

IDP PROCESS PLAN 2022-2027

IDP DRAFTING PROCESS STEPS

Step 1

- a) Do technical preparation work, including: analysis of current level of development and needs
- b) Identify all mandatory plans and planning requirements in terms of National and Provincial legislation
- c) Engage with the community to establish their needs and priorities, and invite the public to participate in the drafting of the IDP for a minimum period of 21 days – November/December 2021
- d) Consult with organs of state and other role-players during the consultation period

Step 2

- a) Draft the new IDP– January to February 2022

Step 3

- a) Table the draft IDP in Council and obtain permission to make the draft available for public comment
- b) Make the draft IDP available for public comment – March to April 2022
- c) Review comments and make adjustments to the draft IDP
- d) Mayor to submit final draft IDP to Council for adoption – May 2022
- e) The approved IDP to be submitted to the MEC as required by the legislation

Step 4

- a) Make the approved IDP available to the public– June 2022 through the publication of an executive summary as required by legislation
- b) A full publication will be made available by 30 June 2022

Step 5

- a) Annual review of IDP as per the approved IDP and Budget Time-schedule
- b) An amendment of the IDP may take place based on the outcome of the annual review
- c) The amendment process prescribed by the relevant regulations will be followed for any proposed amendments



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IDP DRAFTING GUIDELINES

The Executive Mayor manages the drafting process as provided for in Section 30 of the MSA.

The Executive Mayor will therefore provide further guidance, if and as required, on the steps as listed above.

IDP ANNUAL REVIEW AND AMENDMENT APPROACH, GUIDELINES AND PROCESS

The Municipal Systems Act requires a municipal council to review its IDP on an annual basis in accordance of its performance measurements and to the extent that changing circumstances so demand.

The annual review will therefore make recommendations about any potential amendments that may be required. The Mayor's annual strategy brief to the organisation, issued in terms of Section 53 of the Municipal Finance Act No. 56 of 2006, will provide guidance on the review and amendment of the IDP as it pertains to the content of the IDP.

The IDP review will commence on the 1 July after the completion of the financial year and will be completed once financial and performance information pertaining to the previous year becomes available.

The annual dates and timeframes of the IDP Review and Amendment process will be approved by Council as part of the annual IDP and Budget Time Schedule required in terms of Section 21 of the Municipal Finance Act No. 56 of 2006.



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