



**ADOPTED DISTRICT INTEGRATED  
DEVELOPMENT PLAN ACTION  
PROGRAMME FOR 2018/19 IDP REVIEW  
PROCESS**

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**1. ACTION PROGRAMME FOR THE PREPARATION OF THE DISTRICT  
IDP REVIEW 2018/19 AND PLANNING 2019/20**

A process plan should fulfil the function of a business plan or an operational plan for the IDP processes. The IDP guidelines also reiterate that the process plan must include a cost estimate of the implementation of the process plan. The following is the process plan for the 2018/19 IDP review process, planning for 2019/20

MONTH	PHASE	PLANNED ACTIVITIES	TARGET DATE	LEGISLATIVE REQUIREMENTS
July-Sept	Preparation (Analysis Phase)	<ul style="list-style-type: none"> <li>Amendment of the district framework and development of the 2018/19 review District process plan</li> <li>Consultative meeting with the LM's regarding the process plan and district framework</li> <li>Submit the amended district framework and process plan to council for approval</li> <li>Publicize the Process plan</li> </ul>	July / August 2018	Section 28 (1) Municipal Systems Act 2000
		<ul style="list-style-type: none"> <li>Assessment of the 2017/18 IDP</li> </ul>	Sept 2018	
Oct-Dec	Consultation (Projects)	<ul style="list-style-type: none"> <li>District IDP Steering Committee Meeting</li> </ul>	Oct 2018	
		<ul style="list-style-type: none"> <li>Undertake strategic planning workshop for the district municipality (Dry -run)</li> </ul>	Nov 2018	IDP guidelines
		<ul style="list-style-type: none"> <li>Host final FBDM strategic planning session</li> </ul>	November 2018	
		<ul style="list-style-type: none"> <li>Compile and disseminate</li> </ul>	December	

		strategic planning document	2018	
January - March	Drafting (Integration)	<ul style="list-style-type: none"> <li>Consolidate municipal priority issues and develop district-wide priority issues and strategies</li> </ul>	Feb 2019	
		<ul style="list-style-type: none"> <li>Host the district IDP steering Committee meeting</li> </ul>	Feb/March 2019	
		<ul style="list-style-type: none"> <li>Prepare and finalise Draft District Integrated Development Plan</li> </ul>	March 2019	
		<ul style="list-style-type: none"> <li>Submit Draft District IDP to Council for adoption</li> </ul>	March 2019	Section 17 (3)(d) Municipal Finance Management Act 2003
April -June	Approval	<ul style="list-style-type: none"> <li>Advertise Draft District IDP in local newspaper for scrutiny and comments</li> </ul>	April 2019	Section 21A Municipal Systems Amendment Act 2003 Section 15(3)-Municipal Planning and Performance Management Regulation 2001
		<ul style="list-style-type: none"> <li>Host the District IDP Representative Forum</li> </ul>	May 2019	
		<ul style="list-style-type: none"> <li>Present Draft District IDP to IDP Rep Forum</li> </ul>	May 2019	
		<ul style="list-style-type: none"> <li>Submit final Draft District IDP to Council for adoption</li> </ul>	May 2019	Section 24(2)(iv) of the Municipal Finance Management Act 2003
		<ul style="list-style-type: none"> <li>Submit copies of approved District IDP to MEC for Local Government</li> </ul>	June 2019	Section 32(1)(a) Municipal Systems Act 2000
		<ul style="list-style-type: none"> <li>Submit copies of approved District IDP to Provincial Sector Departments, COGHSTA and other stakeholders</li> </ul>	June 2019	
		<ul style="list-style-type: none"> <li>Post the approved District IDP on the website of the municipality and advertise summary in the newspaper</li> </ul>	June 2019	Section 21A- Municipal Systems Amendment Act 2003- Section 25 (4)(a-b) Municipal Systems Act 2000.

**2. COST ESTIMATE FOR THE IMPLEMENTATION OF THE IDP PROCESS PLAN**

<b>NO.</b>	<b>ACTIVITY</b>	<b>ESTIMATED COST</b>
1	IDP Steering Committee Meetings	R 3 000.00
2	Advertising, publication and Marketing of the IDP	R 160 000.00
3	Strategic planning	R 350 000.00
4	<b>Total Cost</b>	<b>R 513 000.00</b>