

## 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 Section 27 Framework is the result of a Regional IDP Managers Forum meeting that was scheduled for Thursday, 8 August 2013. The ultimate objective of this Framework Plan to ensure that the Eden District and its B – Municipalities and National and Provincial planning processes are mutually linked and, secondly, to ensure that these processes inform one another.

The way in which the 2014/2015 IDP Review Process will be conducted is outlined in the individual Municipal IDP Time Schedules which, by law, must be prepared and adopted by their respective municipal councils on an annual basis. Copies of the individual region’s municipal process plans will be provided to Council immediately after adoption by their respective Municipal Councils.

## 2. Legal Context of the 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 by anyone (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 Framework

### 3. Critical Issues Related to the 2014/2015 Review Process

The following issues remain critical throughout the 2014/2015 IDP Review process:

1. The District IDP framework shall inform the Process plan of the District and those of the 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 Review process, the region'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. Capital projects of a regional significance or depending on the magnitude of projects shall have expression in the Eden District Municipality's 2013/2014 Reviewed IDP

### 4. The IDP Cycle

Phase	Activities	Timeframe
Initiation	Adoption of District Framework Adoption of Time Schedules	Completed by 31 August 2013
Analysis	Community and Ward Committee meetings Stakeholder meetings	Completed by 31 October 2013
Strategies	Strategic workshops	Completed by 30 November 2013

Project	Municipality-wide Projects/Programmes Community Level Projects/Programmes	Completed by 31 January 2014
Integration	District and B – municipalities to integrate all municipal sector plans integration	Completed by 28 February 2014
Council consideration	District and B – Municipal Councils to consider Draft	Completed by 31 March 2014
Public Participation	Communities to comment on IDPs	Completed by 30 April 2014
Council adoption	Final approval by District and B – Municipal Councils	Completed by 31 May 2014

### 5. Horizontal and Vertical Alignment

The main responsibility of horizontal alignment lies with the Eden District Municipality. The Eden Regional IDP Managers Forum will be employed as the mechanism to ensure alignment between the region's B – municipalities and the Eden District municipality, and Provincial and National Departments.

The core component of vertical alignment will be through the region's established technical IGR meetings that are coordinated by the Eden District Municipality. Alignment with Provincial Sector Departments may also be achieved. For this purpose, the Provincial IDP Managers Forum meetings and Provincial IDP Indaba 1 and Provincial IDP Indaba 2 will be utilised.

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

- Integrated Development Planning
- Bulk infrastructure development
- Bulk water supply systems
- Bulk supply of electricity
- Regional waste water
- Sewerage disposal
- Waste management
- Municipal roads
- Integrated Transport Planning
- Information and Communication Technologies
- Geographical Information Systems
- Performance Management
- Regulation of passenger transport services
- Municipal airports
- Municipal health
- Skills development
- Funding mobilisation
- Extended Public Works Programme

- Social Development (including the Youth Development, HIV/Aids, ECD, etc.)
- Disaster Management and fire fighting services
- Establishment, control and conduct of fresh produce markets, abattoirs, cemeteries and crematoria
- Local Economic Development
- Tourism Development
- Disbursement of grants and allocations to the district municipality

## 6. 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 Regional Coordinating Forum (DCF)
- Regional Municipal Managers Forum (MMF)
- The Eden District Municipality's IDP Task team
- Regional IDP Managers Forum
- District sectoral engagements (Via Intergovernmental Relations (IGR) Technical Forums)
- Provincial IDP Managers Forum
- Provincial IDP Indaba 1 and 2

## 7. B – 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 2014/2015 IDP Review Process:

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

<i>George municipality</i>	<i>Bitou municipality</i>	<i>Knysna municipality</i>	<i>Mossel Bay municipality</i>	<i>Oudtshoorn municipality</i>	<i>Hessequa municipality</i>	<i>Kannaland municipality</i>
<ul style="list-style-type: none"> <li>• IDP representative forum</li> </ul>		<ul style="list-style-type: none"> <li>• participation unit</li> </ul>	<ul style="list-style-type: none"> <li>• IDP rep forum (in process to establish)</li> <li>• Eden FM</li> <li>• Newsletters, flyers, posters</li> </ul>	<ul style="list-style-type: none"> <li>• Community Forum (Oudtshoorn community forum)</li> <li>• IGR forum</li> </ul>	<ul style="list-style-type: none"> <li>• IDP work sessions</li> </ul>	<ul style="list-style-type: none"> <li>• Pamphlets, Door-to-door</li> </ul>

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 Regional 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 October 2013.

Following the consideration of the Draft 2014/2015 IDPs by the Region's Municipal Councils at end of March 2014, 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 region's Reviewed 2013/2014 IDPs submitted to their respective Councils for final adoption.

## **8. Eden District Municipality's Stakeholder Engagements**

The Eden District Municipality will also engage district wide stakeholders as part of its 2014/2015 IDP Review process. This will be mainly through the utilisation of established Regional Technical IGR Forums. The objectives of these engagements the Eden District will be to identify developmental concerns of a regional concern and possible regional wide solutions for discussion with the Mancom and a Strategy Workshop with Council. The outcomes of these sessions will be included in the Eden District Municipality's Draft 2014/2015 IDP.

The Eden region will also utilise the Provincial IDP Indaba 1 that was tentatively scheduled for September 2013 as the platform to engage with sector departments on share this platform with the district and provincial government to engage with the sector departments on critical developmental issues that emanated from their previous individual IDP Public Participation engagements. Provincial IDP Indaba 2 that was tentatively scheduled for February 2014 will be used as the platform where sector departments must present their budget allocations to the B's for the coming financial year.

## **9. 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:–

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

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.

The Manager: IDP and Communications at the Eden District Municipality also introduced to the region's IDP Managers an IDP layout/content guide in September 2012 and Regional IDP Workgroups. These initiatives, however, must still be revisited.

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.

## **10. Policy Requirements to be Included in Municipal 2014/2015 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) Political Direction**

- State of the Nation Address 2014
- 2014 Budget Speech
- State of the Provincial Address 2014
- State of the District Address 2014

### **b) Plans**

- Millennium Development Goals
- National Development Plan 2030
- National Outcomes
- Provincial Strategic Plan and objectives
- National Spatial Development Perspective
- Provincial Spatial Development Framework

### **c) Planning Requirements**

- Water Services Development Plans
- Integrated Waste Management Plan
- Integrated Transport Plans
- Disaster Management Plans
- Performance Management Strategies
- Air Quality Management Plans
- 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 Strategies
- Tourism Development Strategies
- Integrated Infrastructure Plans
- Integrated Energy Plans
- Information and Communication Technology Strategies

- Public Participation and Communication Strategies
- Spatial Development Frameworks/Plans
- Environmental Implementation Management Plans

#### **d) Policy**

- 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
- Municipal Finance Management Act
- Municipal Systems Act
- Municipal Structures Act
- White Paper on Local Government
- Local Agenda 21(4)
- Draft White Paper on Spatial Planning and Land Use Management, 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

### **11. 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.

### **12. Procedure to affect amendments to the Framework Plan**

Should the need arise to amend the framework it will be discussed at the Regional 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 decision taken.



### **13. Review of Framework Plan**

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The next Framework Plan will be reviewed for adoption in July 2014.

### **14. Conclusion**

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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 evaluate 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.