

AN OVERVIEW OF THE IDP PROCESS

Integrated Development Planning (IDPs)

IDPs are required to be undertaken by all District and Local Municipalities. The IDP's set out the development vision for the municipality and allie this to dedicated projects to be undertaken over the life span of the IDP (5 years). IDPs are constructed to a five year plan but are required to be reviewed periodically.

IDPs are published electronically and two major web sites are important in this regard.

The first is the Muncipal Demarcation Board to be found at

[ttp://www.demarcation.org.za](http://www.demarcation.org.za)

This gives the precise boundaries of each local and district municipality as well as providing some demographic information based on the 2001 census. The maps and census information can be found by following the cues at:

<http://www.demarcation.org.za/municprofiles2003/index.asp>

Secondly, The IDP Nerve Centre has been established as part of the Presidential Coordinating Council (PCC) Action Plan for Local Government and with the approval of the Governance and Administration (G&A) Cluster and Local Government MINMEC, the IDP Nerve Centre (IDPNC) has been developed as a tool to support intergovernmental planning. The IDPNC, consists of:

- An Internet-based information system that enables municipalities and departments to communicate key planning, programme and project-based information to one another;
- Facilities and processes to ensure that the Service functions effectively, including training, online support and dedicated personnel; and
- A Council representing the interest of all three spheres of government, overseeing the strategic direction, processes, procedures, standards and change requests of the IDP Nerve Centre.

and has been designed,

- To strengthen the link between local, provincial and national priorities and objectives, resource allocation and implementation;
- To provide a means whereby municipalities can maintain and communicate key IDP information, thereby supporting ease of access and use by stakeholders across government;
- To support integrated infrastructure and service delivery;
- To support coordination between sectors, clusters and priority areas;
- To support inter-governmental spatial coordination with regard to investment decisions;
- To support the timely submission of key planning information to one another; and
- To promote strong, clear flows of information across spheres.

The IDP Nerve Centre will in time provide integrated reporting capabilities across government, enabling a consolidated view of planning decisions across government spheres and improving the efficiency, effectiveness, impact and alignment of development decisions. The IDP Nerve Centre can be found at:

<http://www.idp.org.za/>

IDP s can be access via the Nerve Centre.

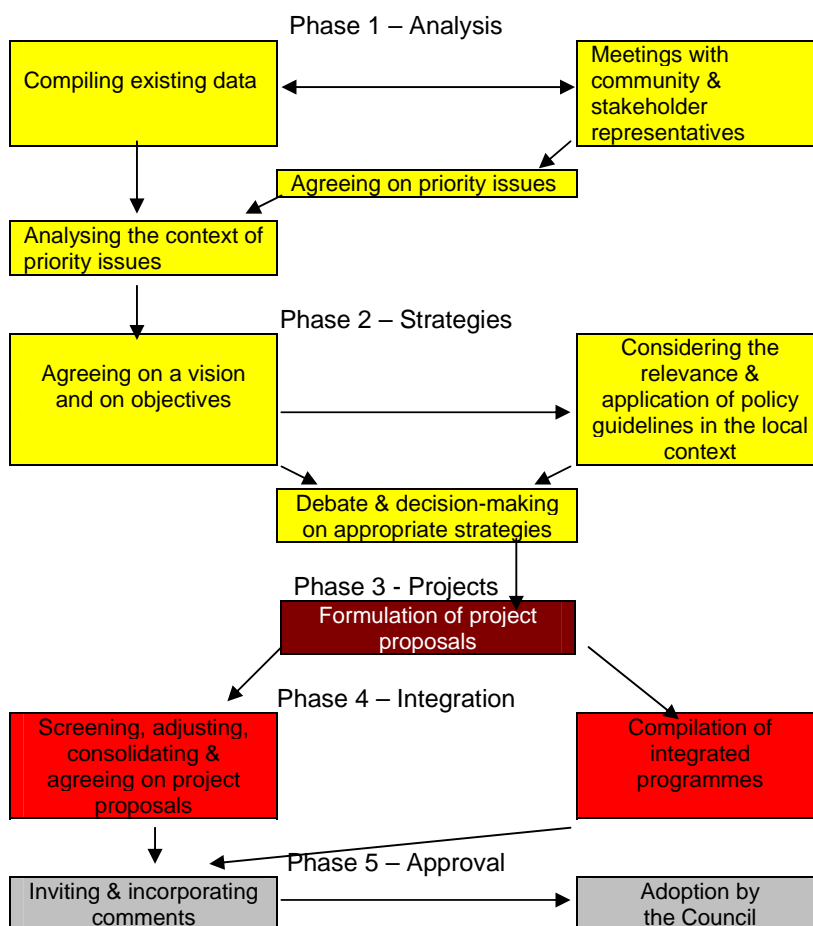
The IDP (Methodology / process & contents etc)

The Methodology

The IDP methodology consists of the following 5 phases and key outputs:

Phases	Key outputs	Time frame
1 – Analysis	<ul style="list-style-type: none"> • Assessment of existing level of development; • Priority issues or problems; • Information on causes of priority issues/problems; • Information on available resources. 	3 months
2 – Strategies	<ul style="list-style-type: none"> • The Vision; • Objectives; • Strategies; • Identified Projects 	2 months
3 – Projects	<ul style="list-style-type: none"> • Performance indicators; • Project outputs, targets, location; • Project related activities & time schedule; • Cost & budget estimates 	2 months
4 – Integration	<ul style="list-style-type: none"> • 5-yr financial plan; • 5-yr capital investment programme (CIP); • Integrated Spatial Development framework; • Integrated sectoral programme (LED, HIV, Poverty alleviation, gender equity etc); • Consolidated monitoring/performance management system; • Disaster management plan; • Institutional plan; • Reference to sector plans. 	6 weeks (1,5 months)
5 – Approval	<ul style="list-style-type: none"> • The output of this phase is an approved IDP for the municipality 	6 weeks – submission to MEC

A Diagrammatic Overview Of The Planning Process



The IDP Process - Organisational Structures and Institutional Arrangements

Role and Responsibilities at Local Government level (District & Local Municipalities) – Existing situation

Roleplayers	Role and responsibilities
Municipal Council	<ul style="list-style-type: none"> Final decision making/approval of IDPs Monitoring
Councillors	<ul style="list-style-type: none"> Linking integrated development planning process to their constituencies/wards; Organising public participation.
Executive Committee / Executive Mayor/Municipal Manager/CEO	<ul style="list-style-type: none"> Decide on planning process: nominate persons in charge; monitor planning process; Overall management & co-ordination – responsibility to make that all actors are involved;
IDP Manager	<ul style="list-style-type: none"> Day-to-day management of the drafting process on behalf of the MM (to ensure a properly managed and organised planning process)
IDP (Steering) Committee / Task Team	<ul style="list-style-type: none"> Elaboration/discussion of contents of the IDP: <ul style="list-style-type: none"> Providing inputs related to the various planning steps; Summarising/digesting/processing inputs from the participation process; Determine applicable mechanisms & procedures for alignment relevant to local context; Discussion/commenting on inputs from consultants or other specialists;
IDP Technical Committee	<ul style="list-style-type: none"> Monitor implementation and measure against key performance indicators (meets only at mid-year review) Reports to Council as a Section 79 committee (ito of the MSA)
IDP Alignment Committee	<ul style="list-style-type: none">

* Note: IDP Technical Committee only comes into effect after the 2nd year of the IDP. Replaces the IDP steering committee, which is disbanded after the 1st year. Alignment committee only operational during the implementation phase of the IDP, ie last 3 years of the process.

Organisational arrangements – existing situation

