

## Section 1: Office of the Municipal Manager

ITEM M/1/ /07/22

### APPROVAL OF IDP PROCESS PLAN AND IDP/BUDGET/ PMS TIME SCHEDULE

**Department:** Office of the Municipal Manager

**Demarcation:** All Wards

**File Ref:** 2/8/5

**Delegation:** MayCo

**Attachments**           Annexure “A” – IDP Process Plan 2022-2027  
Annexure “B” – IDP/Budget/PMS Time Schedule  
Annexure “C” – IDP Process Plan Standard Operating Procedure (SOP)  
Annexure “D”- Garden Route District Municipality IDP Framework

**Report from:**       Manager Integrated Development Planning

**Date:**                19 July 2022

#### **PURPOSE OF THE REPORT**

The purpose of this report is for the tabling of the 2022=2027 IDP process plan, IDP and Budget Time Schedule and GRDM ISP Framework.

#### **BACKGROUND/DISCUSSION**

Section 28 of the Municipal Systems Act requires from municipalities that they adopt process plans that will guide the planning, drafting and revision of the integrated development plan (IDP).

Chapter four of the municipal systems act compels municipalities to establish mechanisms, processes, and procedures for public participation in the preparation, implementation, and review of the Integrated “Development Plan.

The attached process plan spells out the process that the municipality will embark on in the development, implementation, and review of the municipal IDP.

#### **FINANCIAL IMPLICATION**

No financial implications.

#### **EXECUTIVE SUMMARY**

The IDP process plan, budget and performance time schedule is compiled in accordance with sections 27,28, 29 of the Municipal Systems Act, Act 32 of 2000 and section 21 of the Municipal Finance Management Act, Act 56 of 2003.

The municipal IDP steering committee discussed the draft IDP process plan and time schedule on the 19 July 2022. The following resolution were made:

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- 1. Due to participation fatigue and overtime cost saving, the steering committee recommends that council consider congesting IDP public meetings into one week.*

### **RELEVANT LEGISLATION**

Local Government: Municipal Systems Act 32 of 2000 (MSA); and  
Local Government: Municipal Finance Management Act 56 of 2003 (MFMA).

### **Comments by the Director: Economic Development and Planning**

The recommendation by the Municipal Manager is supported

### **Comments by the acting Director: Community Services**

The recommendation by the Municipal Manager is supported

### **Comments by the acting Director: Engineering Services**

The recommendation by the Municipal Manager is supported

### **RECOMMENDATION BY THE MUNICIPAL MANAGER**

1. That the draft IDP Process Plan, Budget and Performance time schedule be noted.
2. That a notice be place in the local newspaper and municipal website for public inputs and comments.
3. That the draft IDP Process Plan, Budget and Performance time schedule be referred to the Strategic Services and Office of the Municipal Manager Portfolio committee for deliberation and comments.