



**Western Cape
Government**

Local Government



Provincial IDP Assessment Annual Report 2011/2012
Department of Local Government

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SECTION A: INTRODUCTION

1. Background

Integrated Development Planning (IDP) has formed part of the democratic South Africa since the late 1990s. Municipalities are entering the third 5 year term of utilising Integrated Development Planning as their strategic municipal planning processes, herein referred to as generations. While there are many views and experiences on Integrated Development Planning, this report is not aimed at discussing that. The report is prepared as part of fulfilling the requirements of Section 31 of the Municipal Systems Act, 32 of 2000, that requires the MEC for Local Government to provide comment on the IDPs of municipalities within each province. While the preparation of IDPs is a legal requirement, the Western Cape Province treats this requirement as the bare minimum. IDPs in the Western Cape Province form a critical component towards the municipal strategic development agenda that is increasingly being utilised to inform the province's planning and resource allocation processes. They serve as the bedrock upon which impact and difference in community lives is realised.

Practices of Integrated Development Planning were initiated with intentions of contributing to the democratic South Africa, thereby introducing a new planning ethos in the way that municipal planning should be done. When it was introduced, Integrated Development Planning sought to give a voice to marginalised communities. The Integrated Development Planning process, for the first time, provided communities with the opportunity to exercise their democratic right of having a say in the way developmental priorities are determined and the way services are delivered in the areas where they live. Integrated Development Planning provided a mechanism to deepen democracy, fast track service delivery, especially to marginalised communities and foster co-operative governance and implementation.

Various support tools were put in place to ensure that all of the above is achieved, including the Municipal Systems Act, promulgated in 2000. The advent of the 3rd Generation IDP provides the opportunity to reflect on the lessons learnt during the first and second generation of IDPs and improve on the way that we as government plan, budget and implement in order to ensure maximum impact and delivery at grassroots level.

The annual IDP Assessment process as required by the Municipal Systems Act also provides an opportunity to gauge the quality of strategic planning in the province and to ascertain the impact of planning processes on service delivery.

2. Introduction

The Western Cape Province adopted the “ABC of IDPs” in consultation with municipalities in 2007. This concept provided the framework and criteria for assessment of the second generation of IDPs in terms of credibility for the period of 2007 – 2011. The ABC approach of IDPs for the Western Cape refers to the conceptual framework prepared by the Department of Local Government to assist with the development of the 2nd Generation of municipal Integrated Development Plans, and to be used in the Local Government Medium Term Expenditure committee process (initiated in October 2005) in engagements between provincial departments and individual municipalities to assess IDPs. It intended to supplement the descriptions of municipal Integrated Development Planning as found in the national Integrated Development Planning (IDP) Policy of the National Department of Provincial and Local Government and the legislative prescripts as found in Chapter 5 of the Local Government: Municipal Systems Act, Act 32 of 2000.

Importantly, this Provincial Framework was formed by the “National Credible IDP Framework” developed by the National Department of Cooperative Government [then, referred to as the Provincial and Local Government (DPLG)] in 2006. The National Credible IDP Framework goes beyond just testing IDP, but reflects on the performance of municipalities as a whole. The clear shift is to focus on implementation and that any planning intervention must prove to be useful in ensuring implementation.

The connection

The “ABC of IDP” was purposefully kept as concise as possible to be able to be used as a generic IDP assessment framework.

At its core, it requires the answering of 3 fundamental questions, namely:

1. What is your municipality's plausible long term sustainable development story? (Strategy)
2. What is the municipality going to do to deliver on this IDP? (Own Resources/Actions)
3. Who else needs to be involved to deliver on IDP? (Alignment of external resources)

From these fundamental questions, 5 key criteria have been developed (which is supported by measuring 21 indicators as applied to each municipality). The 1st criteria measures the answer to question 1, criteria 2-4 measures the answer to question 2 and the 5th criteria measures the answer to question 3.

Table 1 provides a summary of the Western Cape IDP assessment indicators for the 2nd Generation of IDPs. It is important to note that the current IDP assessment criteria used by the Department of Local Government differs from that of the National Department of Cooperative Government. This difference is mainly due to the fact that the Department of Local Government aims to keep the assessment of IDPs as simple and to the point as possible.

Criteria for assessment	Indicators
1. Clear analysis of municipal reality & clear development strategy	<ul style="list-style-type: none"> • Socio-economic analysis of municipal area: Ward-based profiling within the municipal area * • Clear development vision • Clear economic development strategy (to broaden economic participation through skills development and higher investment rate) • Clear strategy for people development (skills / health / education) • Clear actions for development of natural resource base • Action for integrated human settlement (spatial planning logic) • Sectoral plans in support (water, transport, energy, land reform)
2. Targeted basic services and infrastructure investment	<ul style="list-style-type: none"> • Basic service provision that address national targets for basic service provision (water, sanitation, electricity, waste removal/ sanitation) • Clear medium to long term infrastructure provision strategy: Targeting of services and infrastructure to specific areas • Maintenance of infrastructure is addressed • MIG and other infrastructure grants are optimally utilised
3. Community involvement in planning and delivery	<ul style="list-style-type: none"> • Municipal-wide engagement on IDP and related task teams • Communication on IDP through council and ward structures
4. Institutional delivery capacity within municipality	<ul style="list-style-type: none"> • Clear project and service delivery plans • Budget linked to IDP priorities and projects • Clear performance indicators for IDP implementation: services/project • Internal skills, systems and implementation responsibilities
5. Alignment with national/provincial programmes	<ul style="list-style-type: none"> • IDP addresses national & provincial strategies (economic, social and environmental (i.e. NSDP, PGDS)) • District and Local IDP have shared strategic priorities • Sharing of resources between spheres of government in the IDP

Table 1: Western Cape IDP Assessment credibility indicators

Source: Western Cape Government Department of Local Government, Directorate: Integrated Development Planning: 2011

The Western Cape 2011/2012 Annual Provincial IDP Assessment report is prepared in line with the guidelines provided by the National Department of Cooperative Government on the required format for the Provincial IDP Assessment Report. In essence, this report covers the following areas:

- a) a basic overview of the IDP analysis session including the methodology applied for the entire assessment process;
- b) indications of municipalities that did not submit their draft IDPs¹;
- c) an analysis of the final IDP adoption dates;
- d) a concise overview of key observations, areas of improvements and where applicable action plans;
- e) indications of agreements and commitments reached between municipalities and sector departments during the assessment sessions;
- f) the names of sector departments that took part in the IDP assessment process,
- g) the assessment criteria that was considered in the process;
- h) profile of participants
- i) the IDP assessment challenges
- j) lessons learnt and success factors

3. The purpose of the report

The Western Cape Annual Provincial IDP Assessment report intends to serve the following four purposes:

- a. To provide a holistic overview of the annual IDP assessment conducted by the Department of Local Government in the year in question,
- b. To provide directorates within the Department of Local Government, communities, municipalities, sector departments (national and provincial), NGOs, and other stakeholders, with all relevant information on IDPs within the Western Cape province,
- c. To highlight main improvements, successes and challenges facing IDPs, including all aspects thereof within the province emanating from the assessments conducted by the Department of Local Government, and
- d. To highlight overall challenges facing integrated development as a concept.

It is anticipated that this annual report will serve as a basis for tracking progress on Integrated Development Planning, all other interventions and actions required in Integrated Development Planning in the province.

¹ The WC did not assess draft IDPs as required in the guidelines from the Department of Cooperative Government. The province assessed adopted IDPs as prescribed by the Municipal Systems Act.

SECTION B: SETTING THE SCENE

1. The context and tone of the annual IDP Assessment

The IDP annual IDP assessment process has a mixed history. Over the years, this process has been marked with negativity and judgement between municipalities and provinces. This has unfortunately in some cases led to “bad blood” between municipalities and the province. In some cases, municipalities have complained about the so called “big brother” nature of the assessments. There were instances in the past where municipalities rendered the assessment comments from the province of little value to municipalities. Also, the fact that the Western Cape Province assessed adopted IDPs formed one of the criticisms of this process. Most municipalities alleged that the assessment of adopted IDPs does not afford them an opportunity to make the necessary amendments because the assessment comments are made on IDPs that are already adopted by their Councils. Understanding these dynamics, the Department of Local Government undertook to introduce a positive “spirit” and energy to the assessment process. These new initiatives will be discussed at a later stage in the report.

2. Key Considerations for the IDP Assessment process of 2011/12

Before commencing the 2011/12 IDP assessment process, the Department of Local Government felt it was necessary to create a suitable environment within which the assessments would be done. The Department introduced key considerations that should govern and guide the assessment process between municipalities and various sector departments. These considerations were introduced with the intention to deal with some of the historic negativity associated with this process. The key considerations of the 2011/12 IDP Assessment process are listed below:

- The powers and functions performed by municipalities. This consideration sought to make sector departments aware of the importance of Integrated Development Planning and the powers and functions that municipalities have to perform.
- Material conditions within municipalities that affect municipal planning processes. The 2011/12 IDP assessment process was conducted just after the local government elections. In some cases this process had a negative impact on municipalities including their planning processes. There are municipalities that do not have dedicated IDP Managers. This material condition often has a direct and negative effect in the manner that IDPs are being crafted. Lastly, there are municipalities that do not have municipal managers or face unusual challenges. It is important for the IDP assessment process to take these conditions into account by not applying a one-size-fits-all approach when assessing the IDPs.
- One key consideration was previous engagements, comments and assessments provided to municipalities on their IDPs. This consideration sought to assist in tracking progress and the extent to which municipalities are struggling with similar issues over a period of time. Also continuity and consistency of comments provided to municipalities in their IDPs became an important consideration.
- Assessors were made aware of the fact that this assessment was the last assessment of the five year IDP process. It was recommended that assessors look at how far municipalities have come with regards to the implementation of the “mother IDP” to the extent where this is reflected in their IDPs. This included the extent to which municipalities achieved the outcomes that they set out to achieve during the start of their 5 year cycle.
- Another key consideration was the extent to which municipalities achieved a balance between planning and implementation.
- The interrelationships between sectors [plans], e.g. finance and planning, Spatial Development Frameworks (SDFs) and Integrated Transport Plans (ITPs), Water Services Development Plans (WSDPs), etc. formed a key consideration during the assessment process.
- The differences between a district and a local municipality were a key consideration during the IDP Assessment process.

The development and introduction of the above considerations was done for the first time in conjunction with municipalities and provincial sector departments, with the intention of preparing for the new ethos that will form the foundation of the 3rd Generation IDP assessment process.

3. Principles governing the 2011/12 IDP Assessment process

The IDP Assessment process of 2011/12 introduced an important normative stance. The principles introduced as part of the assessment process sought to create a conducive, collaborative and cooperative environment between municipalities and sector departments, notwithstanding concerns and challenges of the notion of assessment. The principles used during the 2011/12 IDP Assessment process were:

- To assess with the aim of providing guidance and support and not with the intention to punish or perpetuate a "big brother" philosophy;
- To assess with the aim to encourage cooperation, collaboration and transparency;
- Using a differentiated approach recognising that a one size fits all approach is not suitable when assessing municipalities where roles, powers, functions and capabilities vary considerably;
- The principle of fairness was used in order to ensure comments were honest and a true reflection of municipal realities;
- The value-add principle. Essentially, this principle is concerned with the key questions, "why are we doing this, what real difference does this make? and to who, can the cost (time, money and effort) of doing this be justified?" This principle required, in some cases, a stance that goes beyond legislative mandatory requirements;
- The assessment process embraced the principle that an Integrated Development Plan should have an implementation orientation that would allow municipalities to take the inputs made during the assessment process into their planning processes resulting in delivery at grassroots level; and
- A balance between individual sector objectives and the holistic picture pertaining to intergovernmental planning and budgeting was taken into account.

4. Roles and Responsibilities

As part of the establishment of the IDP Assessment Advisory Committee, it became important to outline the roles and responsibilities of all players in this process. Therefore, the following roles and responsibilities were outlined.

a) *The Department of Local Government*

- Manage and coordinate the entire IDP Assessment process, logistics, dates, invitations, venues, etc.
- Collect and distributed adopted IDPs from municipalities to sector departments.
- Study all adopted IDPs.
- Distribute the IDP assessment template.
- Verify and consolidate sector comments on IDPs for each municipality.
- Distribute sector comments to municipalities prior to the assessment sessions.
- Facilitate the IDP assessment engagement sessions on-site.
- Prepare the final IDP comments for the MEC.
- Prepare the provincial IDP assessment report.

b) *Sector Departments*

- Study all adopted IDPs.
- Provide written comments on IDPs within the agreed time frame, considerations and principles with the Department of Local Government.
- Provide names of officials that will participate in the IDP assessment sessions.
- Participate in the IDP assessment sessions.
- Provide overall inputs to the IDP assessment process.

c) *Municipalities*

- Timeously submit adopted IDPs to the Department of Local Government.
- Avail and provide the names of officials (IDP Managers and Senior Managers) that will participate at the on-site IDP assessment engagement sessions.
- Provide feedback of the inputs received from sector departments.

In order to balance the preparation process between the province and municipalities, all Municipal Managers were sent official letters informing them of the IDP assessment process for the 2011/12 IDP. See Annexure A for a copy of the invitation letter to Municipal Managers.

SECTION C: THE IDP ASSESSMENT METHODOLOGY

1. The 2011/12 IDP Assessment process

1.1 Pre-Assessment preparations

The 2011/12 IDP assessment process commenced with a strong drive to ensure maximum sector participation during the process of assessing IDPs. Preparations for the assessment of IDPs started with the establishment of a provincial IDP Advisory Committee. This structure comprised 9 provincial sector departmental representatives and selected municipalities in the province. The names of the sector departments that formed part of the Advisory Committee are listed below:

- The Department of Local Government
- The Department of Environmental Affairs and Development Planning
- The Department of Agriculture
- The Department of Human Settlements
- The Department of Economic Development
- The Department of Health
- The Department of Transport and Public Works
- The Department of Community Safety

The IDP Advisory Committee was established in February 2011. This structure served the vital task of:

- Obtaining dedicated sector departmental participation during the process of assessing IDPs,
- Developing an IDP assessment road map endorsed by sector departmental officials. See Table 2 below,
- Discussing and agreeing on the IDP assessment tools, given the fact that some sector departments had their own IDP assessment tools,
- Clarifying roles and responsibilities pre, during and post the assessment process within the province and between the province and municipalities.

While the structure played a crucial role to boost the participation of sector departments in the IDP process, its mandate was extended to afford sector departments the opportunity to provide inputs in the process of preparing IDP Guidelines and the development of a new framework for the analysis of IDPs.

	Invitation to Municipalities	Sector Inputs to DLG	Consolidate Sector Inputs	Dispatch Draft Assessment to Mun	On-site Assessment
West Coast District	30 April 2011	27 May 2011	25 May 2011	26 May 2011	02 June 2011
Overberg District	30 April 2011	03 June 2011	31 May 2011	03 June 2011	09 June 2011
Cape Winelands District	30 April 2011	09 June 2011	08 June 2011	10 June 2011	14 June 2011
Central Karoo District	30 April 2011	20 June 2011	22 June 2011	23 June 2011	27 June 2011
Eden District	30 April 2011	22 June 2011	22 June 2011	23 June 2011	29 & 30 June 2011

Table 2: 2011/12 Western Cape IDP Assessment Road Map

Source: Western Cape Government Department of Local Government, Directorate: Integrated Development Planning: 2011

1.2 On-site IDP Assessment process

Instead of conducting the actual IDP assessments at a central venue, an on-site assessment session was held at a municipal venue within each District. Local municipalities within the district were allocated time slots within which they would be engaged on the provinces' assessment of their IDP. On the day, each municipality was provided with an opportunity to provide initial impressions of the assessment of their IDPs. Presentations on the assessment of all municipal IDPs were done by officials within the Department of Local Government². The presentations done by the officials in the Department were a consolidation of all sector departmental inputs within the province. In a nutshell, these presentations dealt with the following aspects:

- The context within which the assessment is being undertaken, thereby unpacking the principles governing the spirit of the assessment,
- The highlights of each municipal IDP as pointed out by sector departments and the Department of Local Government,
- The key findings and challenges in the IDP, and
- Key recommendations on the IDP.

Sector departments were given an opportunity to provide additional comments on the presentations done by officials in the Department of Local Government. In some cases, sector departments made commitments on how they would be willing and are going to support municipalities given the assessments they made on the IDPs in relation to their sector.

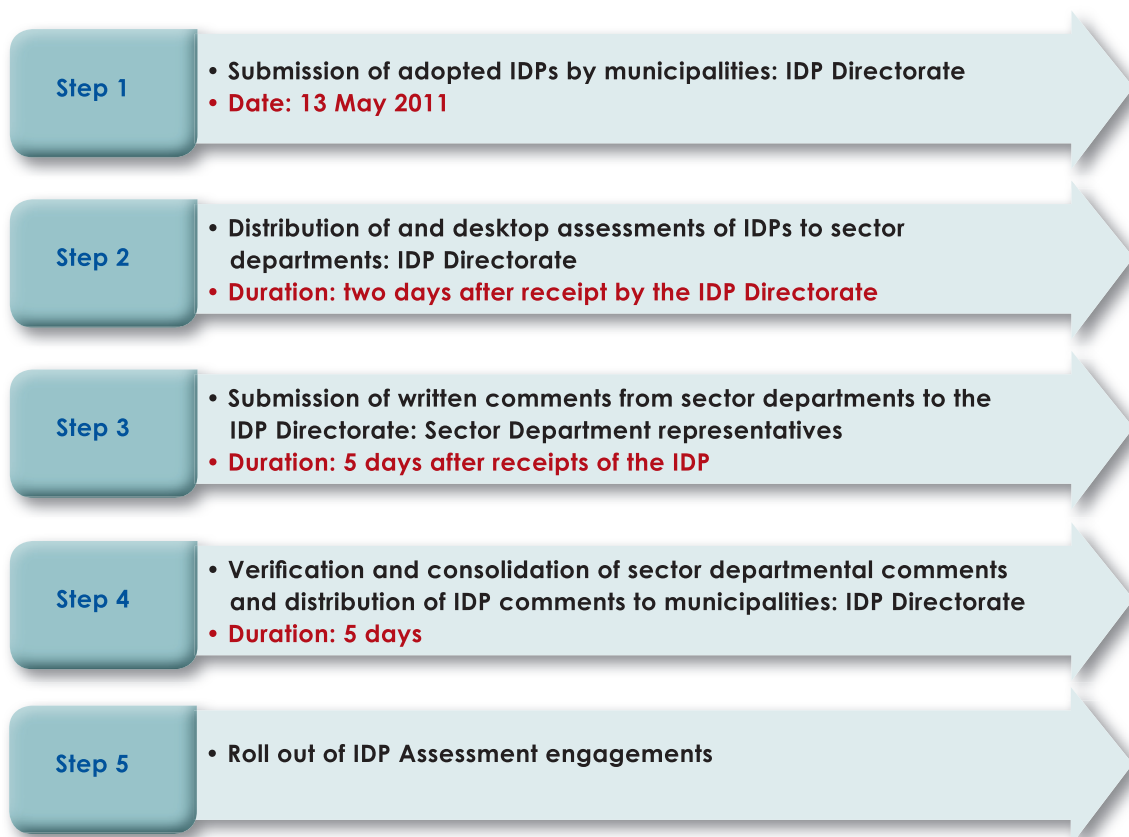


Figure 1: IDP Assessment steps leading to the on-site engagement sessions

Source: Western Cape Government Department of Local Government, Directorate: Integrated Development Planning; 2011

²In some cases, due to capacity constraints, (the Development Bank of Southern Africa) DBSA support persons based in the province conducted the assessments and did the presentations of the various IDP assessments

1.3 Post assessment process

After the on-site assessment, a concise IDP assessment letter capturing, amongst others, key issues emanating from the assessment process, including commitments made at the on-site assessment session was prepared by the Department of Local Government. This assessment letter provided an overview of the inputs by all sector departments that participated in the assessment process, as opposed to the input of the Department of Local Government IDP Directorate as happened in previous assessments.

In addition, the Department undertook to prepare this report to consolidate the entire annual IDP assessment process. Figure 1 above provides a thorough outline of the assessment process.

2. A Profile of Participants

The participation during the 2011/12 IDP assessment process varied. In essence the profile of participants ranged from Chief Directors to Assistant Directors within the province and from Municipal Managers to IDP officials within municipalities.

In addition, a total number of 14 sector departments participated in the entire IDP assessment process. This number includes 9 provincial sector departments and 5 national sector departments. A breakdown of the sector departments is provided below.

Provincial Sector Departments that participated in the IDP Assessments included:

- The Department of Local Government
- The Department of Environmental Affairs and Development Planning
- The Department of Agriculture
- The Department of Human Settlements
- The Department of Economic Development
- The Department of Health
- The Department of Transport and Public Works
- Department of Community Safety

National Departments that participated in the IDP Assessments included:

- The Department of Water Affairs
- Department of Rural Development and Land Reform
- Department of Human Settlements
- Department of Environmental Affairs
- Department of Co-operative Governance

It is crucial to mention that the participation of most sector departments in this process was meaningful since most of the officials from sector departments studied municipal IDPs and prepared their comments. In cases where sector departmental officials did not read IDPs, they provided valuable inputs during the on-site assessment sessions.

The participation of municipalities in the IDP assessment process was also good. Of the 30 municipalities, twenty seven municipalities participated in the IDP Assessment process. Saldanha Bay and Swellendam local municipalities did not participate in the IDP assessment process due to the following reasons:

- a. Saldanha Bay municipality had not adopted its IDP at the time of the assessment.
- b. Swellendam municipality had also not adopted its IDP at the time of the assessment. It must be stated that the municipality did notify the Department of Local Government about its internal challenges and that the municipality would not be able to adopt its IDP within the legally stipulated time frames, let alone the request that was sent to municipalities to adopt their IDPs earlier due to the local government elections held in May.

The assessment of the City of Cape Town will still be done. This process will be dealt with differently. The Department would like to ensure that it conducts the assessment in a manner that adds a lot of value to the City; hence a different approach is being adopted.

2.1 An analysis of participation during the 2011/12 IDP Assessment process

This section of the report dissects the participation of various officials during the IDP assessment process. It is hoped that the information contained in this section will serve as a benchmark for future participation in subsequent IDP assessments. This will assist the department and municipalities with the ability to identify trends in the IDP assessment process over a period of time.

Table 3 below provides a summary of participants between municipalities and provincial sector departments and a summation thereof. According to the table below, it can be seen that a total number of 214 officials participated in the 2011/12 IDP Assessment process. It can also be seen from the table below that the number of municipal officials participating in the IDP assessment process was 77. This represents a marked improvement of municipal participation in the IDP assessment however this representation can still be improved. Similarly, the participation of sector departmental officials was 137. It can be stated that this number signifies an increase of 80% in the participation of provincial sector departments in the IDP assessment process from last year. This is an unprecedented achievement in this process compared to previous assessment sessions.

This development is very encouraging and signals the rise of improved sector participation in IDPs, which has been one of the major challenges facing the province and IDPs nationally. While this achievement is seen in a positive light by the Department, it is the commitment and added value that sector departments demonstrated during this process that should be applauded.

Category of participation	Number
1. Municipal officials	77
2. Sector departmental officials	137
Total	214

Table 3: Number of participants per municipality and province

Source: Western Cape Government Department of Local Government, Directorate: Integrated Development Planning: 2011

The following Figure 2 provides the number of participants per district municipal area. The District with the most officials participating in the assessment session is the Overberg District. It is estimated that an amount of 59 participants took part in this session. Cape Winelands District Municipality had 53 people participating at the on-site IDP assessment session. Fewer people participated in West Coast and Central Karoo on-site district assessment sessions.

The varying numbers of participation at the on-site sessions cannot be substantiated with any valid rationale other than a few speculative reasons such as distance/accessibility and perhaps the level of interested sector departments in each district. On the other hand, in many instances the on-site session was only attended by the IDP Manager of a municipality with no other senior municipal officials present. It is important to note that this may also point to the asymmetry of sectoral issues that are pertinent to each sector department in each district area. The other reason could also be the fact that some sector departments have well established ways of engaging with those districts, notwithstanding the notion of the single window of coordination that rests within the Department of Local Government.

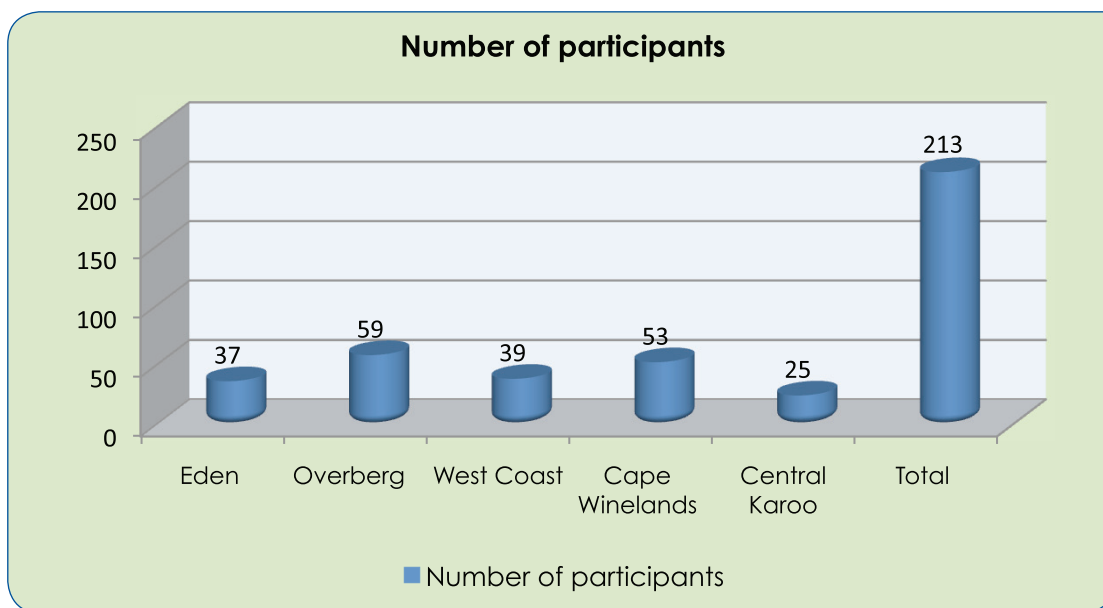


Figure 2: Number of participations in the IDP assessment session per district municipal area
 Source: Western Cape Government Department of Local Government, Directorate: Integrated Development Planning: 2011

2.2 Eden District Municipal area participation

The participation of municipal officials at the assessment was the second highest in the province as reflected in Figure 3 below. The discussions that took place at the district session were mainly strategic in nature notwithstanding the number of sector departments that were present. These discussions proved to be useful to all present at the session.

All local municipalities in the district other than Kannaland were represented at the session. While Kannaland municipality was not represented at the session, their adopted IDP was submitted and assessed. Furthermore, the municipality, at the time of the assessment, was under the care of the district due to the fact that they didn't have any capacity, which meant that it was represented by the District officials present at the session. The municipality was receiving support from the District through its shared service program. Also, the District Municipal Manager and other district officials were providing direct hands-on support to the municipality. Some of the issues raised in the session are reflected in the sections that follow.

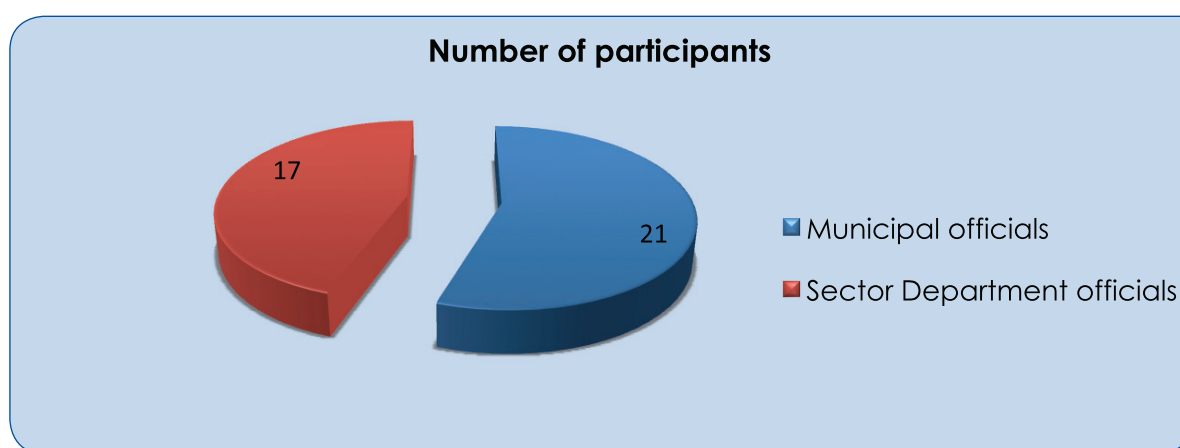


Figure 3: Number of municipal and sector department officials at the Eden IDP Assessment session
Source: Western Cape Government Department of Local Government, Directorate: Integrated Development Planning: 2011

The following provincial and national sector departments participated in this session:

- The Department of Environmental Affairs and Development Planning
- The Department of Health
- The Department of Agriculture
- The Department of Water Affairs
- The Department of Transport and Public Works
- The Department of Community Safety
- The National Department of Rural Development and Land Reform
- The Department Sports Arts and Culture: Library and Archive services
- The National Department of Human Settlements
- The National Department of Cooperative Government

2.3 West Coast District municipal area participation

The IDP assessment started at the West Coast District. This session set the tone for the assessment based and gave the Department a sense of how this interim approach may work. It was very encouraging for the Department to see the positive turn out of the sector departments. It was however slightly disappointing to see the weak turnout of municipalities. In almost all cases, the session was attended almost exclusively by IDP managers. According to Figure 4 below, only 7 municipal officials participated in the assessment session. The only Municipal Manager that took part in this session was the Cederberg Municipal Manager.

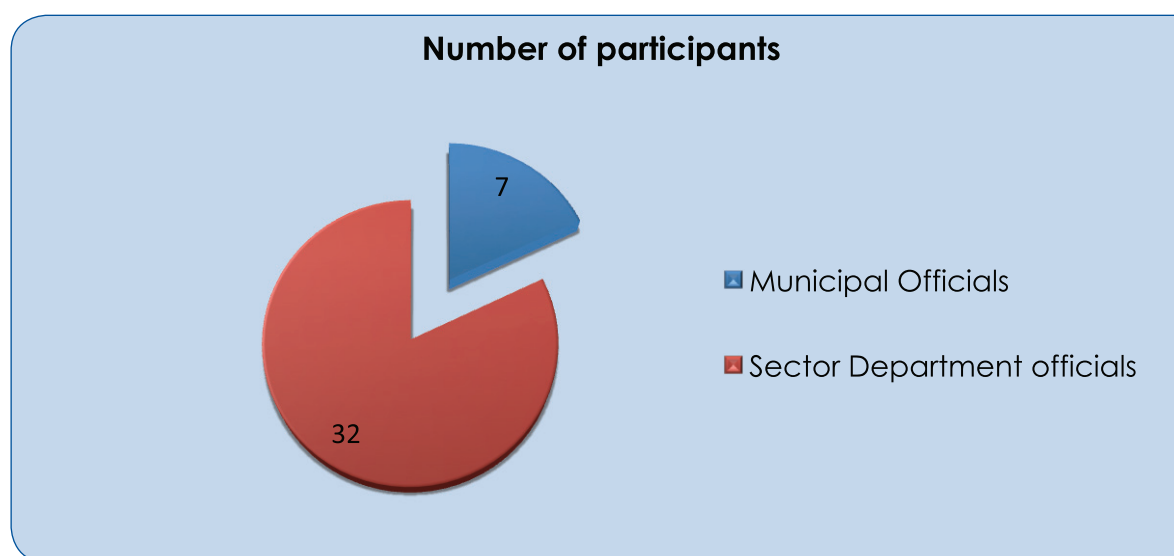


Figure 4: Number of municipal and sector department officials at the WC IDP Assessment session
Source: Western Cape Government Department of Local Government, Directorate: Integrated Development Planning: 2011

The following provincial and national sector departments participated in this session:

- The Department of Environmental Affairs and Development Planning (national and provincial)
- The Department of Health
- The Department of Agriculture
- The Department of Water Affairs
- The Department of Transport and Public Works
- The Department of Community Safety
- The Department of Human Settlements (national and provincial)
- The National Department of Cooperative Government
- The Department of Economic Development and Tourism

2.4 Cape Winelands District municipal area participation

The Cape Winelands district IDP assessment session was well represented. Figure 5 below provides the actual numbers. Municipal official representation was better than that of West Coast District municipal area. Most officials that participated in the session were from the District, and Drakenstein Local Municipality. The representation from sector departments was fair. The participation of the District Municipal Manager and the Municipal Manager from Drakenstein is commendable.

The only concern emanating from this session was that officials from some municipalities would not engage the assessment findings presented at the session. While some officials had validly cited the fact that they did not have time to go through the assessment comments, it was not expected from them to provide detailed feedback. These municipal officials indicated that they would provide feedback at a later stage; however, the Department is yet to receive this feedback from those municipalities.

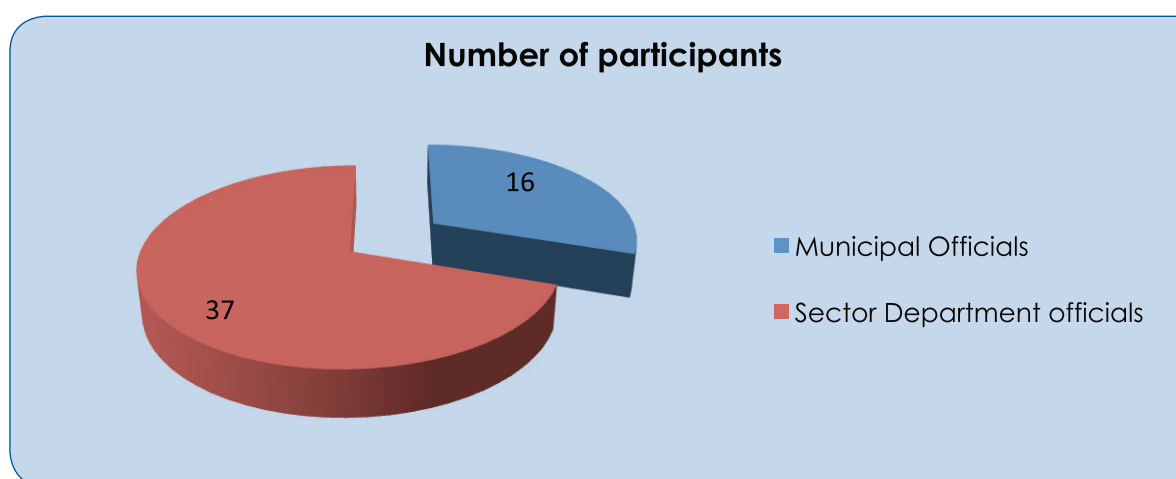


Figure 5: Number of municipal and sector department officials at the CWDM IDP Assessment session
Source: Western Cape Government Department of Local Government, Directorate: Integrated Development Planning: 2011

The following provincial and national sector departments participated in this session:

- The Department of Environmental Affairs and Development Planning
- The Department of Health
- The Department of Agriculture
- The Department of Water Affairs
- The Department of Economic Development and Tourism
- The Department of Transport and Public Works
- The Department of Community Safety
- The National Department of Rural Development and Land Reform
- The National Department of Human Settlements
- The National Department of Cooperative Government

2.5 Overberg District municipal area participation

The Overberg IDP assessment session was very well attended. Comparatively, the District area had most people participating in the session in the province. The District also managed to ensure that most of its officials attend the session.

The engagements between municipal officials and sector departmental officials regarding IDPs were also very vibrant at the session. While some of the issues raised at the session were very challenging, some important agreements were also reached. These agreements are outlined in the sections that follow. See Figure 6 below for the actual numbers of participants from the district municipal area and sector departments.

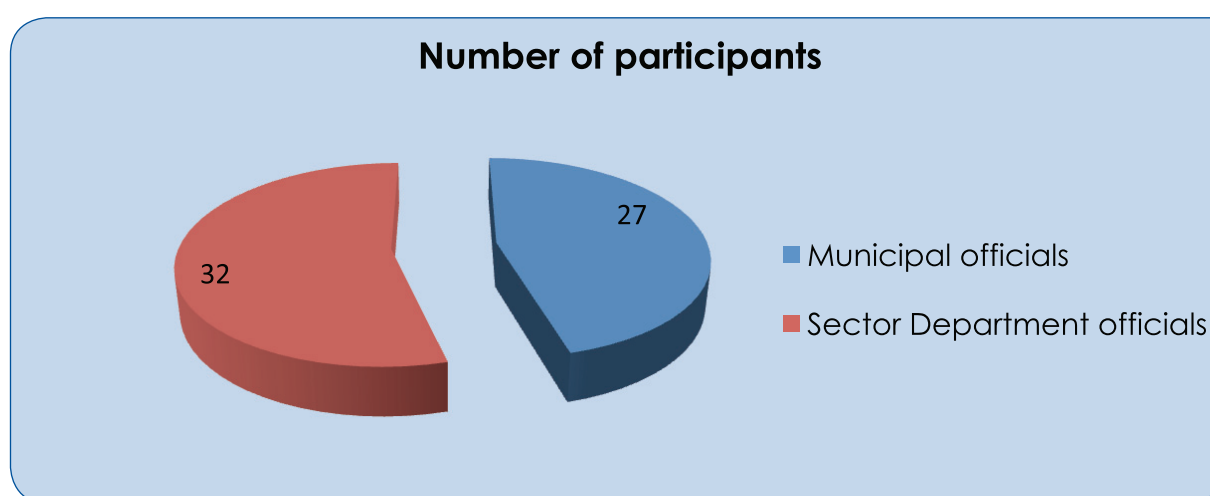


Figure 6: Number of municipal and sector department officials at the Overberg IDP Assessment session
Source: Western Cape Government Department of Local Government, Directorate: Integrated Development Planning: 2011

The following provincial and national sector departments participated in this session:

- The Department of Environmental Affairs and Development Planning
- The Department of Health
- The Department of Agriculture
- The Department of Water Affairs
- The Department of Transport and Public Works
- The Department of Economic Development and Tourism
- The Department of Community Safety
- The National Department of Human Settlements
- The National Department of Cooperative Government
- The National Department of Environmental Affairs

2.6 Central Karoo district municipal area participation

Central Karoo District had the least people participating at the assessment session, especially municipal officials. While the number of sector departments was low, most sector departments were represented at the session. There were challenges to get Laingsburg municipal officials to attend the session. Municipal officials were requested to attend a Council meeting that was announced on a short notice.

Presence and support of the District Municipal Manager at the session was commendable. It is also worth mentioning that Beaufort West Local municipality's IDP had resigned shortly before the IDP assessment, which meant the municipality sent other officials to the session. See Figure 7 below for the actual numbers of participants from the district municipal area and sector departments.

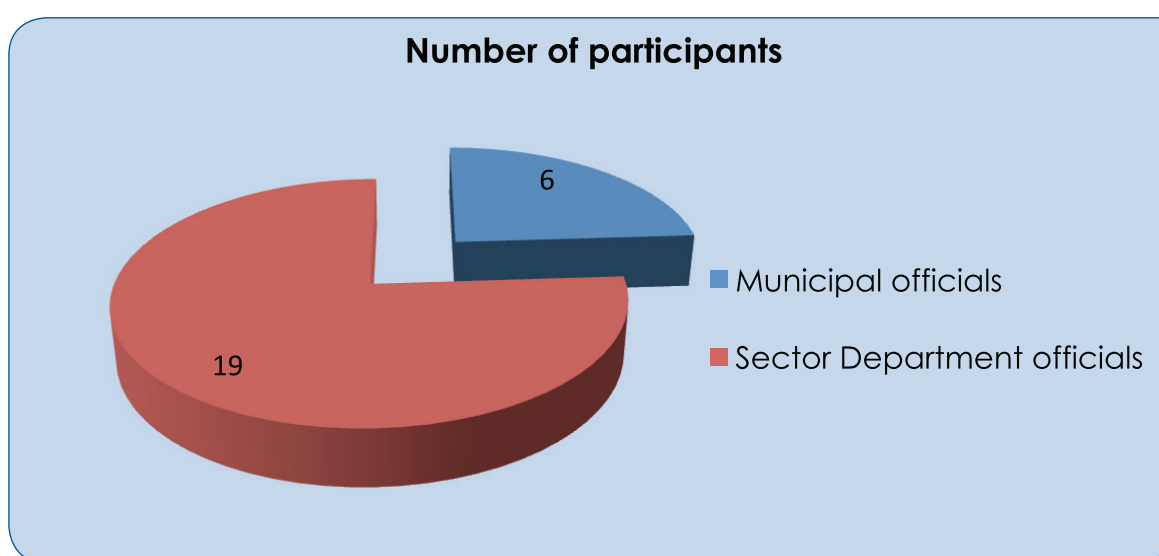


Figure 7: Number of municipal and sector department officials at the CK IDP Assessment session
Source: Western Cape Government Department of Local Government, Directorate: Integrated Development Planning: 2011

The following provincial and national sector departments participated in this session:

- The Department of Environmental Affairs and Development Planning
- The Department of Health
- The Department of Agriculture
- The Department of Water Affairs
- The Department of Transport and Public Works
- The Department of Community Safety
- The National Department of Rural Development and Land Reform
- The National Department of Environmental Affairs
- The National Department of Human Settlements
- The National Department of Cooperative Government

3. A profile of participants per designation

Figure 10 below provides an indication of a breakdown of the profiles of officials that took part in the entire assessment session. It can be deduced from Figure 8 below that the majority of the participants designations could not be determined due to either the fact that they did not indicate clearly what their designation is or that it could not be determined. Be that as it may, the number of Municipal Senior Managers participating at the assessment is fairly significant. This number is the second highest number in the entire assessment session, while Directors from the province and Municipal Managers constitute the lowest amount of officials that participated in the IDP assessment session.

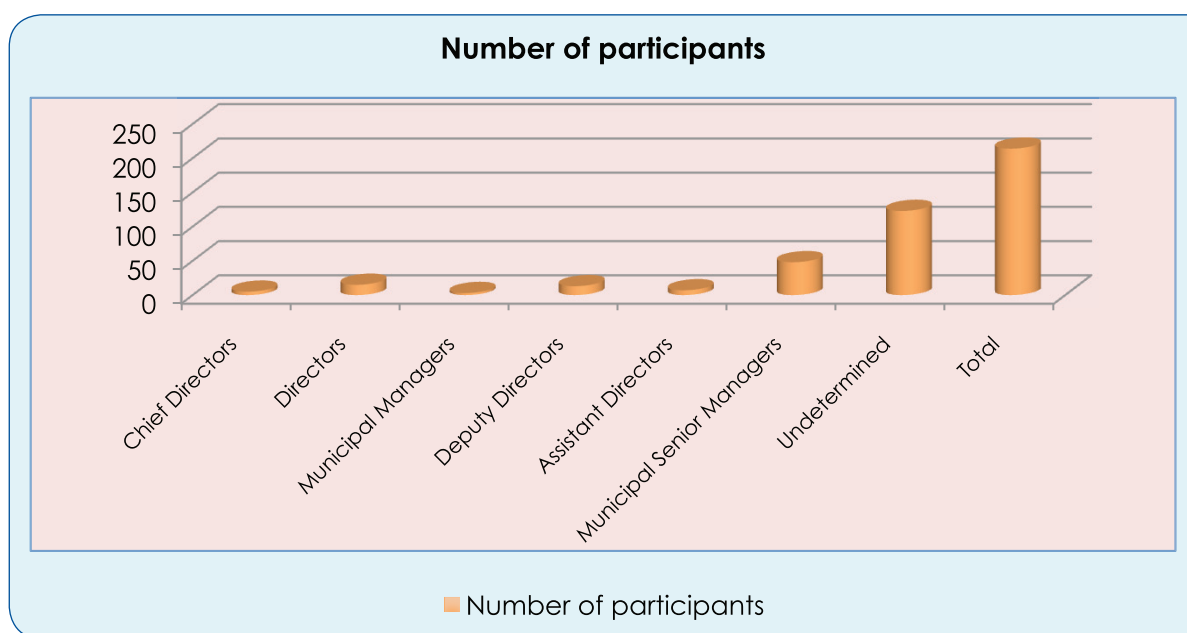


Figure 8: A profile of the number of municipal and sector department officials per designation
 Source: Western Cape Government Department of Local Government, Directorate: Integrated Development Planning: 2011

While it may be difficult to understand the reasons for the current participation profiles at the IDP assessment sessions, some of the reasons that can be attributed to the low number of turnout of municipal managers could be:

- The recent local government elections,
- The fact that the assessed IDPs had already been adopted by Council and therefore comments made by province would not be affected in those IDPs.
- In most cases, municipalities are concerned about the fact that sector departments are keen to assess IDPs but not very keen to make resources available to support the development and implementation of these IDPs.
- IDPs may not be seen as crucial as they should be by some municipal managers,
- Most if not all Municipal Managers participate in the LGMTEC 3, which took place in the month before the IDP assessment session, this may result into meeting/workshop fatigue from some municipal managers.

While the profile of sector departmental participation can be improved, it is an unprecedented phenomenon in the province. To this effect the Department of Local Government was complimented in almost all sessions by municipalities for succeeding to mobilise sector departments to the assessment sessions.

4. IDP Assessment instruments

Historically, and nationally, the IDP assessment process has always had the challenge of the “correct” assessment instrument that should be used in this regard. The WC province is not immune to this challenge. As a result, when the preparation for the assessment of IDPs commenced a need arose to discuss how to deal with the multitude of assessment instruments that currently exist from various sector departments. It is important to mention that to the best knowledge of the Department of Local Government, the following Departments had their own assessment instruments for IDPs:

- The Department of Environmental Affairs and Development Planning³ (both national and provincial)
- The Provincial Department of Economic Development and Tourism
- The National Department of Cooperative Government, shared with the National Departments of Water Affairs, Land Reform and Rural Development

The various assessment instruments are attached as Annexures B. An agreement was reached at the IDP Advisory Committee that during the preparation for the IDP assessment, a discussion on the current IDP assessment instruments will take place after the assessment process, with the intention to rationalise the existing tools. It was also agreed that for the 2011/12 IDP assessment process, sector departments that have their own assessment tools will be allowed to use their instruments. Feedback to municipalities was therefore provided in accordance to the sector specific assessment tool.

Over and above this, an agreement was reached that the assessment tool of the Department of Local Government will be used as a tool to consolidate all other sector inputs as it was considered to be unfair towards municipalities to move the goalposts by introducing a new framework for assessment during the last review of the 2nd Generation of IDPs;

- (a) So late in the process,
- (b) Without ensuring appropriate links with the current contents of the IDPs,
- (c) And no participation and endorsement from municipalities and other stakeholders.

³The two Departments do not have the same IDP assessment frameworks. The province’s assessment tool and that of its national counterpart vary.

SECTION D: IDP ASSESSMENT CHALLENGES

1. IDP Assessment tools

The fact that some sector departments have their own IDP assessment tools raised a challenge to the assessment process. This fact is often as a result of the reality that some sector departments would like to see explicit sector specific issues, programmes and plans addressed either in municipal IDPs or as a part thereof. This need arise mainly due to the fact that most sector departments have sector specific legislation that may or may not in some cases provide for a clear link with the IDP. A fair rationalisation/consolidation of these assessments was not possible during the set time frames and in isolation from the content requirements of IDPs.

2. Municipal participation in the IDP assessment process

Another key challenge found during the IDP assessment process is the participation of municipal officials in the IDP assessment process. To date, most sessions, if not all were attended primarily by IDP practitioners. This challenge raises serious concerns about the ownership of IDP processes in municipalities. While it is important to indicate that this challenge is not applicable in the same way to all municipalities, it can be said that based on the numbers spelled out in the section above, there is a cause for concern.

The challenge of the participation of municipal officials during the IDP assessment may be pointing to limited support for these officials in the IDP process within municipalities. The location of the IDP office in the municipality may also be an inhibiting factor in cases where this office does not command the necessary respect and leading the IDP process is left to the IDP practitioners alone. The weak participation of Municipal Managers in this process is a serious concern and challenge.

To remedy this, the invitation letter to the IDP Assessment on-site engagement included the Municipal Manager, the IDP Manager and Heads of Departments in municipalities.

3. Time Frames for the assessment

Municipalities were advised to adopt their IDPs and budgets before the Local Government Elections in May 2011. The collection and distribution of adopted IDPs to sector departments was scheduled during the month of May 2011 because the on-site IDP Assessment Engagements were scheduled in June 2011. Effectively this meant that IDPs had to be adopted, collected, distributed and assessed during May and June 2011. Sectors Departments and Municipalities were prepared by communicating the short timeframes early enough for them to respond in terms of institutional arrangements and adequate capacity being allocated to meet the deadlines provided during the assessment process.

The implication of these time frames led to the Department of Local Government and sector departments to have very limited time to read IDPs, to prepare comments and to circulate these comments to municipalities timeously before the actual on-site assessment. Due to these challenges, there were instances where municipalities did not have adequate time to study the comments from province in order to engage during the day of the assessment. Factors such as limited human resource capacity within the Department of Local Government compounded this challenge.

4. Sector Department buy-in

One of the challenges that the Department of Local Government faced during the 2010/2011 IDP Assessment process was sector department participation and buy-in. While the Department made a lot of effort to mobilise sector departments to participate in the assessment, and while some provincial sector departments responded positively, there are still some challenges in this regard.

Other challenges from sector department participation can be summarised as follows:

- Most sector departments are yet to be structured optimally to participate in the IDP processes,
- There is often a limited understanding from sector departments on what their role is/should be in the IDP process and how to execute this role,
- Some sector departments have limited capacity to participate in the IDP assessment sessions, which leads in most cases to them prioritizing other processes within the departments,
- There is a tendency for sector departments to be legally driven and therefore push a legalist and compliance approach to Integrated Development Planning as opposed to a collaborative approach,
- There is also a tendency to adopt a top down approach by some sector departments when dealing with municipalities and their planning processes. This often results in acrimonious relationships between municipalities and provincial sector departments.

Most of the sector departmental challenges raised above can, in most cases be attributed to one or both of these reasons:

- Most sector department officials were required to participate in the IDP assessment process for the first time, therefore meaning that they were new to the process and had limited time to understand their role, and
- Most sector department officials do not have any form of orientation and/or training/capacity development on municipal Integrated Development Planning.

The challenges raised above do not demerit the participation of sector departments commended above, instead, they present an opportunity for the Department of Local Government to develop support programmes targeted at sector department officials and to also ensure that there is better guidance provided to sector departments regarding their role in Integrated Development Planning.

To this effect, sector departments were engaged as early as February 2011 in preparation for the IDP Assessments that happened in June 2011. The IDP Assessment Advisory Committee comprising of sector departments and municipalities was established precisely to ensure that sector interest and concerns were responded to during the IDP Assessment Process.

5. Assessment of the 5 year IDP vs. the annual IDP review

The current lack of clarity on what constitutes the 5 year IDP and what constitutes the annual IDP review have direct implications to the manner in which IDPs are being assessed. Currently, there is an element of frustration in municipalities as a result of this lack of clarity.

6. The timing of the IDP assessment process

The current legal requirement of assessing adopted IDPs has left most municipalities and some sector departments with a sense of disillusionment because comments emanating from the IDP assessment process, however valuable they may be, cannot be effected in the IDPs in question. In some cases, some of these comments may have project implications that cannot be reflected in the adopted IDPs.

Presently, the annual IDP assessment process and guidance in this regard does not take into account years in which local government elections are held. This lack of clarity from legislation or guidelines leads to confusion in municipalities. This was to some extent the case in the current IDP assessment process.

SECTION E: THE ADOPTION AND QUALITY OF IDPs

1. Introduction

This section of the report deals with the status of the adoption of IDPs in the Western Cape Province. In addition to the adoption status of IDPs, this section provides a sense of the quality (credibility) of the IDPs based on the assessment conducted.

2. The adoption and submission of IDPs in the province

As previously mentioned, all IDPs have been adopted in the province as follows:

- 28 municipalities adopted their IDPs within the prescribed legal time frame, and
- 2 municipalities adopted their IDPs after the legally required time frame

Swellendam and Saldanha Bay Local Municipalities did not submit their IDPs within the legally stipulated prescripts. Although both municipalities have, in the interim adopted their IDPs, recommendation in terms of the MEC comments have been sent to these municipalities to address the legislative non-compliance that exists in terms of the submission of their IDPs to the MEC for Local Government in the Province.

Swellendam Local Municipality submitted a letter to the Department on 31 May 2011 giving notice that the Swellendam Municipality was unable to adopt its Multi-Operational and Capital Budget before the 31st of May 2011, in terms of Section 24(1) of the Municipal Finance Management Act due to their council not being able to reach a quorum as some councilors in the municipality were suspended.

The Department acknowledged receipt of an electronic copy of the municipality's adopted IDP for the 2011/12 revision year on 05 July 2011 via email. Swellendam Local Municipality was advised to provide the council resolution number with regards to the adoption to the Department by 01 August 2011.

Table 4 provides evidence of the information provided above. The Table also provides the resolution numbers as evidence of the approval of these IDPs in municipalities.

Municipality	Adoption date of final IDP	Council Resolution Number	Date submitted to MEC for Local Government
City of Cape Town	01 June 2011	MC 05/12/10 (SPC 06/06/11)	04 July 2011
West Coast DM	23 March 2011	11/0323/3.2.1.1	15 April 2011
Matzikama Mun	28 April 2011	Item 6.2.3/28-4-2011	06 May 2011
Cederberg Mun	28 April 2011	RB268/28-04-2011	17 May 2011
Berg River Mun	12 May 2011	RB 943	31 May 2011
Saldanha Bay Mun	06 July 2011	R5/7-11	IDP not officially submitted to MEC
Swartland Mun	05 May 2011	Item 4.1	13 May 2011
Cape Winelands DM	14 April 2011	C.14.3	24 May 2011
Witzenberg Mun	20 April 2011	8.4.1-20-4-2011	01 June 2011
Drakenstein Mun	20 April 2011	2/25	30 May 2011
Stellenbosch Mun	05 May 2011	9/1/2011	25 May 2011
Breedde Valley Mun	05 May 2011	C46/2011	01 June 2011
Langeberg Mun	19 April 2011	A-2494	27 May 2011
Overberg District Mun	20 April 2011	Item 7.2/2011	25 May 2011
Theewaterskloof Mun	05 May 2011	C25/2011	May 2011
Overstrand Mun	04 May 2011	Item 5.11	19 May 2011
Cape Agulhas Mun	30 May 2011	RB103/2011	20 May 2011
Swellendam Mun	13 June 2011	A953-09/06/2011	05 July 2011
Eden DM	21 April 2011	DC439/04/2011	04 May 2011
Kannaland Mun	20 April 2011	No 3 of 20-4-2011	12 May 2011
Hessequa Mun	19 April 2011	COLLAB 657 341	30 May 2011
Mossel Bay Mun	03 May 2011	E68-05/2011	24 May 2011
George Mun	30 May 2011	(Item 5.2) 30-5-2011	24 May 2011
Oudtshoorn Mun	26 April 2011	63:4/04/11	05 May 2011
Bitou Mun	06 May 2011	C/6/147/05/11	27 May 2011
Knysna Mun	20 April 2011	COLLAB177866	17 May 2011
Central Karoo DM	17 May 2011	7.2	20 May 2011
Laingsburg Mun	16 May 2011	Res. 09	30 May 2011
Prince Albert Mun	29 April 2011	137/2011	09 June 2011
Beaufort West Mun	12 April 2011	1033511	08 June 2011

Table 4: Status Quo of IDP submission and adoption in the Western Cape Province

Source: Western Cape Government Department of Local Government, Directorate: Integrated Development Planning: 2011

3. Quality of IDPs

Out of all the IDPs that the province assessed, which are 27, all IDPs are considered to be of quality and therefore credible. The IDPs of Bergrivier and Saldanha Bay⁴ municipalities are not considered as credible and of a good quality. The process to determine the credibility, i.e. the implementation and realistic nature of the IDP of the City of Cape Town is still underway. The Department of Local Government has decided to employ a service provider to assess the IDP of the City of Cape Town. It is expected that this process will be concluded not later than the end of November. A comprehensive IDP assessment report will then be made available upon request.

4. Good practices emanating from the IDP assessment process

While most IDPs still have challenges, there are areas that are encouraging in some IDPs. In a nutshell, these areas are:

- a. With the exception of one or two municipalities, almost all IDPs in the province are developed by municipalities internally. The utilisation of service providers is almost non-existent in the province. This is a positive step to deepen the ownership of these plans.
- b. There is an emergence of introducing ward/community based planning and spatial budgeting in some IDPs. This is important because of the connection that these IDPs seek to make with communities on the ground.
- c. There are also attempts made by some municipalities to link their plans with key provincial strategic plans.
- d. In general, municipalities embarked on comprehensive public participation processes as part of the development of their IDPs.
- e. There are municipalities that have succeeded in reflecting the status of their sector plans in their IDPs.

5. Areas of improvement in IDPs in the province

During the IDP assessment process, some challenges on the IDP were eminent. It is important that the challenges provided below be understood within the entire context of Integrated Development Planning in the country, ranging from the gaps in the current IDP legislation to the guidance and support needed to develop IDPs nationally and within the province. In most cases the challenges that municipalities face in their IDP can be related to the issues referred to above.

A 10 point summary of IDP challenges in the province is provided below.

- a. Generally, municipal IDPs in the province still struggle to identify a clear spatial logic that includes the overall identification of projects and programmes and the geographical location within municipal areas.
- b. Municipalities need to improve and strengthen their Organisational Performance Management Systems. The development of clear and measurable Strategic Objective Indicators, linked to timeframes, can be strengthened.
- c. The linkage (methodologically, in time and on content specific issues) of various sectoral plans and programmes such as the ITP, SDF, LED Plan, Biodiversity Action Plan and Environmental Management Framework with the IDP remains a challenge for most municipalities.
- d. A clear(er) representation or outline of MIG fund expenditure and bulk infrastructure investment within municipal IDPs can improve the quality of IDPs.
- e. Municipalities are encouraged to provide clear indications of their individual internal capacities (human resources and others), in order to contextualise challenges and possible sector support.

⁴Although the Department has not received the IDP, it has been established during the LGMTEC 3 process that the municipality had not linked its IDP to its budget. According to the information available to the Department, the municipality approved the budget before its IDP could be finished.

- f. Municipal IDPs can deepen their implementation and responsiveness by including ward based expenditures that are linked to a rolling 3 year budget and informs ward based plans and other local based initiatives, such as neighbourhood development plans.
- g. The inclusion of service delivery backlogs and the levels of service delivery such as housing, will improve the quality of IDPs.
- h. The availability of, interpretation and analysis of up to date socio-economic data remains a challenge for municipalities.
- i. The implications of the Growth Potential Study of Towns should be included and analysed in 3rd Generation municipal IDPs.
- j. Most IDPs still struggle to articulate its strategic intent. In most cases, it is not clear how IDPs of municipalities are forging a development agenda for the people within its areas and how it seeks to do so.

Table 5 below provides an outlay of areas of improvement identified and recommendations made to municipalities based on the 2011/12 IDP Assessment process.

6. Areas of improvement and recommendations per municipality

Municipality Name	Areas of improvement/Recommendations
West Coast District	<ul style="list-style-type: none"> • The IDP needs to reflect the role of the West Coast IDP Coordinating Committee and how this structure is adding value to the IDP process. • The Municipality is urged to fill the vacant environmental posts within the municipality as there are many environmental plans that are developed and are reviewed as per the new Acts (Waste, Air Quality and Coastal Management). These Acts require the appointment of dedicated personnel and the municipality is therefore, against the background of prevailing budgetary constraints, urged to create and fill these vacant posts as soon as possible. Resources to fill these vacant posts can be sourced from the DBSA and the WWF South Africa who administer funds such as the Table Mountain Fund. • The IDP omitted Technical Service strategies where waste collection is featuring. A detailed technical section is suggested on Section 4 of the document with all its sector plans in place with status and processes that are underway. • The municipality is recommended to benchmark their analysis, especially of poor communities, on the Matzikama IDP, which has done an excellent town-specific analysis. • The municipality has a good Spatial Development Framework, but the inputs of the Health Sector are required for aligning health infrastructure and health services with human settlement development. • The Council and MEC approved Integrated Transport Plan needs to be linked to the IDP. • The municipality is advised to include a clear reflection of the operational and maintenance budget of water services and infrastructure in the IDP. • Although Disaster Management is listed as a strategic focus within the IDP, no Disaster Management chapter is included in the IDP. • A formal District Wide Safety plan has not yet been developed and adopted by the West Coast Municipality to support such initiatives over the long-term. • It is recommended that a formal Memorandum of Agreement between the Department of Community Safety and municipality be signed to develop a safety plan to be included in the IDP 2012/2013. • It is recommended that Thusong Service Centres be included in Municipal IDPs where funding is allocated for the operations of these centres.

Municipality Name	Areas of improvement/Recommendations
Matzikama	<ul style="list-style-type: none"> • The National Department of Environmental Affairs raised concerns regarding the municipality's internal capacity and its alignment with recent environmental programmes such as "Working for the Coast". • Waste Management remains a challenge for the municipality. • The Department of Environmental Affairs and Development Planning stated that although reference of the Growth Potential Study is made, the IDP fails to make the necessary linkages. • The Department of Environmental Affairs and Development Planning also raised concerns regarding the lack of detail in the IDP on biodiversity and sustainability. • The 2011/2012 IDP review document doesn't make reference to an Air Quality Management Plan. • The Department of Transport indicated that the Matzikama Local Municipality needs to adopt the Integrated Transport Plan and ensure that the necessary linkages to future IDPs are made. • There was a general concern raised by sector departments that there is no information on MIG expenditure in the IDP. • The Department of Provincial Disaster Management Centre commented that there was no mention made of the Matzikama Disaster Management Plan in the 2011/2012 IDP Annual review document. • A key strategic challenge for the Matzikama municipality going forward is the incorporation of the DMA area. The 2011/2012 IDP annual review document could have started formulating clear plans to deal with this.
Cederberg	<ul style="list-style-type: none"> • The strategies and objectives section of the IDP should be strengthened and linked to indicators that are specific, attainable and measurable as well as time bound. Responsible units for implementation must also be clearly identified. • It is recommended that the municipality includes within future IDPs a list of capital projects linked to the budget over a 3 year period. • The council approved Integrated Transport Plan (ITP) should be included in the IDP which will give the ITP legal status. • Although the Cederberg municipality has a good Human Settlement Plan (HSP), linkages between the HSP and the IDP should be more clearly reflected. • No Disaster Management chapter is included in the IDP review document although disaster management related topics are touched on and acknowledged. Risk Management needs to be addressed in the Municipal Disaster Management Plan. • It is recommended that Thusong Service Centres be included in Municipal IDPs where funding is allocated for the operations of these centres.
Swartland	<ul style="list-style-type: none"> • A Swartland Local Integrated Transport Plan was developed and was approved as part of the West Coast District Integrated Transport Plan by the MEC in May 2010; however priority projects and outcomes from the Swartland Integrated Transport Plan are not included in the 2011 review of the IDP. This should be included to give the ITP legal status. • Water conservation and water demand management should be a priority in ensuring water for growth and development informed by the Water Services Development Plan and the IDP. • Thusong Service Centre should therefore be included in Municipal IDPs where funding is allocated for the operations of the Thusong Service Centre. Thusong Service Centres should also be included in the Monitoring and Evaluation Framework of the IDP.

Municipality Name	Areas of improvement/Recommendations
Bergrivier	<ul style="list-style-type: none"> • The IDP lacks information on population dynamics which hinders the municipality's ability to determine trends. • The municipality needs to improve on the reconciliation of the internal strategic session priorities and ward priorities in order to reach agreed development challenges that it will tackle in its IDP. This reconciliation needs to have been informed by: (i) the implications of the technical socio-economic analysis, (ii) the top management session, (iii) issues emanating from the ward committee meetings, (iv) issues emanating from the Spatial Development Framework, (v) issues stipulated in the Local Economic Development strategy. • In its current form the IDP provides a very limited and a fragmented sense of its key strategic list of interventions to track progress on the implementation of the IDP. • Information contained in the document seems to have been collected from various sources and included in the document without further interrogation and ensuring proper linkages. The IDP also provides an indication that there is still a major segregated sector approach to planning and development in the municipality. • It is recommended that the municipality must fast track the appointment of a dedicated IDP Manager. • It is recommended that Thusong Service Centres be included in Municipal IDPs where funding is allocated for the operations of these Centres.
Cape Winelands DM	<ul style="list-style-type: none"> • Financial Plan should be contained in the IDP, including a list of projects linked to budget over a 3 year period. • The strategies and objectives section of the IDP should be strengthened and linked to indicators that are specific, measurable, attainable, time bound as well as responsible units for implementation must be clearly identified.
Witzenberg	<ul style="list-style-type: none"> • The Witzenberg municipality started a process of area investment planning indicating investments per ward on maps. This practice is commended and should be expanded upon in next generation IDPs. • The link between the district strategies and the Witzenberg development strategy needs to be made more explicit in future IDPs. • It is recommended that Thusong Service Centres be included in Municipal IDPs where funding is allocated for the operations of these centres.

Municipality Name	Areas of improvement/Recommendations
Drakenstein	<ul style="list-style-type: none"> • It is recommended that a municipal organogram, including an indication of vacancies should be part of the next IDP. In its current form, the IDP does not provide evidence of the institutional human resource capacity that will deliver on the key interventions identified in the IDP. • Although the IDP provided evidence of actions for basic service delivery the main gap is that there is no evidence of a link to the community based planning process that the municipality is undertaking in order to get a ward breakdown of infrastructure spending. • It is recommended that information on metering and billing cost recovery in the Water Service Development Plan as well as the OPEX for water be included in the IDP. • The municipality needs to include a Disaster Management Chapter in future IDPs. • The IDP does not unpack biodiversity issues. It is recommended that against the background of prevailing capacity and budgetary constraints the municipality prioritises the appointment of a dedicated environmental management unit. • The municipality is urged to strengthen the linkages between the IDP and various sectoral plans. • It is recommended that Thusong Service Centres be included in Municipal IDPs where funding is allocated for the operations of these Centres. • The municipal IDP does not provide the important strategic role it needs to play within the great functional city region. The IDP does not reflect on critical horizontal linkages that it needs to forge to advance a broader developmental agenda.
Stellenbosch	<ul style="list-style-type: none"> • The IDP lacks a clear spatial logic that pervades the overall identification of projects and programmes and the location of interventions. • Although the IDP succeeds in aligning housing projects listed with the municipal housing pipeline, it fails to sufficiently unpack the aim and context of these projects. Furthermore it is recommended that the municipality updates its Human Settlements Plan (HSP). Linkages between the IDP and sectoral strategies such as the Human Settlements Plan and Spatial Development Framework should be further emphasised in future IDP documents. • The IDP does not contextualise the strategic and pivotal role of the Stellenbosch municipality within the greater functional region. • The IDP does not connect the key interventions emanating from the ward needs to the development agenda of the municipality. • The Water Services Development Plan (WSDP) of the municipality did not unpack issues of sanitation and issues around water losses adequately. It is also recommended that the WSDP of the municipality be updated and aligned with the IDP. • The Spatial Development Framework of the municipality is still a draft and a key recommendation by the Department of Environmental Affairs and Development Planning is that the municipality should adopt its Spatial Development Framework in line with the IDP. • It is recommended that Thusong Service Centres be included in Municipal IDPs where funding is allocated for the operations of these Centres.

Municipality Name	Areas of improvement/Recommendations
Langeberg	<ul style="list-style-type: none"> • The municipality needs to strengthen the spatial logic of the IDPs development strategy by including maps which will provide an indication of the municipality's developmental agenda spatially. • The municipality needs to improve and strengthen its Organisational Performance Management System by developing Strategic Objective Indicators that are measurable and linked to timeframes. • It is recommended that Thusong Service Centres be included in Municipal IDPs where funding is allocated for the operations of these centres.
Breede Valley	<ul style="list-style-type: none"> • The IDP does not contain a proper needs analysis list as per ward for water & sanitation related issues. • Although the municipality has a good Human Settlements Plan (HSP), linkages between the HSP and the IDP needs to be reflected. • The municipality is currently struggling with significant immigration of people to the area. A study of why people are moving to this area is required in order to inform possible solutions. A strategy is required by the municipality to deal with the seasonal work opportunities in terms of farming opportunities in the area. When there is no work, the number of unemployed seasonal workers places massive pressure on service delivery infrastructure. It is therefore recommended that a mitigation strategy to deal with the aforementioned be developed as well as addressing the potential tension in the area that results from the unemployment rate and the history of xenophobic attacks in the area. It is recommended that a task team be formed to look at contingency planning and collaborate on a Rural Safety Strategy in the area that consists of the Department of Home Affairs, the South African Police Services and the Department of Community Safety. • No section on Disaster Management was found within the IDP and it is recommended that the municipality include a section on this in future IDPs. • Findings on the Growth Potential Study of towns need to be included in the IDP to strengthen the Socio-Economic component of the analysis. • Sector Contributions and strategies need to be acknowledged and included in the IDP. • Linkages between the IDP and the Local Economic Development strategy of the municipality should be further emphasised within the IDP. • It is recommended that Thusong Service Centres be included in Municipal IDPs where funding is allocated for the operations of these centres.

Municipality Name	Areas of improvement/Recommendations
Overberg DM	<ul style="list-style-type: none"> • It is recommended that the District IDP Managers Forum be revived to boost the coordination of the formulation of the District IDP with that of municipal IDPs. • It is recommended that the Performance Management System of the municipality be finalised and implemented. • While it was clear in the IDP that the municipality lacks adequate human and financial resources to implement the IDPs, the municipality is encouraged to explore creative ways of addressing this challenge. • The current Spatial Development Framework, which was approved by council in terms of the Municipal Systems Act in 2004, should be reviewed urgently in line with the recent Provincial Spatial Plan and other relevant provincial and national policies. • The Disaster Management chapter in the IDP is inadequate and should be expanded to focus on risk reduction and other relevant issues in the district based on the guidelines provided by the Department of Local Government. • The Air Quality Management Plan must be adopted and submitted to the Provincial Department of Environmental Affairs and Development Planning. • The next IDP needs to strengthen the link to key strategic provincial policies such as the Provincial Strategic Objectives (PSOs) and the Provincial Spatial Development Framework (PSDF). • The municipality is encouraged to clearly articulate within future IDPs any major budgetary and capacity constraints in order for stakeholders to identify where support can be provided. • It is recommended that Thusong Service Centres be included in Municipal IDPs where funding is allocated for the operations of these Centres.
Theewaterskloof	<ul style="list-style-type: none"> • The Theewaterskloof Integrated Transport Plan (ITP) needs to be linked to the IDP which will give it (the ITP) the necessary legal status. • While the need for housing delivery is mentioned in your IDP, the IDP needs to unpack the implications of what the impact on water sources of the municipality will be on further housing development. • It is recommended that the small sub-section that is currently contained in the IDP pertaining to Disaster Management be expanded and be more comprehensive. • It is recommended that Thusong Service Centres be included in municipal IDPs where funding is allocated for the operations of these Centres.
Overstrand	<ul style="list-style-type: none"> • The packaging of future Overstrand IDP documents should be improved upon to limit current numbering and referencing issues contained within the 2011/2012 IDP review document. • Key aspects and maps from the Growth Management Study should be included in the main IDP document. • It is recommended that the municipality strengthens the spatial logic of the IDPs development strategy by including maps which will provide an indication of the municipality's developmental agenda. • It is recommended that Thusong Service Centres be included in Municipal IDPs where funding is allocated for the operations of these centres.

Municipality Name	Areas of improvement/Recommendations
Cape Agulhas	<ul style="list-style-type: none"> • It is recommended that the municipality drafts an Integrated Transport Plan that will be linked to the IDP which will give the ITP legal status. • It is recommended that the municipality strengthens the spatial logic of the IDPs development strategy by including maps which will provide an indication of the municipality's developmental agenda. • It is recommended that Thusong Service Centres be included in Municipal IDPs where funding is allocated for the operations of these Centres.
Eden DM	<ul style="list-style-type: none"> • The current District vision "A home and future for all" may need to be revised to allow District to develop a tailor made vision for Eden District for the next 5 years. • A number of sectoral aspects of the IDP need to be strengthened. This includes the development of a rural development strategy as well as the further refinement of the Spatial Development Framework and spatial logic. A stronger economic logic focusing on economic infrastructure is also recommended. • As part of the third generation IDP the Eden District needs to develop clear medium and long term development performance targets and indicators for the region. • Bulk Infrastructure investments in future should be clearly indicated and broken down per annum which would provide a clear indication of what maintenance infrastructure investment is planned annually. • It is recommended that Thusong Service Centres be included in Municipal IDPs where funding is allocated for the operations of these Centres.
Kannaland	<ul style="list-style-type: none"> • The IDP needs to take cognisance of the latest Provincial Strategic Plan and link the IDP priorities to the 12 Provincial Strategic Objectives. • The use of statistical data in the IDP can be improved. Instead of referring to statistics at one point in time, the use of statistics over time would allow the municipality to identify trends and make a meaningful socio economic analysis. • Sectoral planning in the IDP for Kannaland needs to be strengthened. Specific reference needs to be made to the development of a Biodiversity Action Plan and Environmental Management Framework, the development of a clear local economic development plan, Disaster Management plan as well as comprehensive financial management to address a number of financial issues.
George	<ul style="list-style-type: none"> • More effective and creative ways of increasing accessibility to the IDP should be implemented. • The George Municipality should target specific groups and outside stakeholders in their public participation processes. • The council approved Integrated Transport Plan should be reflected in the IDP. • Referencing to maps and the spatial logic needs improvement for the next IDP. • Environmental and sustainability considerations are not adequately addressed. While some environmental and sustainability strategies, programmes and projects have been developed, additional and/or improved strategies, programmes and projects are required. • It is recommended that Thusong Service Centres be included in Municipal IDPs where funding is allocated for the operations of these Centres.

Municipality Name	Areas of improvement/Recommendations
Hasequa	<ul style="list-style-type: none"> • The IDP needs to be adequately responsive to sudden changes such as the re-demarcation of wards and its subsequent impact on planning. • The IDP needs to provide clear percentages in relation to the total amount of budget and MIG funding spent. • The IDP needs to provide a clearer indication on the current situation within the municipality regarding internal capacity to implement projects in line with set objectives and targets set. • It is important to ensure that the packaging of the IDPs is professionally done to avoid current sudden switches in language between Afrikaans and English in the document.
Knysna	<ul style="list-style-type: none"> • It is recommended that the municipality strengthens the spatial logic of the IDPs development strategy by including maps which will provide an indication of the municipality's developmental agenda. • The municipality is urged to highlight current sector contributions within the municipal area which will unlock the development potential within the municipality and reduce investment duplication. • The documenting of the skills set of retired, yet functional citizens within the Knysna area could be considered for inclusion into the IDP. • It is recommended that Thusong Service Centres be included in Municipal IDPs where funding is allocated for the operations of these centres.
Mosselbay	<ul style="list-style-type: none"> • The municipality is urged to highlight current sector contributions within the municipal area which will unlock the development potential within the municipality and reduce investment duplication. • It is recommended that the municipality strengthens the spatial logic of the IDPs development strategy by including maps which will provide an indication of the municipality's developmental agenda. • It is recommended that Thusong Service Centres be included in municipal IDPs where funding is allocated for the operations of these centres.
Oudtshoorn	<ul style="list-style-type: none"> • The IDP for Oudtshoorn needs to reflect the link with the latest Provincial Strategic Plan. • The municipality needs to ensure that all statistics quoted in the IDP are correct as a number of incorrect statistics was provided in the 2011/12 IDP. • Sectoral planning in the IDP for Oudtshoorn need to be strengthened. Specific areas to strengthen are the out dated Spatial Development Framework; inclusion of a Disaster Management section; a Biodiversity action plan/ Environmental Management Framework as well as a Financial Management Plan including the aspect of financial planning around the maintenance of infrastructure investments. • Since the Oudtshoorn municipality forms part of the Comprehensive Rural Development Programme, the 5-year plan needs to indicate the implications of the municipality's participation in the Comprehensive Rural Development Programme.

Municipality Name	Areas of improvement/Recommendations
Bitou	<ul style="list-style-type: none"> • While the ward planning represents a very important and innovative feature, it is not always clear to what extent each ward has been covered through the process. The ward asset maps, for instance, only cover a small portion of the wards. It is also important that the outcomes and priorities of the ward plans be escalated to the IDP to ensure implementation and follow-up. • Coupled with the previous point, the IDP will benefit from an improved overall spatial logic and presentation through maps. • It is recommended that Thusong Service Centre be included in Municipal IDPs where funding is allocated for the operations of these Centres.
Central Karoo DM	<ul style="list-style-type: none"> • The alignment of the IDP to other government policies needs to be strengthened to reflect the link with the Provincial Strategic Plan as well as National Outcomes. • The lack of a regional Human Settlement Plan is of great concern and should form a prominent part in the next IDP. • The IDP should include information on the public participation process followed during the development of the annual review. • The Strategies and Objectives of the IDP should be linked to indicators that are specific, measurable, realistic and time bound and responsible units for implementation. • It is recommended that government avenues be explored to set up a project team to facilitate specific projects for Murraysburg. A Steering Committee consisting of existing community leaders should be assembled. Department of Community Safety is the key department in this process.
Laingsburg	<ul style="list-style-type: none"> • Alignment with Provincial Strategic Objectives is not mentioned in the IDP. • The need to develop and implement a Non-Motorised Transport Master Plan for the municipality is required in the medium term, as stated in the Provincial Land Transport Framework. • A Water Services Development Plan was completed by the municipality but the IDP does not provide an indication as to whether or not this plan has been adopted or approved by Council. • The link between the Spatial Development Framework and the IDP should be expanded upon in the third generation IDP documents. • It is recommended that Thusong Service Centres be included in Municipal IDPs where funding is allocated for the operations of these Centres.

Municipality Name	Areas of improvement/Recommendations
Prince Albert	<ul style="list-style-type: none"> • The IDP document fails to provide credible detail regarding the public participation process within the Municipal area. • It is important to ensure that the packaging of future IDPs is professionally done to avoid issues encountered in the 2011/2012 IDP review document such as numbering that is either inconsistent or lacking. • The municipal IDP does not provide an indication of housing backlogs in its IDP. This information will go a long way to provide an overview of the housing challenge within the municipal area as well as form a basis for the planning and implementation of Human Settlement projects. • A clear indication of the levels of service delivery for water and sanitation needs to be provided in the IDP as one of the challenges identified in the IDP is the lack of sanitation services, water supply and treatment, which are regarded as hindering new development in the area. • It is recommended that Thusong Service Centres be included in municipal IDPs where funding is allocated for the operations of these centres.
Beaufort West	<ul style="list-style-type: none"> • The IDP should include a list of projects linked to the budget over a 3 year period. • It is recommended that the Financial Plan be included in the IDP as per requirements on the Municipal Performance Management and Planning Regulations 2000 and MSA of 2000. • Although an agreement was reached at the on-site assessment session that there is an active public participation process within the municipal area, it is recommended that the IDP should provide evidence of this public participation process in the future. • The strategies and objectives section of the IDP should be strengthened and linked to indicators that are specific, measurable, realistic and time bound as well as provide an indication of the units/persons responsible for implementation.

7. Future support action for IDPs

The IDP assessment process did not only result in the assessment of these plans. During the on-site engagement sessions, some sector departments made commitments to support municipalities. This is an important and positive step in the IDP assessment process because sector departments are beginning to play their support role and not leave municipalities to struggle alone. A summary of some of the support actions are provided below.

- The Department of Local Government, in conjunction with The Department of Social Development and STATSSA committed to provide training to IDP Managers and officials on data analysis from the 22 - 23 August 2011.
- The Department of Environmental Affairs and Development Planning (DEADP) has committed to providing support to all municipalities that are included in the second phase of the Built Environment Support Programme. Municipalities are also encouraged to contact the DEADP for possible support regarding the development of 2nd generation Integrated Waste Management Plans and Air Quality Management Plans. The Department committed to support the following municipalities: Breede Valley, Central Karoo, Bitou, Oudtshoorn, Cape Agulhas, Theewaterskloof, Cederberg, Beaufort West, Mosselbay, and Witzenberg.
- District Municipalities are encouraged to source support from the Department of Community Safety (DoCS) in developing a District Safety Strategy. Furthermore DoCS committed to work with municipalities to strengthen the Public Safety as part of IDPs.
- The Department of Transport and Public Works has committed to providing support to municipalities with regards to developing and implementing Non-Motorised Transport Master Plans that will be aligned with Provincial Land Transport Framework (PLTF).
- The Department of Local Government reaffirmed its commitment to supporting all municipalities in terms of strategy development and institutional capacity building.

Table 6 below provides a detailed outlay of commitments made during the 2011/12 IDP Assessment process by sector departments and municipalities alike in order to support the improvement of future municipal IDPs.

8. Future support actions for IDPs per municipality

Municipality Name	Support Actions
West Coast District	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/ September 2011. • Subsequent to the on-site visit it was established that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • The Department of Community Safety and the West Coast District municipality agreed to sign a formal Memorandum of Agreement to develop a safety plan. • Consultations between the environmental unit of the municipality and the Department of Environmental Affairs and Development Planning will be undertaken to address the lack of environmental substance in the 2011/2012 West Coast IDP review document.
Matzikama	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/ September 2011. • Subsequent to the on-site visit it was established at the IDP Managers Forum held on 13-14 July 2011 that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011.

Municipality Name	Support Actions
Cederberg	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • Subsequent to the on-site visit it was established that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • It was agreed that the Cederberg Municipality should form part of the IDP Analysis Advisory Group that are specifically working on issues with regards to the content and structure of IDPs. • The Department of Environmental Affairs and Development Planning will work with the municipality during the second phase of the Built Environment Support Programme (BESP), which will form the basis for the next review of the Spatial Development Framework. • A high prevalence of crime and drug abuse in the municipal area has been identified and it is agreed that the municipality and the Department of Community Safety work together to come up with a plan of action to address these issues. • Department of Local Government to source information and provide feedback to the municipality around the Local Government Turn Around Strategy (LGTAS) process.
Swartland	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • The Department of Local Government will also liaise with the Provincial Treasury regarding expected timelines of the circulation of socio-economic profiles of municipalities. Subsequent to the on-site visit it was established at the IDP Managers Forum, held on 13-14 July 2011, that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011.
Bergrivier	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • Subsequent to the on-site visit it was established that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011.
Cape Winelands DM	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • Subsequent to the on-site visit it was established at the IDP Managers Forum held on 13-14 July 2011, that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • A formal agreement between the Department of Community Safety and the District Municipality will be signed to develop a District Safety Strategy that can be included in the next 5 year IDP. • The Department of Environmental Affairs and Development Planning will support the municipality to develop its 2nd generation IWMP.

Municipality Name	Support Actions
Witzenberg	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • Subsequent to the on-site visit it was established that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • The Department of Community Safety committed to further assist the municipality in strengthening the Public Safety Perspective in the IDP and taking the process further with regards to implementation. • The Department of Rural Development and Land Reform committed to continue assisting the municipality in the development of their Spatial Development Framework.
Drakenstein	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • Subsequent to the on-site visit it was established that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • The Department of Community Safety to enter into a memorandum of agreement with the Drakenstein municipality to address specific needs such as serious and priority crimes, improving services at police stations and the improvement of road safety. This is to be included in the next generation of IDPs.
Stellenbosch	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • Subsequent to the on-site visit it was established that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • The Department of Water Affairs will engage the municipality in order to assist the municipality to update the Water Services Development Plan. • Stellenbosch Hospital needs an upgrade desperately and the Department of Health plans to ensure that the hospital has an adequate emergency department. • A District Waste Management Forum sits on a second monthly basis in the District. The municipality committed to participate in this Forum in the future.
Langeberg	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • Subsequent to the on-site visit it was established that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • The municipality, with the support of Department of Environmental Affairs and Development Planning needs to compile its 2nd generation Integrated Waste Management Plan. • The Department of Environmental Affairs and Development Planning will assist the municipality to develop the Air Quality Management Plan and ensure that it is linked to the IDP.

Municipality Name	Support Actions
Breedevalley	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • Subsequent to the on-site visit it was established that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • The Department of Environmental Affairs and Development Planning will work with the municipality during the second phase of the Built Environment Support Program, which will form the basis for the next review of the Spatial Development Framework.
Overberg DM	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • Subsequent to the on-site visit it was established that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • The Department of Human Settlements together with the Department of Water Affairs will conduct a 3 day councillor induction session on Water and Sanitation in November 2011 or January 2012. The municipality committed to encourage their councillors to support this initiative. • The Department of Economic Development and Tourism has committed to assisting the Overberg District Municipality to re-establish the Local Economic Development Forum. • The Department of Human Settlements committed to provide the municipality with support to develop a Housing Settlement Plan.
Theewaterskloof	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • Subsequent to the on-site visit it was established that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • It was agreed that the findings on the Growth Potential Study of towns will be included in the next IDP review in order to strengthen the socio-economic component. • The municipality committed to ensure that privately funded developments will be reflected in its next IDP. • The Department of Environmental Affairs and Development Planning will work with the municipality during the second phase of the Built Environmental Support Program (BESP), which will form a basis for the next review of the Spatial Development Framework.

Municipality Name	Support Actions
Overstrand	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • Subsequent to the on-site visit it was established that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • The municipality committed to link the Growth Management Plan to the socio-economic profiles at ward level in future IDPs. • The Department of Human Settlements and the municipality agreed to engage each other regarding the peculiarities on sanitation and the limited capacity of waste water plants in the some of the municipal areas.
Cape Agulhas	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • Subsequent to the on-site visit it was established that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • The municipality committed to reflect the implications of the Growth Potential Study of Towns in the next IDP. • The Department of Environmental Affairs and Development Planning will work with the municipality during the second phase of the Built Environmental Support Programme (BESP), which will form a basis for the next review of the Spatial Development Framework.
Eden DM	<ol style="list-style-type: none"> a. The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. b. Subsequent to the on-site visit it was established that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. c. The District commits to putting a stronger emphasis on forward planning in collaboration with the local municipalities, specifically around bulk water supply and the issue of renewable energy. d. The Eden District municipality has identified the upgrading of the Oudtshoorn-George regional road as a priority over the next five years. e. A stronger link needs to be established between the Eden District Spatial Development Framework and those of the local municipalities.

Municipality Name	Support Actions
Kannaland	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • The Department of Local Government will also liaise with the Provincial Treasury regarding expected timelines of the circulation of socio-economic profiles of municipalities. Subsequent to the on-site visit it was established at the IDP Managers Forum held on 13-14 July 2011 that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • The Eden District Municipality committed to provide continued support to the municipality through their Shared Services office in the areas pertaining to Human Resource management, Supply Chain Management, financial services and local economic development. • The short term financial recovery plan developed by the Chief Financial Officer of Eden will be implemented at the Kannaland Local Municipality with cooperation by the municipality. • The Department of Environmental Affairs and Development Planning will assist Kannaland municipality to adequately address the aspect of Waste management within the new 5 year IDP. • The Department of Environmental Affairs and Development Planning requested that Kannaland Local Municipality engage them on assistance regarding high priority projects where the conducting of EIAs is necessary. • The Kannaland Local Municipality is encouraged to make contact with the Department of Transport and Public Works to assist the municipality with investigating and including the aspect of public safety and road safety in the IDP.
George	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • The Department of Local Government will also liaise with the Provincial Treasury regarding expected timelines of the circulation of socio-economic profiles of municipalities. Subsequent to the on-site visit it was established at the IDP Managers Forum held on 13-14 July 2011 that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • The implementation of the George Mobility Strategy will be discussed through a follow up session by the Municipality and the Department of Transport and Public Works. • Basic housing master plans are currently being used in the Department of Human Settlements and assistance will be provided to the municipality to develop a fully-fledged Human Settlement Plan that will be aligned to the IDP of the municipality.

Municipality Name	Support Actions
Hessequa	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • The Department of Local Government will also liaise with the Provincial Treasury regarding expected timelines of the circulation of socio-economic profiles of municipalities. Subsequent to the on-site visit it was established at the IDP Managers Forum held on 13-14 July 2011 that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • The Municipality committed to correcting the various packaging issues found within the IDP. • The Municipality undertook to pursue corrective measures to mitigate the impact of ward re-demarcation on Integrated Development Planning.
Knysna	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • Subsequent to the on-site visit it was established that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • The Municipality committed to highlighting sector contributions within the Knysna municipal area in future IDP documents. • The Municipality will also provide evidence on Spatial Logic through expanded mapping and spatial analysis in future IDP documents.
Mossel Bay	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • Subsequent to the on-site visit it was established that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • The Department of Environmental Affairs and Development Planning committed to engage the municipality in order to strengthen the link between Mossel Bay municipality's Spatial Development Framework and Integrated Development Plan. • The municipality agreed to include their Poverty Alleviation Strategies in the next IDP document. • The municipality committed to ensure that their council adopted Integrated Transport Plan is linked to the IDP. The Department of Transport and Public Works will provide support to the municipality to ensure that this link is achieved.

Municipality Name	Support Actions
Oudtshoorn	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • The Department of Local Government will also liaise with the Provincial Treasury regarding expected timelines of the circulation of socio-economic profiles of municipalities. Subsequent to the on-site visit it was established at the IDP Managers Forum held on 13-14 July 2011 that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • The Department of Environmental Affairs and Development Planning indicated that their Department has identified Oudtshoorn as one of the municipalities to support during the next financial year with the drafting of a credible Spatial Development Framework. • The Department of Health agreed to follow up on progress made regarding the issue of establishing a clinic in Toekomsrus and to provide feedback to Mr Masola, IDP manager of Oudtshoorn. • The Oudtshoorn municipality is to consider conducting a study on movement patterns. In this regard the municipality needs to provide a formal request to the Department of Transport and Public Works.
Bitou	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • The Department of Local Government will also liaise with the Provincial Treasury regarding expected timelines of the circulation of socio-economic profiles of municipalities. Subsequent to the on-site visit it was established at the IDP Managers Forum held on 13-14 July 2011 that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • Bitou will form part of the Built Environment Support Programme (BESP). • It was agreed that an engagement is required between the Department of Environmental Affairs and Development Planning and the Municipality to develop a credible Spatial Development Framework for the municipality. Relevant information has been forwarded from the Department of Environmental Affairs and Development Planning to the Municipality.
Laingsburg	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • Subsequent to the on-site visit it was established that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • The Department of Transport and Public Works will assist the municipality to develop and implement a Non-Motorised Transport Master Plan.

Municipality Name	Support Actions
Central Karoo DM	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • Subsequent to the on-site visit it was established at the IDP Managers Forum held on 13-14 July 2011 that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • The Department of Affairs and Development Planning will work with the municipality during the second phase of the Environmental Management Framework, which will form a basis for the next review of the SDF. • The Department of Transport and Public Works will assist the municipality to develop a Non-Motorised Transport Master Plan to align to the Provincial Land Transport Framework.
Prince Albert	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • Subsequent to the on-site visit it was established that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • It was agreed that public participation in the municipal area should be rejuvenated and that the Directorate of Public Participation at the Department of Local Government will be alerted in order to provide the necessary support to the Prince Albert municipality in this regard. • The Prince Albert municipality will contact the Department of Water Affairs in order to source assistance for the development of the Water Services Development Plan. • The Central Karoo District Municipality and the Provincial Department of Local Government will support the municipality in terms of challenges faced with regards to strategy development and capacity building in the municipality. • The Prince Albert municipality will contact the Department of Environmental Affairs and Development Planning to assist with the development of an Air Quality Management Plan.

Municipality Name	Support Actions
Beaufort West	<ul style="list-style-type: none"> • The Department of Local Government is currently mobilising Social Development and STATSSA to collaborate and find ways of addressing the need for training on data analysis which will be rolled out during August/September 2011. • Subsequent to the on-site visit it was established at the IDP Managers Forum held on 13-14 July 2011 that Provincial Treasury will finalise and avail the socio-economic profiles of municipalities by the end of September 2011. • The Department of Transport and Public Works will assist the municipality to develop a non-motorised Transport Master Plan to align to the Provincial Land Transport Framework. • The Department of Local Government will provide the municipality with feedback on the Bulk Infrastructure Master Plan that was developed by the Province. • Ms Thobeka Twani from the Central Karoo District Municipality agreed to follow up with the Municipal Manager of the Beaufort West Municipality on whether or not they are aware that they have been included in Round 3 of the Built Environment Support Programme (BESP). This information needs to be communicated to the Department of Environmental Affairs and Development Planning and it was agreed that an engagement between the Beaufort West Municipality and the Department of Environmental Affairs and Development Planning needs to be set up to address issues around the Air Quality Management Plan and the Waste Management Plan of the municipality. • It is agreed that the Central Karoo District Municipality will assist the Beaufort West Municipality with their Disaster Management Plan since the Department of Local Government has identified the Disaster Management Plan of the Central Karoo District Municipality as one of the best in the Province.

SECTION F: LESSONS LEARNT AND SUCCESS FACTORS

1. Introduction

Some key lessons were learnt from the 2011/12 IDP assessment process. These lessons are very valuable for the province and the Department of Local Government for the future and they will be unpacked in this section.

2. The Provincial IDP Managers Forum

The provincial IDP Managers Forum was used as a crucial preparatory structure for the IDP assessment process. The Directorate utilised this structure to mobilise IDP practitioners from municipalities to participate in the IDP assessment process. To this effect, the assessment dates and processes were communicated and workshopped in this structure prior to the roll out of the assessment process. This legitimized the process in terms of transparency, provided clarity on how this process was going to unfold and sensitised IDP practitioners as to what was expected of them throughout the process. The above mentioned approach ensured that municipalities felt that they were an integral part of this process and had a say on how the assessment would be conducted.

3. The Provincial IDP Advisory Committee

The establishment of the IDP Advisory Committee was pivotal in mobilising sector departments to be part of the IDP assessment process. This committee was established to ensure that sector departments participated and had an input in the conceptualisation and roll out of the IDP Assessment process. The committee was also tasked with developing a framework for assessment of the 3rd Generation of IDPs as well as develop a set of guidelines for municipalities towards developing their 3rd Generation of IDPs. It should be noted that the committee does not only consist of provincial sector department officials alone but membership has been extended to include key, strategic municipal officials as well. The inclusion of municipal officials has added to the committee being able to take municipal material conditions and realities into account when making recommendations in terms of the IDP assessment process, guidelines to municipalities, as well as the framework for assessment that will be used in future assessments.

4. The process, roles and responsibilities, time frames and expectations: "the roadmap"

The IDP Directorate provided leadership by ensuring that there is a clear process that is understood by all participants, both sector departments and municipalities, in advance. The "roadmap" sought to provide guidance on what needs to be done, when and by whom. As part of this process, deliverables/outputs were clearly explained to all participants in advance.

Also, the Directorate ensured that there was buy-in and commitment on all the issues mentioned above before the assessment process commenced. To ensure this, at least three preparation meetings were held with sector departments; roles and responsibilities, timeframes, deliverables and the principles governing the IDP assessment process were discussed. These meetings started at least three months before the assessment process.

Sector departments were requested to provide the Department with the names of the relevant officials who will participate in the assessments in advance in order to ensure that each sector department had dedicated human resources for each District and on-site assessment engagements.

SECTION G: WAY FORWARD

1. Introduction

Emanating from the IDP assessment process was a clear need to introduce and to improve on certain processes and mechanisms. These instruments will form an important way in which IDPs are assessed in the province in the future. This section of report deals with those mechanisms.

2. The Intergovernmental Planning and Budgeting Framework (IGPBF)

While preparing for the IDP assessment, there was recognition by the Department through the Joint Working Group (JWG)⁵ that there is a need for a reviewed IDP Analysis Framework to assess the quality of municipal Integrated Development Plans. In response to this, as the first step, The Department of Local Government developed a Provincial Framework for Intergovernmental Planning and Budgeting Alignment. This Framework is an inclusive Planning and Budgeting Framework that unpacks the interconnectedness and takes advantage of the interrelatedness of the IDP Indaba, the LGMTEC 2 and 3 and the IDP Assessment process with the view to; (a) provide support, (b) introduce predictability into the planning and budgeting system of local government and the province, (c) achieve efficacy, and (e) pursue integrated service delivery to the people of the Western Cape.

The IGPBF was presented and endorsed by:

- The Premier's Coordinating Forum,
- The Provincial Top Management Team,
- The MinMay Tech,
- The Provincial IDP Manager's Forum,
- The Provincial Chief Finance's Forum,
- Provincial Joint Working Group, and
- The IDP Indaba Working Group

As a point of departure the IGPBF is conceptualized, developed and implemented from a holistic viewpoint that recognizes the intrinsic relationship between the plan, the strategy and the budget⁶. Its core pillars emanating from the latest thinking on municipal Integrated Development Planning are fourfold:

- *The IDP Indaba 1*: Encapsulating the notion of creating a platform for joint strategic priority setting.
- *The IDP Indaba 2*: Pursuing the implementation of IDP projects.
- *The LGMTEC 2*: Dealing with resource allocation for municipalities.
- *The LGMTEC 3/IDP/SDBIP Analysis*: Addressing the key question "what is the money buying?" and dealing with the overall quality of the IDP, its implementation, and responsiveness to community and government priority development issues.

The Intergovernmental Planning and Budgeting Framework crafts a new way of assessing IDPs in the province by making the following three key proposals:

- There will be a shift from the IDP assessment to the IDP analysis,
- The process of IDP analysis will be done on the adopted IDPs, and
- This analysis will be done centrally together with the analysis of draft budgets and Service Delivery Budget and Implementation Plans of municipalities.

⁵The Joint Working Group is a cabinet recognized structure between the Department of Local Government and the Provincial Treasury. This structure seeks to forge a joint manner that the two departments undertake in dealing with municipalities in the province.

⁶Details regarding the Framework can be obtained from the IDP Directorate in the Department of Local Government.

An outline of the annual IDP assessment process yearly cycle and the linkages it has to the IDP Indaba and LGMTEC Processes respectively are provided in Figure 9 below.

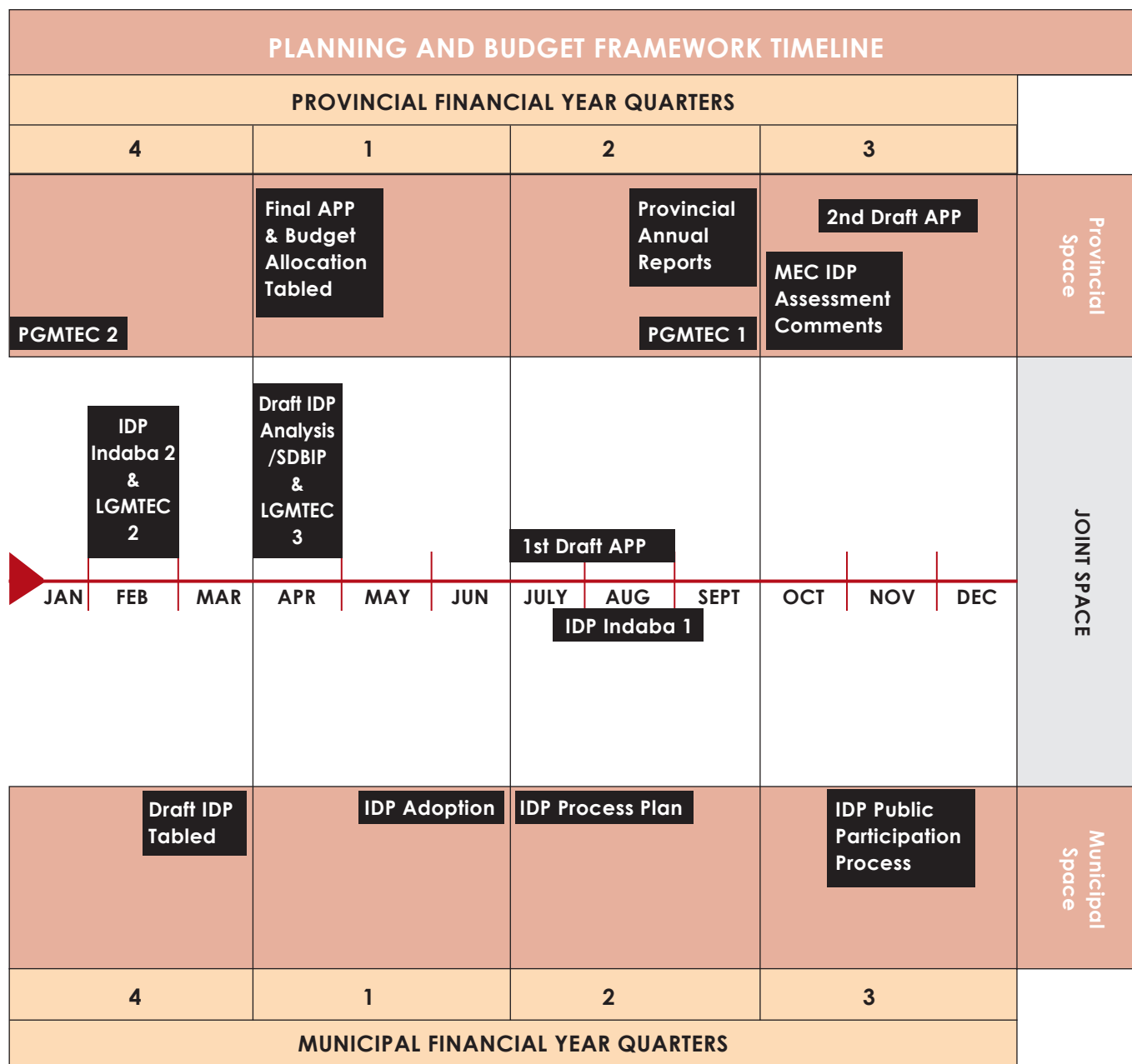


Figure 9: The Provincial Intergovernmental Planning and Budgeting Framework Timeline
 Source: Western Cape Government Department of Local Government, Directorate: Integrated Development Planning: 2011

3. The Provincial IDP Circular

The Department of Local Government has also introduced a series of IDP circulars to improve communication to municipalities on key IDP activities, processes and requirements from the province. The Department has already issued its first IDP Circular that seeks to emphasise the implementation of the IGPBF, especially key time frames. Municipalities have also been encouraged to link the Development of their Process Plans and their District Frameworks with the Circular and the IGPBF.

It is expected that this initiative will improve the assessment of IDPs in future and marks an important way forward for the province in this regard.

4. The Provincial IDP Analysis Framework

The Department of Local Government is currently in a process of developing IDP Guidelines and the Provincial IDP Analysis Framework. This process is aimed at addressing some of the challenges mentioned above, particularly the challenge dealing with the various and differing IDP assessment tools currently used by sector departments in the province. Furthermore, this Framework will bring the analysis of IDPs and budgets of municipalities closer.

5. Issues outside the sphere of influence of the Department

There are certain issues that municipalities raised during the IDP assessment that goes beyond the mandate of the IDP Assessment process. While little could be done about these issues during and past the assessment, it is important that these issues be raised due to their relevance and the fact that they represent municipal realities. These issues will be unpacked very briefly hereunder.

5.1 The MIG formula

Municipalities have repeatedly raised concerns about the current process of allocating infrastructure funds based on a formula that may be inaccurate. In most cases municipalities indicated that the manner in which this formula is used and the resultant financial allocations to municipalities stifles service delivery, leaving municipalities unable to address their backlogs. This concern is dire in municipalities that have very low revenue generation streams.

5.2 The RSC Levies

The scrapping of the RSC levies remains one of the major concerns raised by district municipalities. District municipalities have become more financially disempowered due to the scrapping of these levies.

5.3 The future role of District Municipalities

Most district municipalities remain uncertain about their future role. This uncertainty and silence on this topic has resulted in district municipalities raising concerns around their inability to craft meaningful strategic documents like the IDP if their role is as yet undefined. Furthermore, the extent to which some districts play their roles has become impaired and the passion with which they do this reduced.

5.4 Statistical data for planning

The current old statistical data that municipalities are expected to rely on for their planning has become a serious concern. This concern becomes even more significant seeing that some municipalities will have to develop their 3rd Generation of IDPs on data as old as 2001. New statistical data that will be produced through the 2011 census by STATSSA will be released too late for municipalities to incorporate into their new five year IDPs.

SECTION H: CONCLUSION

The Department of Local Government has made huge strides in the previous round of the IDP assessments. The participation of sector departments in the 2011/12 IDP assessment is unprecedented in the province. The support, dedication and understanding from sector departments during the IDP assessment is commendable.

It is worth noting that the Department has, for the first time, issued the MEC assessment letters that reflects comments of the entire province in the IDPs for the first time. Also, this is the first time that the Department of Local Government has managed to issue the MEC letters within two months of the completion of the assessment process.

This assessment process has set the tone and spirit that the Department wishes to continue and even improve upon in future assessment processes. The fact that this assessment took place in the last year of the 5 year IDP sets a very good basis for the Department to have a benchmark and closure of the 2nd Generation of IDPs in the province. Also, this assessment process, provides the Department with very clear areas of foci with which to advance the 3rd Generation IDPs. The Department has set a benchmark for IDP assessment in the province. The Department believes that this report has managed to provide an essence on pertinent issues on IDPs in the province.



Annexure A: Invitation Letter to Municipal Managers



DIRECTORATE INTEGRATED DEVELOPMENT PLANNING

Department of Local Government
PO Box X9076
Cape Town 8000
Tel: 021 483 2859
Fax: 021 483 4133
Email: Josiah.Lodi@pgwc.gov.za

REFERENCE:

ENQUIRIES: J Lodi

The Municipal Manager

INVITATION TO THE PROVINCIAL Integrated Development Planning (IDP) ASSESSMENT PROCESS

In the spirit of co-operative governance entrenched in Section 41 of the Constitution, 1996 (No. 108 of 1996) and Section 27 of the Municipal Systems Act, 2000 (Act No. 32 of 2000), the Provincial IDP Assessment process for the 2011/2012 financial year will be rolled out at a District level and include key officials from provincial and national departments as well as senior officials from municipalities.

The Department invites all Western Cape municipalities to participate in the IDP Assessment process during June 2011. It is recommended that the Municipal Manager, the CFO, IDP Manager, Head of the Disaster Management Centre in the District and any other key municipal officials attend the assessment engagement sessions.

In preparation for the IDP Assessments, your municipality will be provided with a preliminary Provincial Assessment report to prepare for the on-site assessments. The assessment process mentioned above is envisaged to enrich your municipal IDP preparation process for 2011 – 2016 by providing formal feedback from the Minister of Local Government.

Please note the proposed date for the on-site assessment for the West Coast District is 02 June 2011 as discussed with your IDP Manager at the IDP Managers Forum that took place on 30 March – 01 April 2011. We trust that the agreements reached at the mentioned Forum were communicated to you accordingly by your IDP Manager.

Your continued cooperation in this regard is appreciated.

Kind Regards

HEAD OF DEPARTMENT

DATE:



Annexure B: The IDP Assessment Instruments

IDP:LED ASSESSMENT CRITERIA

BASE	INDICATOR	MEASURE
Clear 'long term' economic logic	Local Economic Development Planning	<ul style="list-style-type: none"> - Are there specific priorities, and goals/ objectives for econ growth and development? - Job Creation/unemployment reduction - Broaden economic participation - Do these priorities have a clear, simple strategy identified to deliver on LED? - Are LED plans reflected in accordance with this approach? Poverty Allev vs. Econ stimulus
	Identified economic sectors (i.e. industry sector plans) for growth and development	<ul style="list-style-type: none"> - Have priority sectors been identified? - Do plans reflect why &/or how they have been selected? (MEDS, Community needs identified, etc.) - Have interventions been identified for supporting development within these sectors? Are interventions (e.g. BEE, Skills Dev, and Enterprise Dev) linked to sector plans?
	Spatial economic planning and development	<ul style="list-style-type: none"> - Have sector plans been developed based on (a) sector competitive advantage; (b) the spatial location of sector activity, (c) resource allocation? - Have economic development priorities or plans been spatially defined i.e. - Are they linked to identified specific wards /towns? - Are plans linked to broader plans within SDF?
Clear steps to "create the enabling environment for enterprises/ businesses to flourish"	Support for new and existing enterprises	<p>Are plans identified that speak to the creation or support for the enabling environment for business? E.g. specific plans indicated for support and promotion of:</p> <ul style="list-style-type: none"> - Skills Development - Enterprise Development - Economic Empowerment (Local procurement, Preferential Procurement Policies, BEE Strategies, etc.)
	Improving the local investment climate	<ul style="list-style-type: none"> - Have any incentives been made available to attract investment into the municipal area? - Partnerships with private sector, community participation?
Infrastructure Investment in the economy	Provision of both hard and soft infrastructure	<ul style="list-style-type: none"> - Are plans identified that speak to the creation or support for big/hard infrastructure investment? If so, are there economic development linkages? - What are types of physical infrastructure linkages listed: Transport, Energy, Water, Electricity, etc. (Type, size, location)
Institutional Capacity to drive ED process	Strategic location	Is LED prioritised in the organisational structure to effectively: develop and implement econ develop of the local economy?
Clear implementation focus		<ul style="list-style-type: none"> - Do implementation plans have a clear linkage with the LED strategy in the IDP? - Is budget attached to projects and plans? - Are there clear time frames indicated for delivery on projects? - Has delivery on priorities been sequenced to ensure steady and sustainable progress? - Are any performance measures indicated? - Are there any LED issues that this current version of the LED strategy needs to take into account in future/that is not reflected?



Cooperative Governance & Traditional Affairs

Department:
Cooperative Governance and Traditional Affairs
REPUBLIC OF SOUTH AFRICA

Municipality Name:

A Credible IDP Analysis Framework 2010

Introduction

This Analysis Framework is intended to serve as a tool to guide the crafting, design, improvement and analysis of a credible IDP. Core criteria to demonstrate municipal strategy, vision and compliance with both legislative and policy intent have been crafted to assist the joint planning and analysis process. This Framework is not intended to serve the purpose of a performance measurement tool, but rather as a tool or guide for differential and simplified IDPs.

Key Focal Areas

1. Spatial Considerations
2. Service Delivery and Infrastructure Planning
3. Financial Planning and Budgets
4. LED
5. Good Governance: Public Participation, labour, IGR, etc.
6. Institutional Arrangements

A Credible IDP

The Integrated Development Plan must therefore both comply with relevant legislation (see Appendix B) and convey the following:

1. Compliance and adherence to constitutional and policy mandate for developmental local government.
2. Awareness by municipality of its role and place in the regional provincial and national context and economy. The Municipality must also show how it would contribute to the fight against poverty, the creation of jobs and improving the quality of lives of its citizens.
3. Awareness by municipality of its own intrinsic characteristics and criteria for success.
4. Comprehensive description of the area – the environment and its spatial characteristics including backlogs.
5. A clear strategy, based on local developmental needs on a ward-by-ward basis. The IDP must not be a 'wish-list' but subjected to the realities of what can be delivered by the budget over the three to five year horizons.
6. Insights into the trade-offs and commitments that are being made re: economic choices, establishment of SHS, integrated service delivery, etc.
7. The key deliverables for the next 5 years.
8. Clear measurable budget and implementation plans aligned to the SDBIP.
9. A monitoring system (OPMS).
10. Determines capacity of municipality.
11. Communication, participatory and decision-making mechanisms.
12. The degree of intergovernmental action and alignment to government wide priorities.
13. Reporting timeframes and the regulatory periods for reporting.
14. Alignment with, and indication of, an aligned organogram.
15. Alignment between the SDBIP and the performance contracts of section 57 managers.

A Credible IDP Analysis Framework 2010

KPA 1: Spatial Considerations

The understanding of the economic, physical and social space that the municipality inhabits is the most critical starting point for a credible IDP.

For additional reference, some core evaluative criteria for Spatial Development Frameworks may include the following:

- MSA Regulations – assess contents of SDF in terms of the MSA Regulations.
- SDFs should reflect principles of the NSDP and PGDS at district and local levels.
- Does the SDF reflect adequate research into regional natural, demographic realities, the potential for economic activity and advancing Sustainable Human Settlements?
- Does the SDF provide a basis for the Land Use Management System and an implementation plan?
- Are Infrastructure Projects, including those for Service Delivery, planned on the basis of the SDF?
- Spatial development analysis must also be targeted to the needs of communities and reflect these needs on a ward-by-ward basis.

Note:

- For B3 – B4 municipalities:
 - The District SDF should be adopted by the Local Municipality.
 - Spatial Considerations should be considered but will not determine the municipalities ranking.
- For B1, B2, C1, C2 and metros:

All spatial considerations must be considered in detail.

A Credible IDP Analysis Framework 2010

Evidential Criteria / KPIs	Applicable to	Y/N	Comments and Improvement Measure	Who will assist the Municipality?	By when?	Comments expected from Names of officials needs to be added
2. Service Delivery and Infrastructure Planning						
2.1: General Questions						
- Has a holistic and comprehensive (all sectors) infrastructure delivery plan been developed to indicate institutional requirements and financial viability of service delivery?						
- To what extent does the Comprehensive Infrastructure Plan inform the above delivery plan?						
- Does the integrated development plan make provision for infrastructure reticulation and bulk infrastructure for water and sanitation?						
a) Infrastructure Investment Planning (IIP) - has the municipality undertaken medium term IIP (3-5 year minimum) to determine affordable and sustainable multi-year infrastructure targets and the capital and operating expenditure to meet those targets?						
b) Does investment planning utilize the MIG grant over the next MTEF?						
c) Is there indication of own revenue usage for infrastructure?						

A Credible IDP Analysis Framework 2010

Evidential Criteria / KPIs	Applicable to	Y/N	Comments and Improvement Measure	Who will assist the Municipality?	By when?	Comments expected from Names of officials needs to be added
2. Service Delivery and Infrastructure Planning						
d) Are other vehicles being used to aid investment in infrastructure? (e.g. private / public sector partnerships)						
e) Other revenue sources (if applicable)?						
2.2 Water						
<ul style="list-style-type: none"> • Is the WSDP <ul style="list-style-type: none"> a) Adopted ? b) has it been reviewed in the last year? 						
<ul style="list-style-type: none"> • Do the IDP reflect knowledge, implementation, strategies and target programmes w.r.t. <ul style="list-style-type: none"> a) Backlogs b) Basic services provision c) Free basic water d) Higher levels of service requirements e) Associated services eg. Schools and clinics f) Water for growth and development. 						
<ul style="list-style-type: none"> • Did the IDP integrate other sector programme's water requirements and specially address the impact on water planning? <ul style="list-style-type: none"> a) Housing b) Agriculture c) Mining d) Tourism e) Public Works programmes 						

A Credible IDP Analysis Framework 2010

Evidential Criteria / KPIs	Applicable to	Y/N	Comments and Improvement Measure	Who will assist the Municipality?	By when?	Comments expected from Names of officials needs to be added
2. Service Delivery and Infrastructure Planning						
- Did the IDP provide a proper project list that addresses all the needs as identified in the future plans and implementation strategies?						
- Are there approved budgets in the MTEF allocations for all these projects?						
- Is there a plan and budget for Operations and Maintenance for Water services and infrastructure?						
- Is the water services programme financially viable w.r.t. cost recovery, metering and billing with an associated budget that is ring fenced?						
• Does the IDP address water resources development w.r.t. demand management, water balance issues and ecological reserve?						
• Are there specific references to the status of all contracting and licensing issues?						
• Does the IDP reflect the status of water quality monitoring w.r.t. drinking water quality, water resources quality and WWTW releases?						

Appendix A: Processes supporting the crafting of a credible IDP:

1. The conduct of intergovernmental relations

The IGRF Act requires that there are provincial and district intergovernmental forums to promote and facilitate IGR between provinces, local government and district and local municipalities.

The Forums must provide the enabling platform for liaison and decision-making for effective intergovernmental planning.

2. Cooperative governance

The MSA (s3) defines how local government must develop cooperative approaches to governing, resource sharing and solving of disputes within the context of IGR. It is important there is a commitment to these principles in implementing the the IDP.

3. The role of sector departments

The role of sector departments in local delivery must be clearly articulated. This input should come from both national and provincial sector departments. It must reflect awareness by sectors of the strategic focus of the IDP, and the steps taken to support the meeting of targets, or the plan to do so in future.

4. Institutional

Project Consolidate (Use new term as PC no longer exists) intervention areas and Municipal Action Plans (MAPs) should be incorporated into the IDP project plans. Izimbizo issues should have been addressed, as well as issues identified in the 2005 IDP Hearings Reports.

4. Processes, tools and mechanisms

Successful implementation of the IDP relies upon effective IGR, procurement and production processes to deliver projects within timeframes that are sustainable and regionally integrated. It also requires the alignment of capacity and the municipality's organogram with the IDPs strategy and projects.

Appendix B: Supporting documentation for Assessment Teams

Legislation

The RSA Constitution
Municipal Systems Act
Municipal Structures Act
Municipal Public Finance Management Act
Intergovernmental Relations Framework Act
Property Rates Act
Regulations, standards and processes as set out in sector legislation

Policy Documents

MIG Policy
NSDP
PGDS guidelines
PGDS's
Government annual MTSF
State of the Nation Address

Other

Izimbizo Reports
IDPH Panel Reports
National Skills Development Strategy
National LED Framework
Sample of sector strategies
EPWP Guidelines
Asgi-SA presentation
MEDS Strategy W Cape
Provincial organograms
Media articles

Appendix B: Supporting documentation for Assessment Teams

Glossary of Terms

ABP: Area Based Plan

BBBEE: Broad-Based Black Economic Empowerment

DPW: Department of Public Works

DM: District Municipality

DEAT: Department of Environmental Affairs and Tourism

DLG: Provincial Department of Local Government

DME: Department of Minerals and Energy

DoT: Department of Transport

DPLG or the DPLG: Department of Provincial and Local Government

DTI or the DTI: Department of Trade and Industry

DWAF: Department of Water Affairs and Forestry

EPWP: Expanded Public Works Programme

ES: Equitable Share

FBS: Free Basic Services

GIS: Geographic Information System

IDP: Integrated Development Plan

IGR: Intergovernmental Relations

ITP: Integrated Transport Plans

KPA: Key Performance Area

KPI: Key Performance Indicator

MFMA: Municipal Finance Management Act, Act 56 of 2003

MIG: Municipal Infrastructure Grant

MSA: Municipal Systems Act, Act 32 of 2000

NSDP: National Spatial Development Perspective

OPMS: Organisational Performance Management System

OTP: Office of the Premier

PGDS: Provincial Growth and Development Strategy

RF: Representative Forum

SDBIP: Service Delivery Budget Implementation Plan

SDF: Spatial Development Framework

SMP: Sector Master Plans

WSDP: Water Services Development Plan



environmental affairs

Department:
Environmental Affairs
REPUBLIC OF SOUTH AFRICA

DEA: Contact Person: NELISA NAMA Tel 022 433 8530 Fax 022 433 8484 Email nnama@environment.gov.za

IDP ANALYSIS:

Name of Municipality :

Overall Score :

ENVIRONMENTAL ASPECT	OBSERVATION FROM IDP			IMPROVEMENT MEASURE	IMPLEMENTING AGENT/or OVERSIGHT
	Quantitative Evaluation		Qualitative Evaluation		
	Yes	No			
Analysis of the Natural Environment including threats and assets					
Is there a summarised analysis of the natural environment (geomorphology, climate, biodiversity, water sources and heritage) including assets and threats?					
Are environmental considerations included in the list of priority issues?					
Does the IDP contain specific strategies to address environmental challenges as identified in the situational analysis?					
Is there an indication of how the municipality intends to use and protect its natural resources and heritage as its comparative and competitive advantage?					

ENVIRONMENTAL ASPECT	OBSERVATION FROM IDP			IMPROVEMENT MEASURE	IMPLEMENTING AGENT/or OVERSIGHT
	Quantitative Evaluation		Qualitative Evaluation		
	Yes	No			
Environmental Governance					
Does the IDP indicate the existence of the established and functional structure to facilitate public participation and engagement around environmental management and planning?					
Are there mechanisms to capacitate local communities on environmental issues (awareness campaign, access to environmental information and celebration of environment days)?					
Are there projects aimed at environmental protection and quality (protection of indigenous plants, wetlands, water; and promotion of recycling and reuse of materials)?					
Does the IDP reflect the existence of environmental policy and or by-laws within the municipality?					
Does the municipality have the capacity to enforce its environmental policies and by-laws?					
Is there a mechanism to ensure environment accountability and reporting?					

ENVIRONMENTAL ASPECT	OBSERVATION FROM IDP			IMPROVEMENT MEASURE	IMPLEMENTING AGENT/or OVERSIGHT
	Quantitative Evaluation		Qualitative Evaluation		
	Yes	No			
Policy and other Legislative requirements (Applicable to Municipalities) <i>(Refer to IDP toolkit framework, the legislative requirements) Environmental Planning Tools and other requirements</i>					
Is the SDF, as a core component of IDP into section 26(e) of MSA, included in the IDP?					
Was the SEA conducted and EMF developed to contribute to the development of the SDF?					
Is there a link between the SDF and the Provincial Spatial Development Framework (PSDF) or Provincial Spatial and Economic Strategy (PSEDS)?					
Does the SDF make provisions for basic guidelines for the land use management system of the municipality?					
Are the threatened ecosystems, ecological corridors and other special biodiversity features such as wetlands and ridges given appropriate status in the SDF?					
Is there an indication of the capital projects that will require environmental authorisation to comply with an EIA process?					

ENVIRONMENTAL ASPECT	OBSERVATION FROM IDP			IMPROVEMENT MEASURE	IMPLEMENTING AGENT/or OVERSIGHT
	Quantitative Evaluation		Qualitative Evaluation		
	Yes	No			
Policy and other Legislative requirements (Applicable to Municipalities) (Refer to IDP toolkit framework, the legislative requirements) Environmental Planning Tools and other requirements					
Is there an indication of internal capacity to deal with EIA process (Organisational structure)					
Does the IDP make reference to its air quality management plan as contemplated in section 15(2) of the NEMA: Air Quality Act 39 of 2004					
Environmental Protocols / Strategic Guidelines					
Is there evidence indicating an attempt to develop environment planning tools such as SEOR, EMFs and associated EMPs?					
Is the IDP supported or make reference to Integrated Waste Management Plan and or System?					
Environmental Information Management Strategies					
Other relevant environmental information					

ENVIRONMENTAL ASPECT	OBSERVATION FROM IDP			IMPROVEMENT MEASURE	IMPLEMENTING AGENT/or OVERSIGHT
	Quantitative Evaluation		Qualitative Evaluation		
	Yes	No			
National Local Government Interventions					
Does the IDP reflect SRPP support (financial and human resources)?					
Provincial Local Government Interventions					
Projects					
Capacity building Initiatives					
EIP					
Other					
General					
Have Sustainable Development (SD) principles been incorporated in the entire IDP?		=	P		

Additional comments: _____

Rating Scorecard

1	Poor (<45%)	
2	Average (+45 – 55%)	
3	Good (+55 – 65%)	
4	Very Good (+65 – 75%)	
5	Excellent (+75%)	

**Western Cape Environmental Sector IDP Credibility & Analysis Framework 2011:
Analysis of the Municipality's IDP**



This framework is based on the IDP Analysis Framework developed by the National Department of Cooperative Governance and Traditional Affairs ("CoGTA"), the *Environmental Sector IDP Assessment Template* developed by the National Department of Environmental Affairs ("DEA"), the guidance given by the Western Cape Department of Local Government ("DoLG"), the legislative and policy framework for Integrated Development Planning, and the work undertaken as part of the Western Cape's *Built Environment Support Programme* ("BESP").

Outcomes Oriented: Municipalities' Environmental and Sustainability Mandate

Developing a credible Integrated Development Plan ("IDP") is not a simple task and in this regard one must agree with Harrison (2008: 322)⁷ when he states that "...*Integrated Development Planning is a complex, ongoing, interactional process in which capacities for decision-making, joint action and coordinated implementation are built over time, and in which there are multiple intervening variables*", and when he quotes from Innes and Booher (2002: 10) that "*most planning issues involves wicked problems embedded in systems that are characterised by fragmentation, uncertainty and complexity*". While uncertainty is inherent to all planning, the specific outcomes to be achieved by Integrated Development Planning in South Africa are not uncertain. The outcomes to be achieved are provided by the policy and legislative framework.

"If you don't know where you are going, you will probably end up somewhere else." (Lawrence J. Peter)

"There is nothing so useless as doing efficiently that which should not be done at all." (Peter F. Drucker)

In line with government's new outcomes approach, it is therefore important to distil from the policy and legislative framework what exactly the outcomes are that must be achieved by Integrated Development Planning in South Africa.

The Local Government: Municipal Systems Act (Act No. 32 of 2000) ("MSA") makes it clear that the intention is to "*build local government into an efficient, frontline development agency capable of integrating the activities of all spheres of government for the overall social and economic upliftment of communities in harmony with their local natural environment*"⁸. Significantly the MSA defined "development" as "*sustainable development and includes integrated social, economic, environmental, spatial, infrastructural, institutional, organisational and human resources upliftment of a community aimed at - (a) improving the quality of life of its members with specific reference to the poor and other disadvantaged sections of the community; and (b) ensuring that development serves present and future generations*"⁹.

In terms of the MSA the council of a municipality has the duty to "*exercise the municipality's executive and legislative authority and use the resources of the municipality in the best interests of the local community*"¹⁰, with the municipal administrators to respond "*to the needs of the local community*", with the council to "*promote a safe and healthy environment in the municipality*" and to contribute, together with other organs of state, to the progressive realisation of the fundamental rights contained in the Constitution including the Environmental Right contained in section 24 of the Constitution¹¹.

In terms of the MSA the council further has the duty to "*strive to ensure that municipal services are provided to the local community in a financially and environmentally sustainable manner*"¹², with the MSA defining "environmentally sustainable" as "*in relation to the provision of a municipal service, means the provision of a municipal service in a manner aimed at ensuring that - (a) the risk of harm to the environment and to human health and safety is minimised to the extent reasonably possible under the circumstances; (b) the potential benefits to the environment and to human health and safety are maximised to the extent reasonably possible under the circumstances; and (c) legislation intended to protect the environment and human health and safety is complied with*".

⁷ Harrison, P. (2008) The Origins of Outcomes of South Africa's Integrated Development Plans, Chapter 14 in: Mirjam van Donk, Mark Swilling, Edgar Pieterse and Susan Parnell (eds) (2008) Consolidating Developmental Local Government: Lessons from the South African Experience. Cape Town: UCT Press, pp.321-337.

⁸ The long title of the MSA refers.

⁹ Section 1 of the MSA refers.

¹⁰ Section 2 of the MSA refers.

¹¹ Section 4 of the MSA refers.

¹² Section 4 of the MSA refers.

The MSA also makes it clear that *“a fundamental aspect of the new local government system is the active engagement of communities in the affairs of municipalities of which they are an integral part, and in particular in planning, service delivery and performance management”*¹³, with municipalities tasked with the duty to develop a *“culture of municipal governance that complements formal representative government with a system of participatory governance”* and to encourage the local community to *“participate in the preparation, implementation and review”*¹⁴ of the Municipal IDP.

The MSA also specifies that municipal planning must be *“developmentally oriented”*¹⁵ to ensure that municipalities achieve the objectives of local government, give effect to the developmental duties of municipalities and contribute to the progressive realisation of the fundamental rights contained in the Constitution. In the description of the objectives of *“developmentally oriented”* municipal planning the MSA also refers to the principles contained in the Development Facilitation Act (Act No. 67 of 1995) (*“DFA”*), which include the need to promote *“the establishment of viable communities”*, the *“sustained protection of the environment”* and development that *“meet the basic needs of all citizens”*, while discouraging urban sprawl, contributing to more compact towns and cities and the correction of the *“historically distorted spatial patterns of settlement”*, and encouraging *“environmentally sustainable land development practices and processes”*. Importantly the Local Government: Municipal Planning and Performance Management Regulations (*“IDP Regulations”*) which were promulgated in terms of Chapter 12 of the MSA (GN No. R. 796 in Government Gazette No. 22605 of 24 August 2001 refer) state that a *“spatial development framework reflected in a municipality’s integrated development plan must”* *“give effect to the principles contained in Chapter 1 of the Development Facilitation Act, 1995 (Act No. 67 of 1995)”*¹⁶.

According to the MSA an IDP adopted by the municipal council is *“the principal strategic planning instrument which guides and informs all planning and development, and all decisions with regard to planning, management and development, in the municipality”*, with the plan to consist of *“a single, inclusive, strategic plan for the [sustainable] development of the municipality”* which *“links, integrates and co-ordinates plans and takes into account proposals for the development of the municipality”*, *“aligns the resources and capacity of the municipality with the implementation of the plan”* and *“is compatible with national and provincial development plans and planning requirements binding on the municipality”*¹⁷.

The MSA also specifies that a municipality’s IDP must reflect the municipality’s *“vision for the long term [sustainable] development of the municipality”*, [sustainable] *“development priorities and objectives”* and must include *“an assessment of the existing level of development in the municipality”*, the municipality’s *“local economic development aims”*, *“development strategies”*, *“a spatial development framework which must include the provision of basic guidelines for a land use management system for the municipality”* and *“key performance indicators and performance targets”*¹⁸.

The IDP Regulations provide further detail on what must be included in a municipality’s IDP, specifies that:

“A spatial development framework reflected in a municipality’s integrated development plan must –

- (a) give effect to the principles contained in Chapter 1 of the Development Facilitation Act, 1995 (Act No. 67 of 1995);*
- (b) set out objectives that reflect the desired spatial form of the municipality;*
- (c) contain strategies and policies regarding the manner in which to achieve the objectives referred to in paragraph (b), which strategies and policies must –*

¹³ The Preamble of the MSA refers.

¹⁴ Section 16 of the MSA refers.

¹⁵ Section 23 of the MSA refers.

¹⁶ Regulation 2(4) refers.

¹⁷ Section 35 of the MSA refers.

¹⁸ Section 26 of the MSA refers.

- (i) indicate desired patterns of land use within the municipality;
 - (ii) address the spatial reconstruction of the municipality; and
 - (iii) provide strategic guidance in respect of the location and nature of development within the municipality;
- (d) set out basic guidelines for a land use management system in the municipality;
- (e) set out a capital investment framework for the municipality's development programs;
- (f) contain a strategic assessment of the environmental impact of the spatial development framework;
- (g) identify programs and projects for the development of land within the municipality;
- (h) be aligned with the spatial development frameworks reflected in the integrated development plans of neighbouring municipalities; and
- (i) provide a visual representation of the desired spatial form of the municipality, which representation -
- (i) must indicate where public and private land development and infrastructure investment should take place;
 - (ii) must indicate desired or undesired utilisation of space in a particular area;
 - (iii) may delineate the urban edge;
 - (iv) must identify areas where strategic intervention is required; and
 - (v) must indicate areas where priority spending is required."¹⁹

The National Environmental Management Act, 1998 (Act No. 107 of 1998) ("NEMA") also calls for municipal planning to give due consideration to environmental and sustainability considerations:

"Each provincial government must ensure that-

- (a) the relevant provincial environmental implementation plan is complied with by each municipality within its province and for this purpose the provisions of subsections (2) and (3) must apply with the necessary changes; and
- (b) municipalities adhere to the relevant environmental implementation and management plans, and the principles contained in section 2 in the preparation of any policy, programme or plan, including the establishment of integrated development plans and land development objectives."²⁰

The Western Cape Department of Environmental Affairs and Development Planning: Second Edition Environmental Implementation Plan was published on 20 August 2010²¹.

The principles contained in section 2 of NEMA read:

- "(1) The principles set out in this section apply throughout the Republic to the actions of all organs of state that may significantly affect the environment and -*
- (a) shall apply alongside all other appropriate and relevant considerations, including the State's responsibility to respect, protect, promote and fulfil the social and economic rights in Chapter 2 of the Constitution and in particular the basic needs of categories of persons disadvantaged by unfair discrimination;
 - (b) serve as the general framework within which environmental management and implementation plans must be formulated;

¹⁹ Regulation 2(4) refers.

²⁰ Section 16(4) of NEMA refers.

²¹ Provincial Gazette No. 6779 of 20 August 2010 refers.

- (c) *serve as guidelines by reference to which any organ of state must exercise any function when taking any decision in terms of this Act or any statutory provision concerning the protection of the environment;*
 - (d) *serve as principles by reference to which a conciliator appointed under this Act must make recommendations; and*
 - (e) *guide the interpretation, administration and implementation of this Act, and any other law concerned with the protection or management of the environment.*
- (2) *Environmental management must place people and their needs at the forefront of its concern, and serve their physical, psychological, developmental, cultural and social interests equitably.*
- (3) *Development must be socially, environmentally and economically sustainable.*
- (4) (a) *Sustainable development requires the consideration of all relevant factors including the following:*
- (i) *That the disturbance of ecosystems and loss of biological diversity are avoided, or, where they cannot be altogether avoided, are minimised and remedied;*
 - (ii) *that pollution and degradation of the environment are avoided, or, where they cannot be altogether avoided, are minimised and remedied;*
 - (iii) *that the disturbance of landscapes and sites that constitute the nation's cultural heritage is avoided, or where it cannot be altogether avoided, is minimised and remedied;*
 - (iv) *that waste is avoided, or where it cannot be altogether avoided, minimised and reused or recycled where possible and otherwise disposed of in a responsible manner;*
 - (v) *that the use and exploitation of non-renewable natural resources is responsible and equitable, and takes into account the consequences of the depletion of the resource;*
 - (vi) *that the development, use and exploitation of renewable resources and the ecosystems of which they are part do not exceed the level beyond which their integrity is jeopardised;*
 - (vii) *that a risk-averse and cautious approach is applied, which takes into account the limits of current knowledge about the consequences of decisions and actions; and*
 - (viii) *that negative impacts on the environment and on people's environmental rights be anticipated and prevented, and where they cannot be altogether prevented, are minimised and remedied.*
- (b) *Environmental management must be integrated, acknowledging that all elements of the environment are linked and interrelated, and it must take into account the effects of decisions on all aspects of the environment and all people in the environment by pursuing the selection of the best practicable environmental option.*
- (c) *Environmental justice must be pursued so that adverse environmental impacts shall not be distributed in such a manner as to unfairly discriminate against any person, particularly vulnerable and disadvantaged persons.*

- (d) *Equitable access to environmental resources, benefits and services to meet basic human needs and ensure human wellbeing must be pursued and special measures may be taken to ensure access thereto by categories of persons disadvantaged by unfair discrimination.*
- (e) *Responsibility for the environmental health and safety consequences of a policy, programme, project, product, process, service or activity exists throughout its life cycle.*
- (f) *The participation of all interested and affected parties in environmental governance must be promoted, and all people must have the opportunity to develop the understanding, skills and capacity necessary for achieving equitable and effective participation, and participation by vulnerable and disadvantaged persons must be ensured.*
- (g) *Decisions must take into account the interests, needs and values of all interested and affected parties, and this includes recognising all forms of knowledge, including traditional and ordinary knowledge.*
- (h) *Community wellbeing and empowerment must be promoted through environmental education, the raising of environmental awareness, the sharing of knowledge and experience and other appropriate means.*
- (i) *The social, economic and environmental impacts of activities, including disadvantages and benefits, must be considered, assessed and evaluated, and decisions must be appropriate in the light of such consideration and assessment.*
- (j) *The right of workers to refuse work that is harmful to human health or the environment and to be informed of dangers must be respected and protected.*
- (k) *Decisions must be taken in an open and transparent manner, and access to information must be provided in accordance with the law.*
- (l) *There must be intergovernmental coordination and harmonisation of policies, legislation and actions relating to the environment.*
- (m) *Actual or potential conflicts of interest between organs of state should be resolved through conflict resolution procedures.*
- (n) *Global and international responsibilities relating to the environment must be discharged in the national interest.*
- (o) *The environment is held in public trust for the people, the beneficial use of environmental resources must serve the public interest and the environment must be protected as the people's common heritage.*
- (p) *The costs of remedying pollution, environmental degradation and consequent adverse health effects and of preventing, controlling or minimising further pollution, environmental damage or adverse health effects must be paid for by those responsible for harming the environment.*
- (q) *The vital role of women and youth in environmental management and development must be recognised and their full participation therein must be promoted.*
- (r) *Sensitive, vulnerable, highly dynamic or stressed ecosystems, such as coastal shores, estuaries, wetlands, and similar systems require specific attention in management and planning procedures, especially where they are subject to significant human resource usage and development pressure."*

The National Environmental Management: Air Quality Act, 2004 (Act No. 39 of 2004) ("NEM: AQA") in turn requires of every Municipality to "include in its integrated development plan contemplated in Chapter 5 of the Municipal Systems Act, an air quality management plan."²² The NEM: AQA also prescribed the content requirements of an air quality management plan.

The National Environmental Management: Integrated Coastal Management Act, 2008 (Act No. 24 of 2008) ("NEM: ICMA") also requires of each municipality to "ensure that its integrated development plan (including its spatial development framework) is consistent with statutory plans adopted by either or a provincial organ of state"²³, with coastal municipalities to "prepare and adopt a municipal coastal management programme for managing the coastal zone or specific parts of the coastal zone in the municipality" and may do so "as part of an integrated development plan and spatial development framework in accordance with the Municipal Systems Act"²⁴. The NEM: ICMA also prescribes the content requirements of a coastal management programme.

The National Environmental Management: Waste Act, 2008 (Act No. 59 of 2008) ("NEM: WA") further requires of each Municipality to compile an integrated waste management plan and to "include the approved integrated waste management plan in its integrated development plan contemplated in Chapter 5 of the Municipal Systems Act."²⁵ The NEM: WA also prescribed the content requirements of an integrated waste management plan.

From the above it is clear that Municipalities must address environmental and sustainability considerations in the performance of their local government functions and specifically when doing municipal planning.

In addition to having to address legislative requirements, policy coherence is also called for, with the three spheres of government to ensure that their strategies are aligned and complementary. Below is the 12 key National Development Outcomes for South Africa:

1. *Improved quality of basic education;*
2. *A long and healthy life for all South Africans;*
3. *All people in South Africa are and feel safe;*
4. *Decent employment through inclusive economic growth;*
5. *A skilled and capable workforce to support an inclusive growth path;*
6. *An efficient, competitive and responsive economic infrastructure network;*
7. *Vibrant, equitable and sustainable rural communities with food security for all;*
8. *Sustainable human settlements and improved quality of household life;*
9. *A responsive, accountable, effective and efficient local government system;*
10. *Environmental assets and natural resources that are well protected and continually enhanced;*
11. *Create a better South Africa and contribute to a better and safer Africa and world;*
12. *An efficient, effective and development oriented public service and an empowered, fair and inclusive citizenship.*

²² Section 15 of the NEM: AQA refers.

²³ Section 52(4) of the NEM: ICMA refers.

²⁴ Section 48 of the NEM: ICMA refers.

²⁵ Section 11(4) of the NEM: Waste Act refers.

Below is the 12 Provincial Strategic Objectives for the Western Cape²⁶:

1. *creating opportunities for growth and jobs*
2. *improving education outcomes*
3. *increasing access to safe and efficient transport*
4. *increasing wellness*
5. *increasing safety*
6. *developing integrated and sustainable human settlements*
7. *mainstreaming sustainability and optimising resource-use efficiency*
8. *increasing social cohesion*
9. *reducing poverty*
10. *integrating service delivery for maximum impact*
11. *creating opportunities for growth and development in rural areas*
12. *building the best-run regional government in the world*

With Municipalities being the “frontline development agency capable of integrating the activities of all spheres of government”²⁷, Municipalities have a key role to play in the achievement of the abovementioned outcomes and objectives.

Aligned and Complementary Planning and Joint Implementation

In terms of the requirement for alignment of National, Provincial and Municipal plans, the MSA states that the “*planning undertaken by a municipality must be aligned with, and complement, the development plans and strategies of other affected municipalities and other organs of state so as to give effect to the principles of co-operative government contained in section 41 of the Constitution.*”²⁸ The MSA further makes it clear that the MEC for local government may facilitate the co-ordination and alignment of Integrated Development Plans (and by implication Spatial Development Frameworks [SDFs]) (including those of a District Municipality and the Local Municipalities within its area) with the plans, strategies and programmes of national and provincial organs of state.²⁹ The MSA then calls on the MEC to evaluate the alignment of the IDP and allows for the MEC to forward a request to any Municipality to adjust its Integrated Development Plan in order to align with the plans of another Municipality or organ of state³⁰. The MSA then makes provision for the MEC, in terms of Provincial Government's responsibility to monitor and support Local Government, to refer a Municipality's objection to the MEC's request for alignment, to an ad hoc committee consisting of members representing local government, the provincial government and the national government, to decide on the objection, and if the committee rejects the Municipality's objection, the Municipality must comply with the MEC's request for alignment.³¹

²⁶ PGWC (2010) The Western Cape's Draft Strategic Plan: Delivering the Open Opportunity Society For All. Provincial Government of the Western Cape.

²⁷ From the long title of the MSA.

²⁸ Section 24(1) of the MSA refers.

²⁹ Section 31 of the MSA refers.

³⁰ Section 31 of the MSA refers.

³¹ Sections 32 and 33 of the MSA refer.

Adequate alignment has been an on-going challenge. The initial Municipal IDPs and SDFs had to be drafted within the vacuum left by not having a National Spatial Development Perspective ("NSDP") or a Provincial Spatial Development Framework ("PSDF"), while Local Municipal IDPs had to be drafted within the vacuum left by not yet having District IDPs in place. Considering these challenges and the fact that the Provincial duty to monitor Municipalities is not divorced from the duty to provide support to Municipalities, Provincial Government has up until now always "signed-off" on all the Municipal IDPs and the MEC has never appointed an ad hoc committee to resolve non-alignment.

With the NSDP having been adopted by the National Cabinet in 2003 (with an updated version of the NSDP released in 2006) and the PSDF having been approved in terms of the Land Use Planning Ordinance, 1985 (Ordinance No. 15 of 1985) (LUPO) on 24 June 2009, proper alignment can no longer be postponed. It is also for this reason that the Built Environment Support Program ("BESP") was launched as a joint initiative by the then Department of Local Government and Housing and the Department of Environmental Affairs and Development Planning in order to, over and above the normal support provided to all the Municipalities of the Western Cape, provide focussed support to specific Municipalities in order to improve the credibility of their SDFs and Integrated Human Settlement Plans.

In order for Government to best serve its people and address the increasing needs of our people, the three spheres of government must heed their collective and shared Constitutional³² duty to co-operate with each another in order to maximise the impact of Government's limited resources. In terms of Government in general, and Local Government in particular, having to be "developmental" the Western Cape Growth and Development Strategy specifically calls on Government to create an enabling environment. In this regard aligned outcomes, strategies, programmes and plans play a key enabling role. The failure to strategically and pro-actively align National, Provincial and Municipal plans, strategies and programmes often results in the burden of having to address these differences, being unfairly shifted to the project level, at the point at which public sector and private developers apply for planning or environmental authorisation. Not only does this result in a lack of predictability for developers and unnecessary delays, but many of the strategic planning issues are not easily resolved when addressed reactively at the project-level. Our failure to work through the inherent conflicts that will arise and achieve alignment, ultimately translate into service delivery and development failures. Highlighting the specific aspects that needs to be addressed in order to achieve alignment is, however, only the beginning.

Credible IDPs calls for joint planning by all three spheres, but also joint implementation. When an IDP is assessed and shortcoming are highlighted, not only is it a reflection of the shortcomings in terms of the planning of all three spheres, it also highlights the joint action that is then required in order to move forward. The IDP assessment should be used to develop a programme of joint action by the three sphere of government for achieving aligned and complementary plans, strategies, programmes and projects in that specific Municipal area. Province is looking forward to working with and providing support to the Municipalities of the Western Cape in order to achieve credible IDPs, and as a result creating an enabling environment for improved service delivery and sustainable development in each Municipality and the Western Cape.

Environmental Sector IDP Credibility and Analysis Framework

Based on the IDP Analysis Framework developed by the National Department of Cooperative Governance and Traditional Affairs ("CoGTA"), the Environmental Sector IDP Assessment Template developed by the National Department of Environmental Affairs ("DEA"), the guidance given by the Western Cape Department of Local Government ("DoLG"), the legislative and policy framework for Integrated Development Planning, and the work undertaken as part of the Western Cape's Built Environment Support Programme ("BESP"), the following framework provides both a guideline to Municipalities in terms of what constitutes a credible IDP (and by implication also credible sector plans) in terms of environmental and sustainability considerations.

Based on the information contained in the 5-year IDP document, this year's IDP Review document and the relevant sector plans (if available), this framework was used to analyse the **Bitou Municipality's IDP**:

³² Chapter 3 refers.

2011 ANALYSIS OF THE BITOU MUNICIPALITY'S IDP

ENVIRONMENTAL ASPECT	OBSERVATION FROM IDP			IMPROVEMENT MEASURE	IMPLEMENTING AGENT/or OVERSIGHT	
	Quantitative Evaluation		Qualitative Evaluation			
	Yes	No				Partly
1. Spatial Planning (note: for more information on the analysis below contact Tania de Waal tel: 021-483 4360 & e-mail: Tania.DeWaal@pgwc.gov.za)						
1.1. Is the core spatial argument / logic aligned with the NSDP and the PSDF?			X	<ul style="list-style-type: none"> No explicit reference is made to the NSDP or PSDF in the IDP mother document or the IDP Review. However, nodal development is included as an objective in the mother document and speaks to the need to identify areas which could serve as future economic centres and to invest in these through future infrastructure development. 	<ul style="list-style-type: none"> The BESP will play a major role in reviewing the SDF and creating a sound sector plan. It is important that the relationship between this Department and the LA be worked on as reiterated in the forward by the Municipal Manager: <i>"Hopefully all the differences that previously existed with the provincial authorities pertaining to the SDF will be resolved."</i> Furthermore the Municipality still has an estimated R350 000 allocated by this Department for the aligning of the SDF with the PSDF. 	Municipality & DEA & DP
1.2. Is the spatial targeting and prioritisation of projects, programmes and strategies apparent?			X	<ul style="list-style-type: none"> The ward action plans includes a list of proposed projects, a priority rating, resource requirements, etc. However, these are not spatially reflected on a map, but this will be a simple and useful future exercise. 	<ul style="list-style-type: none"> It is hoped that these funds will be used to supplement the work that will be done through the BESP. 	
1.3. Is settlement restructuring prioritised in the IDP objectives and strategies?			X	<ul style="list-style-type: none"> Settlement restructuring is not implicitly prioritised in the IDP objectives. It is noted that the 'Coming Together Project' is mentioned in the IDP which entails the relocation of municipal offices to a centrally located site, which has been identified which is an example of an intervention to facilitate restructuring. 		

ENVIRONMENTAL ASPECT	OBSERVATION FROM IDP			IMPROVEMENT MEASURE	IMPLEMENTING AGENT/or OVERSIGHT
	Quantitative Evaluation		Qualitative Evaluation		
	Yes	No			
1.4. Is the planned expenditure per ward spatially reflected?		X		<ul style="list-style-type: none"> Planned expenditure per ward is not spatially reflected. 	
1.5. SDF: Is the Municipality part of the Built Environment Support Programme (BESP)?	X			<ul style="list-style-type: none"> Bitou Municipality forms part of Round 2 of the BESP. To date the gap analysis has been completed. The ToR for the filling of the gaps is currently being drafted and will be advertised in due course. 	
1.6. SDF: Is the intention of the Municipality w.r.t. the legislative process (MSA/ LUPO) indicated?	X			<ul style="list-style-type: none"> The SDF has been approved in terms of the MSA in December 2005. There is no intention of having the current SDF approved in terms of LUPO. 	
1.7. SDF: Is the current status of the SDF indicated? (Draft, Council approval, etc.)	X			<ul style="list-style-type: none"> The SDF has been approved in terms of the MSA in December 2005. 	
2. Waste Management (note: for more information on the analysis below contact Eddie Hanekom tel: 021-483 2728 & e-mail: Eddie.Hanekom@pgwc.gov.za)					
2.1. Does the IDP contain an Integrated Waste Management Plan (IWMP)?	?	?	?	DEA & DP's Waste Management component failed to timeously provide their comments on this IDP.	
2.2. Has the IWMP been adopted by the Council?	?	?	?		
2.3. Is the Municipal IWMP aligned with and did it adequately take into account the National, Provincial and the neighbouring Municipalities' IWMPs and applicable norms and standards?	?	?	?		

ENVIRONMENTAL ASPECT	OBSERVATION FROM IDP			IMPROVEMENT MEASURE	IMPLEMENTING AGENT/or OVERSIGHT
	Quantitative Evaluation		Qualitative Evaluation		
	Yes	No			
2.4. Does the IWMP meet the applicable content requirements in terms of the NEM: Waste Act? (Including: situation analysis; identify and addresses the negative impacts of poor waste management; provide for waste collection, minimisation, re-use, recycling and recovery targets and initiatives; the delivery of waste management services to residential premises; sets out the waste management priorities and objectives; addresses the planning of new facilities and the decommissioning of existing facilities; indicates the financial resources that are required to give effect to the IWMP.)	?	?	?		
2.5. Does the IDP address the development of by-laws to promoted integrated waste management?	?	?	?		
2.6. Have specific waste management projects been planned and budgeted for?	?	?	?		

ENVIRONMENTAL ASPECT	OBSERVATION FROM IDP			IMPROVEMENT MEASURE	IMPLEMENTING AGENT/or OVERSIGHT
	Quantitative Evaluation		Qualitative Evaluation		
	Yes	No			
2.7. Has the Municipality provided for adequate human resources to fulfil their waste management functions?	?	?	?		
3. Air Quality Management (note: for more information on the analysis below contact Kamaseelan Chetty tel: 021-483 2749 & e-mail: Kamaseelan.Chetty@pgwc.gov.za)					
3.1. Does the IDP contain an Air Quality Management Plan (AQMP)?		X		The National Environmental Management: Air Quality Act, 2004 (Act No. 39 of 2004) ("NEM: AQA") states that "Each Municipality must" include in its integrated development plan, contemplated in Chapter 5 of the Municipal Systems Act, an air quality management plan.	Municipality
3.2. Has the AQMP been adopted by the Council?		X		The AQMP is first to be finalised then it will be submitted to council for approval.	Municipality
3.3. Is the Municipal AQMP aligned with and did it adequately take into account the National, Provincial and neighbouring Municipalities' AQMPs and applicable ambient air quality and emission standards?		X			Municipality & DEA & DP

ENVIRONMENTAL ASPECT	OBSERVATION FROM IDP			IMPROVEMENT MEASURE	IMPLEMENTING AGENT/or OVERSIGHT
	Quantitative Evaluation		Qualitative Evaluation		
	Yes	No			
3.4. Does the AQMP meet the applicable content requirements in terms of the NEM: AQA? (Including: situation analysis; seek to improve air quality; identify and reduce the negative impact of poor air quality; address the effects of emissions from residential applications, industrial sources, or any point or non-point source; sets out the air quality management priorities and objectives; indicates the financial resources that are required to give effect to the AQMP.)		X		An AQMP review checklist has been developed by Province in order to effectively review the AQMP's that have been received. The review form consists of 6 sections namely 1) generic information, 2) AQM planning or preparatory phase, 3) status quo, 4) objectives and activities, 5) AQMP implementation and 6) monitoring and review and the AQMP's are evaluated according to these sections.	Municipality
3.5. Does the IDP address the development of by-laws to promote air quality management?		X	No Air Quality Management by-laws were mentioned in the IDP.	The development of a by-law can however be included in the AQMP process.	Municipality
3.6. Have air quality management projects been planned and budgeted for?		X	No Air Quality Management projects were mentioned in the IDP.	Provision for AQMP projects would need to be budgeted for in the next financial year.	Municipality
3.7. Has the Municipality provided for adequate human resources to fulfil their air quality management functions?		X		There is no mention of how the human resource capacity to provide the required AQM service would be developed by the Plettenberg Bay Local Municipality in its IDP.	Municipality

ENVIRONMENTAL ASPECT	OBSERVATION FROM IDP			IMPROVEMENT MEASURE	IMPLEMENTING AGENT/or OVERSIGHT	
	Quantitative Evaluation		Qualitative Evaluation			
	Yes	No				Partly
4. Coastal Management (note: for more information on the analysis below contact Zain Jumat tel: 021-483 2889 & e-mail: Zain.Jumat@pgwc.gov.za)						
4.1. Does the IDP contain a Coastal Management Programme (CMP)?		X		The IDP for the municipality was drafted before implementation of the National Environmental Management: Integrated Coastal Management Act (NEM: ICM Act), therefore no provision for the responsibilities assigned to municipalities by the NEM: ICM Act was made in the IDP.	Municipal coastal management programmes (Section 48 of NEM: ICM Act) – to be drafted by the coastal municipality; should include provision for review and updating (funds required in terms of drafting and adopting the programme).	Municipality & DEA & DP
4.2. Has the CMP been adopted by the Council?		X			See comment for 4.1.	
4.3. Is the Municipal CMP aligned with and did it adequately take into account the National, Provincial and the neighbouring Municipalities' CMPs and applicable management protocols?		X			See comment for 4.1.	

ENVIRONMENTAL ASPECT	OBSERVATION FROM IDP			IMPROVEMENT MEASURE	IMPLEMENTING AGENT/or OVERSIGHT
	Quantitative Evaluation		Qualitative Evaluation		
	Yes	No			
4.4. Does the CMP meet the applicable content requirements in terms of the NEM: ICMA? (Including: responsibilities with regard to coastal access land; coastal management vision, objectives, priorities and strategies to achieve the objectives including the need to address the high percentage of vacant plots and the low occupancy levels of residential dwellings, mixed cost housing and the needs of previously disadvantaged individuals, coastal erosion and accretion; performance indicators; description of specific areas that require special coastal management; indicates the financial resources that are required to give effect to the CMP.)		X		<p>See comment for 4.1.</p> <p>The following additional requirements also apply:</p> <p>Municipal Coastal Committees (Section 42) – Any municipality that has jurisdiction over any part of the coastal zone may establish a coastal committee (funds required in terms of management of this committee);</p> <p>Awareness-raising campaigns (Section 38[g] of the NEM: ICM Act) – Initiatives involving municipalities include International Coastal Cleanup, National Marine Week (funds required in terms of management of this committee) and should be included in the IDP;</p> <p>Delineation of all coastal boundaries eg. coastal access land and coastal setback lines (funds required for identification of coastal access land, signposting and maintaining access points, closure of inappropriate access points, reflection of boundaries on SDF, zoning schemes, coastal management programmes, etc.) should be included in the IDP;</p> <p>Estuarine Management Plans (EMP's) – The municipality to draft EMP's for the estuaries within their jurisdiction (funds required for the drafting of the EMP's); and</p> <p>Coastal leases – The municipality to assist in reviewing existing leases on Coastal Public Property.</p>	

ENVIRONMENTAL ASPECT	OBSERVATION FROM IDP			IMPROVEMENT MEASURE	IMPLEMENTING AGENT/or OVERSIGHT	
	Quantitative Evaluation					Qualitative Evaluation
	Yes	No	Partly			
4.5. Does the IDP address the development of by-laws to promote coastal management?		X			Bylaws to be drafted with regard to coastal access land.	
4.6. Have coastal management projects been planned and budgeted for?		X			See comment for 4.4.	
4.7. Has the Municipality provided for adequate human resources to fulfil their coastal management functions?		X			Funding provisions must be included in the IDP.	
5. Biodiversity (note: for more information on the analysis below contact Dennis Laidler tel: 021-483 3925 & e-mail: Dennis.Laidler@pgwc.gov.za)						
5.1. Does the IDP and SDF: 5.1.1. specifically address the maintenance of ecological integrity and ecosystem conservation; 5.1.2. identify and/ or consider the key biodiversity features of the municipal area (e.g. rare and threatened ecosystems, species, vegetation types, wetlands, major rivers, estuaries etc.); and		X			The Garden Route Biodiversity Sector Plan 2010 for the George, Knysna and Bitou municipalities is to be found in: Vromans, D.C., Maree, K.S., Holness, S. and Job, N. and Brown, A.E. 2010. The Garden Route Biodiversity Sector Plan for the George, Knysna and Bitou Municipalities. Supporting land-use planning and decision-making in Critical Biodiversity Areas and Ecological Support Areas for sustainable development. Garden Route Initiative. South African National Parks. Knysna. Additional information included but not limited to the following:	

ENVIRONMENTAL ASPECT	OBSERVATION FROM IDP			IMPROVEMENT MEASURE	IMPLEMENTING AGENT/or OVERSIGHT
	Quantitative Evaluation		Qualitative Evaluation		
	Yes	No			
5.1.3. reflect the most recent available fine-scale biodiversity plans and/or Biodiversity Sector Plans?		X		<ul style="list-style-type: none"> • Cape Fine Scale Planning Aquatic Management guidelines, November 2008. • De Villiers CC, Driver A, Clark B, Euston-Brown DIW, Day EG, Job N, Helme NA, Holmes PM, Brownlie S and Rebelo AB (2005) Fynbos Forum Ecosystem Guidelines for Environmental Assessment in the Western Cape. Fynbos Forum and Botanical Society of South Africa, Kirstenbosch. • Skowno, A.L., Holness, S.D., and Desmet, P. (2009). Biodiversity Assessment of the Central Karoo District Municipality. DEAP Report EADP05/2008. • Vromans, D.C., Maree, K.S., Holness, S.D., Job, N. and Brown, A.E. (2010). The Garden Route Biodiversity Sector Plan for the George, Knysna and Bitou Municipalities. Supporting land-use planning and decision-making in Critical Biodiversity Areas and Ecological Support Areas for sustainable development. Garden Route Initiative. South African National Parks. Knysna. 	

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	Quantitative Evaluation				
	Yes	No	Partly		
				<p>• Vromans, D.C., Maree, K.S., Holness, S. D., Job, N. and Brown, A.E. (2010). The Garden Route Biodiversity Sector Plan for the southern regions of the Kouga and Koukamma Municipalities. Supporting land-use planning and decision-making in Critical Biodiversity Areas and Ecological Support Areas for sustainable development. Garden Route Initiative. South African National Parks. Knysna.</p> <p>Funds should be sought and partnerships arranged with SANBI and CapeNature to undertake a fine-scale vegetation mapping process and develop a Biodiversity Sector Plan for the municipal area.</p> <p>South African National Biodiversity Institute, Tel: +27 21 799 8739 or CapeNature, Tel: +27 21 866 8000.</p> <p>For additional information contact: Scientific Services, CapeNature, Tel: +27 21 866 8000.</p>	

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	Quantitative Evaluation		Qualitative Evaluation			
	Yes	No				Partly
5.2 Does the IDP identify any threats to biodiversity in the Municipal region (habitat loss, pollution, etc.)?		X		The IDP does not identify any specific threats to the unique biodiversity within the Municipal region or make any reference to projects or programmes or budgets or personnel deployed to eliminate or mitigate such threats to the biodiversity.	The Department however proposes that Bitou municipality speaks to CapeNature's regional ecologist, other local CapeNature officials and biodiversity scientists employed by CapeNature and the South African National Biodiversity Institute (SANBI) who are familiar with specific biodiversity threats within the municipal area.	Bitou Municipality / CapeNature, DEA & DP and SANBI
5.3. Does the municipality have any conservation plans and/or implemented projects to restore, remediate or protect terrestrial ecosystems, aquatic ecosystems, coastal ecosystems or any related projects such as eradication of alien vegetation, systems to reduce habitat transformation, water quality issues?		X		The IDP does also not identify any specific conservation plans and/or implemented projects to restore, remediate or protect terrestrial ecosystems, aquatic ecosystems, coastal ecosystems or any related projects such as eradication of alien vegetation, systems to reduce habitat transformation, water quality issues.	The Department however proposes that Bitou municipality speaks to CapeNature's regional ecologist, other local CapeNature officials and biodiversity scientists employed by CapeNature and the South African National Biodiversity Institute (SANBI) who are familiar with specific biodiversity conservation, remediation and rehabilitation challenges in the region and who can advise on the development of biodiversity plans, programs and projects to undertake biodiversity and ecosystem conservation, rehabilitation and remediation projects. The municipality could partner with national programmes such as Working for Wetlands, Working for Water, Working on Fire for some of these or could allocate municipal funds or access national Extended Public Works Programme (EPWP) funds to fund such biodiversity conservation, rehabilitation and remediation projects.	Bitou Municipality / CapeNature, DEA & DP and SANBI

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	Quantitative Evaluation		Qualitative Evaluation		
	Yes	No			
				<p>Suggested contacts:</p> <p>CapeNature: Dr. Ernst Baard, Tel: 021 866 8001, Cell: 082 414 0424, email: ebaard@capenature.co.za</p> <p>SANBI: Dr John Donaldson, Kirstenbosch Research Centre, Tel: 021 799 1166, email: J.Donaldson@sanbi.org.za</p> <p>C.A.P.E. Programme co-ordinator: Dr Mandy Barnett, Tel: 021 799 8875, email: m.barnett@sanbi.org.za</p>	
5.4. Does the IDP review identify any programs to manage and/or develop local nature reserves, initiate or manage stewardship agreements on municipal land or with private landowners (greening of the municipal region)?		X	<p>The IDP does not specifically identify any programs to manage and/or develop local nature reserves, initiate or manage stewardship agreements on municipal land or with private landowners or even the greening of the municipal land. The Department would specifically like to encourage the municipality to engage with CapeNature to participate in CapeNature's stewardship program, both with respect to municipal land and private land in the municipal area. The municipality is also encouraged to actively partner with the provincial Department of Agriculture concerning that department's Land Care and Area Wide Planning programmes.</p>	<p>Contact the Land Care officer and Capeature stewardship officer in this region. For info:</p> <p>Agriculture (Land Care and Area Wide Planning):</p> <p>Francis Steyn Land Care Manager: Western Cape. Francis Steyn, email: FrancisS@elsenburg.com; Tel: 021 808 5090, fax: 021 808 5092, cell: 082 907 2813</p> <p>CapeNature (Stewardship);</p> <p>Kerry Purnell</p> <p>Biodiversity Stewardship Programme Manager, Tel: 021 850 5266, cell: 079 879 4194, email: kpurnell@capenature.co.za</p>	Bitou Municipality / CapeNature, DEA & DP and SANBI

ENVIRONMENTAL ASPECT	OBSERVATION FROM IDP			IMPROVEMENT MEASURE	IMPLEMENTING AGENT/or OVERSIGHT
	Quantitative Evaluation		Qualitative Evaluation		
	Yes	No			
5.5. Do the local nature reserves have up-to-date, funded and implemented management plans to conserve existing reserves and is there an effective reserve advisory and/or management committee established?		X			Bitou Municipality / CapeNature, DEA&DP, Agriculture and SANBI

ENVIRONMENTAL ASPECT	OBSERVATION FROM IDP			IMPROVEMENT MEASURE	IMPLEMENTING AGENT/or OVERSIGHT
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	Yes	No			
5.6. Have biodiversity projects been planned and budgeted for (e.g. Expanded Public Works Programme – EPWP, Working for Wetlands, Working for Water or Working on Fire Programmes.)?		X		<p>The EPWP projects as displayed on pg.55 are noted. However, the Department does not identify any biodiversity related EPWP projects.</p> <p>Also with regard to co-ordination of the provincial EPWP Programme (Environmental and Cultural Sector) contact:</p> <p>Dipolelo Elford Chief Director - Climate Change, Sustainable development and Biodiversity, and Manager of the Provincial EPWP (Environmental and Cultural Sector)</p> <p>Tel: 021 483 2723</p> <p>Email: Dipolelo.Elford@pgwc.gov.za</p> <p>As well as:</p> <p>Veronica Mukasa Environmental Officer: EPWP Co-ordination</p> <p>Tel: 021 483 5012</p> <p>Email: Veronica.Mukasa@pgwc.gov.za</p>	Bitou Municipality / CapeNature and DEA & DP
5.7. Has the Municipality provided for adequate human resources to address biodiversity management?		X		<p>The IDP does not indicate any provision for human resources to address biodiversity management matters.</p> <p>The Department recommends the appointment of dedicated environmental staff (excluding environmental health and safety staff) that could assist with the management of biodiversity in the municipal region. The Department can assist with the Job description of these appointees.</p> <p>The Department recommends the appointment of dedicated environmental staff (excluding environmental health and safety staff) that could assist with the management of biodiversity in the municipal region.</p> <p>Some Municipalities that could advise on the appointment and deployment of environmental officials include the City of Cape Town and Eden District Municipality.</p>	Bitou Municipality

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	Quantitative Evaluation		Qualitative Evaluation		
	Yes	No			
6. Energy, Climate Change and Sustainability (note: for more information on the analysis below contact Joos Roelofse tel: 021-483 4627 & e-mail: Joos.Roelofse@pgwc.gov.za)					
6.1. Does the IDP address climate change mitigation and adaptation to establish more resilient communities? (e.g. planning for droughts, flooding, storms, sea-level rise, etc.)		X		The Department recommends that the Municipality includes a section in the IDP on Sustainability. This section must clearly indicate how the Municipality incorporates environmental concerns into development planning at the same level with economic and social factors. Municipalities must indicate how municipal planning was informed by environmental sustainability e.g. the opportunities and constraints of the environment need to be taken into account whether it is a housing project, a water and sanitation project or a project promoting local economic development. Even though environmental considerations were part of the municipal plans, the Department recommends that these considerations be highlighted in a special section so that the reader can see the Municipality's stance on environmental sustainability. The Department will in due course issue a specific document in this regard to assist municipalities.	Municipality & DEA & DP
6.2. Does the IDP adequately address water management? (e.g. availability of water resources assessed, demand management and conservation addressed, efficient use addressed, maintenance - leaks, etc. - addressed, water restrictions and dual water rates allowed for, etc.)			X		
6.3. Does the IDP address energy planning, demand management and efficiency, as well as diversification of energy resources to include renewables? Is energy consumption by the municipal area measured and monitored?			X		

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	Quantitative Evaluation		Qualitative Evaluation			
	Yes	No				Partly
6.4. Did the IDP specifically address sustainability during the analysis phase?		X				
6.5. Does the IDP specifically provide for sustainability objectives, targets and strategies?		X				
6.6. Does the infrastructure planning (including the integrated transport plan) of the Municipality address sustainability?		X				
7. Environmental Impact Assessment (note: for more information on the analysis below contact Danie Swanepoel tel: 044-805 8605 & e-mail: Danie.Swanepoel@pgwc.gov.za)						
7.1. Is there an indication of the capital projects that will have to be subjected to EIA and obtain environmental authorisation?		X		Housing, Water, Roads and Storm water, Electricity and Waste removal are the 5 priority basic services-infrastructure projects identified by Bitou, which will have to be subjected to EIA and obtain environmental authorisation, however, there is no clear indication of which projects will be subjected to an EIA for environmental authorisation.	The provision of infrastructure, such as desalination plants should be driven at both district and municipal level to respond strategically to the water demands within the region, in particular coastal towns. Municipalities should timeously approach DEA & DP to inform their forward planning in terms of costs, establish which projects require EIA approval and to confirm procedural requirements and EIA administrative processing timeframes.	Municipality & DEA & DP
7.2. Have EIAs been adequately planned for?		X		Despite the plans (short, medium and long term) that are in place to address basic service infrastructure, there is no reference to any planning for projects that will be subjected to an EIA.	It is critical that there is planning engagement between the Municipality and DEA & DP to ensure that projects that are identified as part of the services master plan and which require an EIA, is rolled out within the anticipated timeframes, without any unnecessary delays.	

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	Yes	No				Partly
7.3. Is there an indication of internal capacity to deal with EIA process (organisational structure)?	X			There is no mention of internal capacity to deal with the EIA process.	It is important that the Municipality has internal environmental capacity to facilitate and co-ordinate pro-active engagement with DEA&DP on projects that need to follow the EIA process.	Municipality & DEA & DP
7.4. Is there a need expressed by the Municipality for "urban areas" (urban edges and the edge of built-up areas) to be defined or adopted by the environmental authority in terms of the EIA Regulations?			X	The SDF emphasises that urban spaces are not contained or enclosed and that buildings are essentially isolated events in space. According to the SDF wasted urban space is becoming an urban challenge. There is therefore a definite need for an appropriate pro-active spatial development framework and plan and development proposals presented in the Framework Maps and Guidelines will necessitate the need for an EIA. The environmental legislation now enables the environmental authority (DEA&DP) to pro-actively, in conjunction with Municipalities, adopt urban edges in terms of the 2010 NEMA EIA Regulations.	In order to create an enabling environment, use should be made of these new legislative instruments. The municipality and DEA&DP should therefore engage to explore the possibility of DEA&DP adopting urban edges and setback lines in terms of the 2010 NEMA EIA Regulations. In order to create an enabling environment, use should be made of these new legislative instruments. The municipality and DEA&DP should therefore engage to explore the possibility of DEA&DP adopting urban edges and setback lines in terms of the 2010 NEMA EIA Regulations.	Municipality & DEA & DP
7.5. Is the Municipality planning to approach the environmental authority to define or adopt setback lines along the coast or watercourses in terms of the EIA Regulations?		X		The environmental legislation now enables the environmental authority (DEA&DP) to pro-actively, in conjunction with Municipalities, adopt setback lines along the coast in terms of the 2010 NEMA EIA Regulations.		

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	Quantitative Evaluation		Qualitative Evaluation			
	Yes	No				Partly
7.6. Is the Municipality planning to do watercourse of coastal maintenance work which might require the adoption of Maintenance Management Plans by the environmental authority?	X			Sustainable Coastal Management Plans developed by the Coastal Zone Management Units (CZMU), may require adoption by DEA&DP, prior to implementation. The legislation now allows the environmental authority (DEA&DP) to pro-actively, with Municipalities, agree to Maintenance Management Plans for maintenance work in watercourses and along the coast in terms of the 2010 NEMA EIA Regulations.	This more pro-active tool, rather than ad hoc project-level EIAs, should be adopted. The municipality and DEA&DP should therefore, engage to explore the possibility of DEA&DP agreeing to the developed Maintenance Management Plans for work planned in watercourses and along the coast.	Municipality & DEA & DP

Environmental and Sustainability Rating Scorecard: Rating = Average (see below)

1	Poor (<45%)	There is no reflection on the environmental assets, threats and risks. Environmental and sustainability considerations are poorly addressed. The IDP is not aligned with National and/or Provincial strategies, programmes and projects.
2	Average (+45 – 55%)	There is some reflection of environmental assets, threats and risks. Environmental and sustainability considerations are addressed but not adequately. While some environmental and sustainability strategies, programmes and projects have been developed, additional and/or improved strategies, programmes and projects are required. While some alignment has been achieved, additional improvement is required.
3	Good (+55 – 65%)	Environmental and sustainability considerations have been adequately addressed in the IDP and strategies, programmes and projects have been developed to address the considerations. Human and financial resources have been committed. Good alignment has been achieved.
4	Very Good (+65 – 75%)	Environmental and sustainability considerations have been adequately addressed in the IDP and strategies, programmes and projects have been developed to address the considerations. Human and financial resources have been committed. Very good alignment and complementarity has been achieved.
5	Excellent (+75%)	Environmental and sustainability considerations have been comprehensively addressed in the IDP and comprehensive strategies, programmes and projects have been developed to address the considerations. Significant human and financial resources have been committed. Excellent alignment and complementarity has been achieved.

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Date : September 2011



**Western Cape
Government**

Local Government