy Plans
- Information and Communication Technology Integration and governance implementation
- Public Participation and Communication mobilization, education and inclusion

d) Legislative Framework

- The Constitution RSA
- The White Paper on Local Government
- The Municipal Systems Act and Regulations 32 of 2000
- The Municipal Finance Management Act 56 of 2003
- The Intergovernmental Relations Framework Act
- Disaster Management Act
- National Environmental Management Act
- Municipal Structures Act
- Growth, Employment and Redistribution Programme (GEAR)
- Public Sector Procurement Reform in SA
- National Environmental Management Act
- Disaster Management Act
- Municipal Planning Regulations
- Water Services Act
- Integrated Pollution and Waste Management for SA
- White Paper on SA Land Policy
- Rural Development Framework
- White Paper Energy
- Local Agenda 21(4)
- Spatial Planning and Land Use Management Act, 2001
- Urbanisation Policy
- Farm Worker Housing and Fringe Policy
- Bio-regional Planning Policy and Guide
- Guidelines for Subdivision of Agricultural Land
- White Paper on Transport
- White Paper – Knowledge Economy for the Western Cape

e) Policies

Eden District Municipality and all the B-Municipalities are in the process of reviewing all existing policies in order to ensure an accurate alignment of policy document. The updated policy register is available on the municipal website for perusal.

15. MONITORING OF THE FRAMEWORK PLAN

The IDP unit of the Eden District Municipality will in conjunction with the IDP Managers of the local municipalities monitor the compliance and adherence of the actual IDP process of all municipalities to this Framework Plan. Provincial Government will play a monitoring and supportive role in terms of Sections 32 and 33 of the MSA 32 of 2000.

16. PROCEDURE TO AFFECT AMENDMENTS TO THE FRAMEWORK PLAN

Should the need arise to amend the framework it will be discussed at the District IDP Managers Forum and Internal IDP Task Team meeting, where after the forum will recommend amendments to the Eden District Municipality's Mancom, Mayco and ultimately Council for approval. The Eden District Municipality's IDP Unit will then inform the affected municipality of the resolution taken.

17. REVIEW OF FRAMEWORK PLAN

This Section 27 District Framework Plan will be reviewed annually.

18. CONCLUSION

The Eden District Municipal Section 27 Framework aims to bind both the district municipality and the region's B – municipalities through consultation, coordination and alignment between the planning processes. The Framework also aims to establish structures that could be of use to improve municipal IDP processes and at the same time provide the mechanisms that could be utilised to monitor and evaluated the IDP formulation process.

In conclusion, the Eden District Section 27 Framework Plan must be seen as the tool for the district to ensure that interrelated parallel planning processes within the district are used to obtain maximum advantage for the district as a whole thus leading to credible and sustainable integrated development planning and development within the District and meeting the socio-economic challenges through risk mitigation, accurate and concise budgeting and performance monitoring alignment towards a predetermined outcome which seeks to overcome the triple challenge of poverty inequality and unemployment.

ANNEXURE I: EDEN DISTRICT MUNICIPALITY: TIME SCHEDULE FOR 2016/2017 IDP/BUDGET AND SDBIP REVIEW PROCESS

Activity	Description	Responsibility/ Facilitator	Jun' 16	July' 16	Aug' 16	Sept' 16	Oct' 16	Nov' 16	Dec' 16	Jan' 17	Feb' 17	Mar' 17	Apr' 17	May' 17	Jun' 17
PREPARATION FOR IDP PROCESS															
Provincial IDP Managers Forum	Draft IDP Framework And Process Plan	District IDP Co-ordinator	√												
IDP Framework And Process Plan	Draft IDP Framework And Process Plan	District IDP Co-ordinator	√												
District IDP Managers Forum Meeting	Discuss And Align Draft Framework And Process Plan With IDP Managers	District IDP Managers Forum	√												
IDP/ Budget Processes Alignment	Meeting With Finance Department, PMS and Risk management To Align 2016/2017 IDP Process And Activities To Budget, Performance and Risk Process	District IDP Co-ordinator/ CFO/PMS Officer/Risk Officer		√											
IDP Task Team	Discuss Draft Framework And Process Plan	Eden IDP Task Team		√											

Activity	Description	Responsibility/ Facilitator	Jun' 16	July' 16	Aug' 16	Sept' 16	Oct' 16	Nov' 16	Dec' 16	Jan' 17	Feb' 17	Mar' 17	Apr' 17	May' 17	Jun' 17
Risk Management	Preparation of Risk Policy, Strategy and Implementation Plan	MM/Risk Officer		√											
Mancom	Discuss Draft IDP Framework And Process Plan For Input/Comments	IDP Co-ordinator/ Mancom			√										
District IDP Managers Forum Meeting	Discuss And Align Draft Framework And Process Plan With IDP Managers	District IDP Managers Forum			√										
2015/2016 Annual Report	Preparation of annual financial statements for inclusion into the Annual Report.	MM/CFO/ Performance Officer			√										
WC District Integrated Forum	District Municipalities collaboration: Planning, aligning and developing the five year IDP	District IDP Managers				√									
Mayoral Committee Meeting	Mayoral Committee To Discuss And Recommend Draft Framework And Process Plan To Council	District IDP Co-ordinator/ Mayoral				√									

Activity	Description	Responsibility/ Facilitator	Jun' 16	July' 16	Aug' 16	Sept' 16	Oct' 16	Nov' 16	Dec' 16	Jan' 17	Feb' 17	Mar' 17	Apr' 17	May' 17	Jun' 17
		Committee													
Council Meeting	Tabling Of 2016/17 IDP Time Schedule & Section 27 Framework For Adoption By Council/Tabling Of Draft Annual Report And Risk Management Policy	Council				√									
District Alignment Workshop	District Alignment: Aligning Overberg, Cape Winelands, Central Karoo, and West Coast Districts with Eden District	DLG/IDP Managers			√		√								
Public Participation	Approved Framework And Process Plan Notice To Be Published in Regional Press	District IDP Co-ordinator/PP/ Communications Department				√									
IDP ANALYSIS PHASE															
District IDP Managers Forum	Preparation for B – Municipal Public Participation, Mini IDP Summit and IDP Indaba 1	District IDP Managers Forum					√								

Activity	Description	Responsibility/ Facilitator	Jun' 16	July' 16	Aug' 16	Sept' 16	Oct' 16	Nov' 16	Dec' 16	Jan' 17	Feb' 17	Mar' 17	Apr' 17	May' 17	Jun' 17
Provincial IDP Managers Forum	Discuss matters related to the improvement of IDP processes and additional support required from DLG	DLG/District IDP Managers Forum				√	√								
IDP Task Team	Prepare For District Sectoral Engagement Process	Eden IDP Task Team					√								
District Sectoral Engagement	Discuss Longer Term Regional Developmental Concerns, Critical Issues & Developmental Opportunities	District IDP Co-ordinator/ Management						√							
WC District Integrated Forum	District Municipalities collaboration: Planning, aligning and developing the five year IDP	District IDP Managers						√							
Provincial IDP Indaba I	Discuss Long term district/city alignment and joint planning initiative (JPI) progress	DLG/Sector Departments/ Municipalities						√							
Internal Analysis	Workshop With Extended Management Team- 2017/2018 – 2021/2022 Plans, Eden Financial Position	District IDP Co-ordinator/CFO/PM S Officer/ Management						√							

Activity	Description	Responsibility/ Facilitator	Jun' 16	July' 16	Aug' 16	Sept' 16	Oct' 16	Nov' 16	Dec' 16	Jan' 17	Feb' 17	Mar' 17	Apr' 17	May' 17	Jun' 17
Public Participation	8 municipalities to start with Public Participation	IDP Managers/Communicators/Public Participation Officials					√	√							
District IDP Managers Forum	Feedback on District Sectoral Engagements- Community Priorities Identified In Public Participation Process	District IDP Managers Forum							√						
WC District Integrated Forum	District Municipalities collaboration: Planning, aligning and developing the five year IDP	District IDP Managers							√						
Provincial IDP Managers Forum	Feedback on District IDP Process/ Discuss matters related to the improvement of IDP processes and additional support from DLG	DLG/IDP Managers							√						
STRATEGY PHASE															
Review Development Strategies	Session With Council, Senior Management To Discuss New Strategic Direction	Mayor/Council/ Municipal Manager/ MANCOM IDP Unit/Senior Management Team				√	√	√	√						

Activity	Description	Responsibility/ Facilitator	Jun' 16	July' 16	Aug' 16	Sept' 16	Oct' 16	Nov' 16	Dec' 16	Jan' 17	Feb' 17	Mar' 17	Apr' 17	May' 17	Jun' 17
Departmental IDP Priorities	One-On-One Sessions With Departments Determine Priorities For Next Year (IDP Template)	District IDP Co-ordinator /Eden Management				√	√	√	√						
IDP Task Team	Discuss Priorities And Project Proposals	District IDP Co-ordinator/ Task Team							√						
Departmental Project Plans	Submit Project Proposals In Line With Council's Strategic Objectives and Regional Developmental Concerns	District IDP Co-ordinator/CFO							√						
Performance Management	Mid – Year Performance Report/Assessment	MM/PMS Officer								√					
INTEGRATION PHASE															
Council Meeting	Adopt Adjustment Budget/Draft Risk Register/Draft Annual Report	Eden DM Council								√					

Activity	Description	Responsibility/ Facilitator	Jun' 16	July' 16	Aug' 16	Sept' 16	Oct' 16	Nov' 16	Dec' 16	Jan' 17	Feb' 17	Mar' 17	Apr' 17	May' 17	Jun' 17
Performance Management	Mid – Year Performance Review	MM/PMS Officer								√					
District IDP Managers Forum	Align District's IDP Initiatives with B-municipalities, preparation for IDP Indaba 2.	District IDP Managers Forum									√				
WC District Integrated Forum	District Municipalities collaboration: Planning, aligning and developing the five year IDP	District IDP Managers									√				
IDP Indaba 2	Municipal Applications And Agreements To Be Discussed	DLG/Sector Departments /Municipalities									√				
Budget And IDP Alignment	Align Draft Five year IDP to Draft Budget	District IDP Co-ordinator/ CFO									√	√			
Budget Drafting	Budget Process Driven By CFO	CFO									√	√			
Provincial IDP Managers Forum	Feedback On District IDP Process/ Discuss All Matters Related To IDP Processes	District IDP Co – ordinator										√			

Activity	Description	Responsibility/ Facilitator	Jun' 16	July' 16	Aug' 16	Sept' 16	Oct' 16	Nov' 16	Dec' 16	Jan' 17	Feb' 17	Mar' 17	Apr' 17	May' 17	Jun' 17
IDP/BUDGET/RISK REGISTER/SDBIP ADOPTION PHASE															
Council Workshop	Workshop To Discuss Draft Budget/SDBIP/ and IDP With Council	MM, Perf Officer, CFO, IDP Co – ordinator										√			
Tabling Of Draft IDP/ Budget/ SDBIP and Final Risk Management Policy	Adoption Of Draft IDP, Budget and SDBIP	Council										√			
Tabling of Draft SDF	Tabling of Draft SDF	Council										√			
LGMTEC 3	Sector Departments To Discuss Comments on Draft IDP and Budget	Heads of Departments, CFO, District IDP Co – ordinator /provincial and National Sector Departments												√	
Public Participation	Advertise Draft IDP and Budget For Public Comment	IDP Co – Ordinator/PP/Com											√	√	
Public Participation	B – Municipalities to starts with Budget/IDP Roadshows	B Municipal Councillors/Manag ement/CFOs/ IDP Managers/Commu nicators/Public Participation											√	√	

Activity	Description	Responsibility/ Facilitator	Jun' 16	July' 16	Aug' 16	Sept' 16	Oct' 16	Nov' 16	Dec' 16	Jan' 17	Feb' 17	Mar' 17	Apr' 17	May' 17	Jun' 17
		Officials													
IDP Task Team	Input On Draft IDP	Eden IDP Task Team											√		
District IDP Managers Forum	Alignment of Municipal Strategies and Budgets	IDP Managers Forum											√	√	
Budget Steering Committee	Workshop Final Budget And IDP With Committee	MM/CFO/IDP Co – Ordinator												√	
Adoption of Final IDP/ Budget	Adoption Of Final Five year 2017/2018 -2021/2022 IDP and Budget	Council												√	
Adoption of Final SDF	Adoption of Final SDF	Council													√
Communicate Adopted Five year IDP	IDP Road show														√
Communicate Adopted Five year IDP	Submit Council Adopted IDP To MEC For Department Of Local Government	District IDP Co-ordinator													√
Communicate Adopted Budget	Submit Adopted Budget To National And Provincial Treasury	CFO													√

Activity	Description	Responsibility/ Facilitator	Jun' 16	July' 16	Aug' 16	Sept' 16	Oct' 16	Nov' 16	Dec' 16	Jan' 17	Feb' 17	Mar' 17	Apr' 17	May' 17	Jun' 17
IDP IMPLEMENTATION															
SDBIP	Mayor Approves The SDBIP	MM/PMS Officer/ Executive Mayor	June 2017												
Performance Contracts	PM Contracts Of MM And Executive Managers Signed	MM/PMS Officer													
Performance Contracts	Submit Signed Copies Of Contracts To MEC For LG	MM/PMS Officer													
Notice Of Performance Contracts &SDBIP	Place Notice Of Signed Performance Contracts And SDBIP Approval	PMS Officer													

ANNEXURE II: PROPOSED FIVE YEAR 2017/2018 – 2021/2022 IDP CONTENT

Section	Content	Detail to be Included	IDP Manager's Comments
	Foreword: Executive Mayor Foreword: Municipal Manager Executive Summary		Executive Mayor Municipal manager Portfolio Chairperson: Strategic Services
A. INITIATION	Legislative Framework	<ol style="list-style-type: none"> 1. Legal Context (Eden Policy and Law) 2. 2017/2018 – 2021/2022 set the scene for five years. Drafting the 5-year IDP.IDP review, 3. Process followed in formulating and drafting the 5 year IDP. 4. Fourth generation IDP 5. Policy directives 6. Millennium Development Goals 7. National Key Performance Areas 8. Provincial Policy directives 9. District Mandate and function 10. Municipality in context and relevance to district 	<p>Drafting 5-year 2017/18 – 2021/22 IDP; Annual and Mid-term review; Amendment</p> <p>Forward looking objectives (2017 – 2012)</p> <p>Backward looking accomplishments (2012 – 2016)</p> <p>Handover/Close out report and benchmarking</p> <p>IDP process Plan</p> <p>Setting the scene for the drafting of the 5-year IDP</p> <p>District role as strategic enabler, co-ordinator and facilitator</p>

B. ANALYSIS	<p>The State of the district</p> <p>(Situational analysis)</p> <p>State the realities and challenges.</p>	<ol style="list-style-type: none"> 1. Key features of the municipality – Strengths, weaknesses, opportunities and threats. (SWOT Analysis) 2. Summary of municipal access and infrastructural backlogs- <i>water, sanitation, energy & electricity, housing, roads and transport, storm water</i> – Graphs, maps etc. <i>Cost the R-value to address these backlogs.</i> 3. Demographic realities 4. Social realities- <i>HIV/AIDS, vulnerable groups-disabled, aged, youth, gender equity, access to government services</i> 5. Spatial realities – economic and urban settlements, land availability, social infrastructure in relation to settlements, growth and development prospects, 6. Environmental realities – natural endowments, threats, characteristics (<i>air quality control, disaster management, environmental management, climate change, waste management,</i>) 7. Economic realities – challenges and issues 8. Housing realities – challenges and issues, human settlement linked to the SDF 9. Community development realities/needs (Maybe on ward based) 10. Institutional Realities (Organizational structure, Also include policy shortcomings and current status), vacancies, 11. Financial realities/ Financial viability 12. Good governance and public participation 13. IDP SWOT as a result of identified realities (e.g. <i>table format</i>) 	<p>Ward Based Overviews</p> <p>Eden strengths and weaknesses/challenges and opportunities</p> <p>Situation Analysis (STATSSA 2011 supplemented by 2016 MERO and WC Socio – economic Profile)</p> <p>State of environment report 2016 MERO Report</p> <p>Public participation outcomes from B-Municipalities.</p> <p>Micro organizational structure</p> <p>Financial analysis; Financial performance; Financial Plan; Financial related constraints;</p> <p>MGRO Report</p>
C. STRATEGIES	Development Strategies	<ol style="list-style-type: none"> 1. Municipal position statement in relation to vision 2. Vision and analysis of vision (thus the basic 	State the municipality's response to national KPA's

	(Eden Vision)	objectives) 3. Mission 4. Values 5. Strategic Goals 6. Alignment of Strategic goals, operational strategies and project identification 7. Alignment: National KPA's – <ul style="list-style-type: none"> ▪ Provincial Strategic Goals ▪ Municipal Strategic Goals ▪ Planned municipal project identification (action) and operational strategies 	
D. PROJECT	Municipal Spatial Development Framework	8. Eden Spatial Vision 9. Project driven Spatial Planning 10. Spatial realities 11. National Spatial Perspective 12. Provincial Spatial Development Framework 13. District Spatial Development Framework 14. Mapping of regional infrastructure opportunities 15. Geographic financial investment	SPLUMA; LUPA mSCOA Spatial compliance
E. INTEGRATION	Inter-governmental Development Strategies alignment and report on Strategic Goals	16. Aligning District and B-municipal Planning 17. Alignment to National KPA's and Provincial Strategic Goals 18. Project/program identification report	National, District, local and Provincial alignment and Report on Strategic goals
	Sector Involvement and Inter-governmental Relations	Spatially Illustrated via investment footprint <ul style="list-style-type: none"> ▪ Sector Plans updated (Level 1-5) ▪ Obtain from Provincial IDP Indaba 1 ▪ State alignment with national and provincial programmes ▪ State of the Nation Address ▪ Indaba 2 JPI ▪ State of the Province Address ▪ IDP and Skills development alignment 	Alignment of Provincial Sector Departments to Provincial Strategic Goals and Eden DM Indaba I and II Align strategic objectives of each Provincial Sector Departments with Eden DM and B-

		<ul style="list-style-type: none"> ▪ IDP and Public Participation alignment ▪ Cogta Back to Basics ▪ Economic Freedom 	Municipalities NDP Alignment Demonstrate SONA Alignment One Cape Vision JPI
	Eden Disaster Management Plan	<ul style="list-style-type: none"> • Disaster management plan • Risk Assessment Report • Disaster Risk Reduction actions • Disaster assistance to local municipalities • Summary of major incidents • Shared risk management collaboration • Risk register (corporate) – strategic and operational • Contingency plans 	Risk management, measurement, mitigation and budget alignment
	Implementation/Financial Plan	<ol style="list-style-type: none"> 1. National, Provincial District and Local investment footprint 2. B Municipal Priorities 3. Eden DM sustainability Model 4. Prioritisation Model 5. Budget related policies 6. Budget projection 7. Financial resources available 8. Financial Strategy – ways of increasing revenues and external funding for capital and operational expenditure of development priorities 9. IDP Identified Projects in Spatial or Ward Terms 10. Draft 3 Year Medium Term Expenditure Framework Implementation Plan 11. Clear statement on long term infrastructure 	Eden DM sustainability through: IDP Credibility; Alignment with budget and performance management systems; Maintenance Plans; Development of SOP's Supply Chain/Demand Management; Risk Assessment and

		<p>investment that identifies 'economic infrastructure' investment</p> <ol style="list-style-type: none"> 12. Clear statements on the kind of maintenance investment that will take place over medium term 13. Infrastructure funding model review 14. Operational and Capital Investment 15. mSCOA Compliance 	<p>Management;</p> <p>Procurement;</p> <p>Cost saving mechanisms (MGRO);</p> <p>Tailored microstructure;</p> <p>IDP/mSCOA alignment</p> <p>Revenue raising strategies</p> <p>Asset management strategies</p> <p>Financial management strategies</p> <p>Capital financing strategies</p> <p>Operating financing strategies</p> <p>Strategies which would enhance cost effectiveness</p>
F. PUBLIC PARTICIPATION	Aligning IDP and Public Participation	<p>The assessment seeks to find evidence of:</p> <ol style="list-style-type: none"> 1. Municipal-wide engagement with social partners (business, labour, civil society), IDP Forum, Summits, Task Teams 2. Active participation in wards through council and ward-based structures and events, <i>ward based planning</i> 3. Availability and access to IDP process and 	<p>IGR and Public participation feedback:</p> <ul style="list-style-type: none"> • Process in drafting the IDP • Content of IDP • Monitor implementation of IDP • Discuss development, implementation and review of the PMS

		<p>IDP information through for example adverts</p> <ol style="list-style-type: none"> 4. Re-establishment of ward committees 5. Induction and training of ward committees. 6. Promoting an active citizenry. 7. Economic inclusion of communities in council projects 8. Public participation calendar 9. NCOP oversight reporting 10. CDW community mobilization and education 	<ul style="list-style-type: none"> • Monitor, measure and review of performance in relation to KPI's and performance targets • IGR Forums • Social Media platforms • S 75 MFMA compliance • Chapter 4 MSA • Draft Youth Policy • IDP Youth booklet • IGR Newsletter and Internal Staff Communication • Supply chain • Economic opportunities
	Organizational Performance/Institutional Delivery Capacity	<ol style="list-style-type: none"> 1. Establishing new Pre-determined objectives for the 2017/18 – 2021/22 IDP. 2. Organizational performance framework (Process), Is it in place and what does the system do 3. The SDBIP and budget with IDP Linkage and Projects (<i>Who, What, KPI's, targets</i> etc.) 4. Accomplishments and performance measurements 5. Institutional Plan/Organizational structure review 	<p>Aligning budget implementation with performance management systems through operational and action planning</p> <p>Succession Planning</p> <p>Updating of JD's</p> <p>Organisational structure review</p> <p>Cascading Performance Management to Line Managers</p>
G. MANCOM CONSIDERATION	TABLE DRAFT FIVE YEAR IDP TO MANCOM	MARCH 2017	
H. MAYCO CONSIDERATION	TABLE DRAFT FIVE YEAR IDP TO MAYCO	MARCH 2017	

I. COUNCIL CONSIDERATION (Workshop)	TABLE DRAFT FIVE YEAR IDP TO COUNCIL	MARCH 2017	
J. COUNCIL ADOPTION (Workshop)	COUNCIL ADOPTS FIVE YEAR IDP TO COUNCIL	MAY 2017	
	Conclusion	Moving forward	