



Phumelela Local Municipality

IDP Process Plan, 2010/11 IDP Review

Appendix A

To Section A of the 2010/11 Reviewed IDP



IDP Process Plan
2010/11 IDP Review



IDP Process Plan

STRUCTURES

Key Intervention	Activities		Time-frames	Responsibility
1. Establish IDP Structures	<i>1.1</i>	Composition of an IDP Steering Committee	30 October 2009	Municipal Manager / IDP Manager
	<i>1.1.1</i>	Scheduling of meetings of the IDP Steering Committee	15 November 2009	Chairperson of the Steering Committee
	<i>1.2</i>	Establishment of the IDP Representative Council	15 January 2010	IDP Steering Committee
	<i>1.2.1</i>	Scheduling of meetings of the IDP Representative Forum	30 January 2010	IDP Steering Committee
	<i>1.3</i>	Establishment of the IDP Task Team	15 January 2010	IDP Steering Committee
	<i>1.3.1</i>	Scheduling of meetings of the IDP Task Team	15 January 2010	IDP Task Team
<i>Involvement of the Municipal Council</i>	<i>1.4</i>	Scheduling of IDP Workshops and meetings for the Municipal Council	Separate Schedule – refer to Appendix A	Mayor



PLANS, PROGRAMMES AND STRATEGIES

Key Intervention	Activities		Indicator	Time-frames	Responsibility
2. Finalization of outstanding Plans, Programmes and Strategies	2.1	The Water Services Development Plan	Professional service provider too expensive. Key strategies to be formulated as an interim measure.	26 February 2010	MM, IDP Task Team
	2.2	The Local Economic Development (LED) Strategy	Professional service provider too expensive. Key strategies to be formulated as an interim measure.	26 February 2010	MM, LED Manager and IDP Task Team
	2.3	A Human Resource (HR) Strategy	Not yet finalized. To be addressed as part of 2009/10 performance cycle.	26 February 2010	MM + Service Provider
	2.4	Comprehensive SWOT Analysis and Risks	To be reviewed	26 February 2010	MM
	2.5	Spatial Development Framework	Available – To be reviewed for 2010/11 IDP cycle	15 March 2010	MM, IDP Task Team
	2.6	Implementation Plans	Available – To be reviewed for 2010/11 IDP cycle	15 March 2010	MM, IDP Task Team
	2.7	Disaster Management Plan	Professional service provider too expensive. Key strategies to be formulated as an interim measure.	26 February 2010	MM, IDP Task Team
	2.8	Land Use Management System	Addressed in SDF, not comprehensive	--	
	2.9	Waste Management Plan	Professional service provider too expensive. Key strategies to be formulated as an interim measure.	26 February 2010	MM, IDP Task Team
	2.10	Infrastructure Investment Plan	Available – To be reviewed for 2010/11 IDP cycle	15 March 2010	MM, IDP Task Team
	2.11	Anti Corruption Strategy	Not available. To be compiled	26 February 2010	MM, IDP Task Team
	2.12	Analysis of sector requirements	To be reviewed for 2010/11 IDP cycle	15 March 2010	MM, IDP Task Team



STRATEGIC ALIGNMENT

Key Intervention	Activities		Time-frames	Responsibility
3. Alignment of IDP Objectives, strategies and programmes with National, Provincial and sector priorities	3.1	Alignment with key sector plans, strategies and priorities	15 March 2010	MM, IDP Manager
	3.2	Alignment with the Spatial Development Framework	15 March 2010	MM, IDP Manager
	3.3	Alignment with the organizational structure	15 March 2010	MM, IDP Manager
	3.4	Alignment with the municipal budget	15 March 2010	MM, IDP Manager, CFO
	3.5	Alignment with the Water Services Development Plan	15 March 2010	MM, IDP Manager, Manager Technical Services
	3.6	Alignment with the LED Strategy	15 March 2010	MM, IDP Manager
	3.7	Alignment with the Provincial Growth and Development Plan	15 March 2010	MM, IDP Manager
	3.8	Alignment with the functional requirements of the IDP Credibility Assessment Framework	15 March 2010	MM, IDP Manager



IDP PROCESS PLANNING

Key Intervention	Activities		Time-frames	Responsibility
4. Plan the process flow for the 2010/11 IDP review	4.1	Finalization of the IDP process Plan	30 October 2009	IDP Steering Committee
	4.2	Review and finalization of IDP – related programmes, strategies and plans	31 March 2010	IDP Steering Committee
	4.3	Formulation of initial IDP objectives, strategies, programmes and projects	31 March 2010	IDP Steering Committee
	4.4	IDP Engagement Planning: Community Participation	29 January 2010	Mayor
	4.5	IDP Consideration and Approval Planning	31 May 2010	Mayor, MM
	4.6	IDP Implementation Planning	31 May 2010	Mayor, MM



GANTT Chart

Key Intervention	Activities		Time-frames	2009			2010					
				October	November	December	January	February	March	April	May	June
1. Establish IDP Structures	1.1	Composition of an IDP Steering Committee	30 October 2009	Strutural Arrangements								
	1.1.1	Scheduling of meetings of the IDP Steering Committee	15 November 2009		Strutural Arrangements							
	1.2	Establishment of the IDP Representative Council	15 January 2010			Strutural Arrangements	Strutural Arrangements					
	1.2.1	Scheduling of meetings of the IDP Representative Forum	30 January 2010				Strutural Arrangements					
	1.3	Establishment of the IDP Task Team	15 January 2010				Strutural Arrangements					
	1.3.1	Scheduling of meetings of the IDP Task Team	15 January 2010				Strutural Arrangements					
Involvement of the Municipal Council	1.4	Scheduling of IDP Workshops and meetings for the Municipal Council	Separate Schedule – refer to Appendix A	Council Planning			Council Planning	Council Planning	Planning / Approval			
2. Finalization of outstanding Plans, Programmes and	2.1	The Water Services Development Plan	26 February 2010			Planning and information gathering	Planning and information gathering	Alignment				
	2.2	The Local Economic Development (LED) Strategy	26 February 2010			Planning and information gathering	Planning and information gathering	Alignment				



Strategies	2.3	A Human Resource (HR) Strategy	26 February 2010		Planning and information gathering	Planning and information gathering	Planning and information gathering	Alignment				
	2.4	Comprehensive SWOT Analysis and Risks	26 February 2010					Strategic Planning				
	2.5	Spatial Development Framework	15 March 2010			Planning and information gathering	Planning and information gathering	Planning and information gathering	Alignment			
	2.6	Implementation Plans	15 March 2010						Alignment			
	2.7	Disaster Management Plan	26 February 2010			Planning and information gathering	Planning and information gathering	Alignment				
	2.8	Land Use Management System	--									
	2.9	Waste Management Plan	26 February 2010			Planning and information gathering	Planning and information gathering	Alignment				
	2.10	Infrastructure Investment Plan	15 March 2010						IDP Implementation			
	2.11	Anti Corruption Strategy	26 February 2010	Planning and information gathering	Planning and information gathering				Alignment			
	2.12	Analysis of sector requirements	15 March 2010	Planning and information gathering	Planning and information gathering	Planning and information gathering	Planning and information gathering	Planning and information gathering	Alignment			
3. Alignment of IDP Objectives, strategies and programmes with National, Provincial and sector priorities	3.1	Alignment with key sector plans, strategies and priorities	15 March 2010					Planning and information gathering	Alignment			
	3.2	Alignment with the Spatial Development Framework	15 March 2010					Planning and information gathering	Alignment			
	3.3	Alignment with the organizational structure	15 March 2010					Planning and	Alignment			



								information gathering				
	3.4	Alignment with the municipal budget	15 March 2010					Planning and information gathering	Alignment			
	3.5	Alignment with the Water Services Development Plan	15 March 2010					Planning and information gathering	Alignment			
	3.6	Alignment with the LED Strategy	15 March 2010					Planning and information gathering	Alignment			
	3.7	Alignment with the Provincial Growth and Development Plan	15 March 2010					Planning and information gathering	Alignment			
	3.8	Alignment with the functional requirements of the IDP Credibility Assessment Framework	15 March 2010					Planning and information gathering	Alignment			
4. Plan the process flow for the 2010/11 IDP review	4.1	Finalization of the IDP process Plan	30 October 2009						IDP Process Planning			
	4.2	Review and finalization of IDP – related programmes, strategies and plans	31 March 2010	Planning and information gathering	Planning and information gathering	Planning and information gathering	Planning and information gathering	Planning and information gathering	Strategic Planning			
	4.3	Formulation of initial IDP objectives, strategies, programmes and projects	31 March 2010	Planning and information gathering	Planning and information gathering	Planning and information gathering	Planning and information gathering	Planning and information gathering	Strategic Planning			
	4.4	IDP Engagement Planning: Community	29 January 2010						Community Participation			



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		Participation										
	4.5	IDP Consideration and Approval Planning	31 May 2010						Planning / Approval			
	4.6	IDP Implementation Planning	31 May 2010						IDP Implementation			