



IDP Review Process Plan 2025/26

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1. INTRODUCTION

1.1. LEGISLATIVE GUIDELINE

The **Municipal Systems Act** promulgated during 2000 describes the various core processes that are essential to realizing a system of developmental local government. These aspects include participative governance, **Integrated Development Planning**, performance management and reporting, resource allocation and organizational change. These processes are linked into a single cycle at local level that will align various sectoral initiatives from national and provincial government departments with a municipalities own capacity and processes. One of the key components of the Systems Act is the preparation of Integrated Development Plans (IDP's). The purpose of an Integrated Development Plan is to rationalize the system of municipal planning into a single comprehensive 5 year planning cycle.

The municipalities must annually review their IDP in terms of section 34 of the Municipal System Act. The Municipal Finance Management Act 56 of 2003, section 21 stipulate that the mayor of the municipality must at least 10 month before the start of the budget year, table in the municipal council a time schedule outlining key deadlines for –

- (i) the preparation, tabling and approval of the annual budget;
- (ii) the annual review of integrated development plan and budget-related policies
- (iii) the tabling and adoption of any amendments to the integrated development plan and the budget-related policies; and
- (iv) any consultative processes forming part of the processes referred to in subparagraphs (i), (ii) and (iii).

The IDP is reviewed in the light of changing internal and external circumstances that impact on the priority issues, objectives, strategies, projects and programmes. For the IDP to remain relevant the municipality must assess implementation performance and achievements of the KPI's and targets.

The overall objectives of an Integrated Development Plan as outlined in the Systems Act are to:

- Link, integrate and coordinate plans and take into account proposals for the development of the Municipality
- Align the resources and capacity of the Municipality with the implementation of the plan.
- Form the policy framework and general bases on which annual budgets must be based.

The purpose of this document is to outline an operational plan ("**Process Plan**") for the preparation and approval of an Integrated Development Plan Review for the Madibeng Local Municipality. This process plan is based on the unique characteristics and circumstances of the Madibeng Local Municipality, taking due cognisance of the requirements of a Process Plan as outlined in the Municipal Systems Act (Sections 28 and 29) and the guidelines for Integrated Development Planning provided by National Department of Provincial and Local Government. The IDP Process Plan is also guided by the Bojanala Platinum District Process Plan and MEC comments.

1.2. REASONS FOR AMENDMENTS/REVIEW OF THE 2025/26 IDP

The reasons for review of the 2025/26 IDP are summarized as follows:

Analysis Phase

Incorporation of the:

- Reviewed Community Needs
- Updates on level of service and facilities developed by Municipal Departments
- Financial information

Strategy Phase

- Assessment outcome from MEC for Co-operative Governance, Human Settlement and Traditional Affairs
- Census 2022 outcome
- District Development Model
- The National Development Plan
- Economic Development and Industrialization Plan for NW
- Tourism Master Plan
- NW Rural Development Plan
- NW SMME Strategy
- Poverty relief Strategy for NW
- Integrated Rural Development Strategy for NW
- Integrated Strategy for youth employment and entrepreneurship in NW
- Foreign Investment targeting Strategy
- Provincial Spatial Development Plan
- Mining Social Labour Plans
- Other Strategic Plans, i.e. Climate Change, etc. and Basic Infrastructure Framework Plan
- Strategic and Operation Risks
- Mid Term Reviews and Annual Assessment of the performance of the Municipality in terms of Corporate Service Delivery and Budget Implementation Plan (SDBIP)
- North West Provincial Growth & Development Strategy 2023

Project Phase

Reviewing of 2024/25 committed projects

Integration Phase

Incorporation of the following reviewed Sector Plans:

- Spatial Development Framework
- Water Services Development Plan
- Integrated Waste Management Plan
- Disaster Management Plan
- Housing Strategy
- Tourism Master Plan
- Madibeng State of Environment Report
- Madibeng Integrated Economic Growth Strategy

- Madibeng HIV/AIDS Policy/Strategy
- Madibeng Agriculture Strategic Development Plan
- CBD Regeneration Plan

The subsequent sections of this document briefly outline the following aspects relating to the process plan:

- Organizational arrangements
- Distribution of roles and responsibilities
- Mechanisms and procedures for community and stakeholders participation
- Action programme
- Procedures for alignment

2. BACKGROUND

2.1. EXECUTIVE SUMMARY

The Madibeng Local Municipality is classified as a category B Municipality, functioning through the Executive Mayoral System. The Municipality was recently demarcated into 41 wards and the Municipal Council comprises of 82 Councillors, (of which 10 are members of the Mayoral Committee), with a full-time Speaker, Single Whip and Executive Mayor. It consists of several urban and rural areas, villages, farm portions, as well as a proper established and serviced industrial area.

One of the advantages of Madibeng is its central location in the North West Province, with Pretoria, Johannesburg, Rustenburg and Krugersdorp as bordering neighbours. As the neighbouring towns are easily accessible through road networks, residents are not confined to employment in the Madibeng jurisdiction alone, but can easily commute to workplaces in the cities and other towns.

Madibeng can also be reached by train and has an airport for light aircrafts. The National and soon to be International Lanseria Airport is situated a mere 40 kilometres away from Brits.

2.2. INTEGRATED DEVELOPMENT PLAN REVIEW 2025/26

The following IDP processes were adhered to:

2.2.1. IDP Process Plan

The IDP Process starts with the compilation and adoption of the IDP Process Plan. This plan is informed by the District IDP Framework Plan that is used as guideline during the compilation and/or review of the IDP document. The Process Plan has to be adopted annually before 31 August.

Copies of the IDP Process Plans and Council resolutions were delivered to the MEC for North-West Department of Cooperative Governance, Human Settlement and Traditional Affairs, as well as to the Municipal Manager of Bojanala Platinum District Municipality.

2.2.2. IDP Ward Public Participation Meetings

IDP Ward Public Participation meetings will be conducted during October 2024.

The purpose of these meetings is to give stakeholders and community members the opportunity to identify and prioritise their respective ward needs and projects.

Ten task teams, consisting of Councillors and officials will be commissioned to visit the wards assigned to them..

2.2.3. IDP Representative Forum Meeting

An IDP Rep Forum meeting to be held during November 2024. The purpose of the meeting was to present the outcome of the ward needs and to determine the municipal wide needs.

The 2024/25 prioritised municipal wide needs were determined as follows:

Priority 1	:	Roads and Stormwater
Priority 2	:	Water and Sanitation
Priority 3	:	Land and Housing
Priority 4	:	Electricity
Priority 5	:	Social Services
Priority 6	:	Local Economic Development

The Bojanala Platinum District Municipality will be invited to present the District Development Model.

2.2.4. Development of strategies and projects

The municipal departments will be engaged to formulate the strategies base on the municipal wide priority needs. The process of strategising to be conducted around February 2025.

The municipal department will further engage more particularly service delivery department to draft proposed projects for 2025/26 in line with the term of Council, guided by the community identified projects. The process to take place during March 2025.

The Strategic Management Team will be held on March 2025 to look at draft IDP Review strategies and projects. The Bojanala District Municipality to call IDP Managers Forum during March 2025 to look at the alignment of IDPs of local municipalities with District Development Model. They also explore the issue of necessary support to municipalities in the district.

2.2.5. Departmental Inputs

The IDP division will manage to acquire and incorporate all relevant departmental inputs in the IDP.

2.2.6. Alignment of IDP

The alignment of the IDP is effected in the project phase.

2.2.7. Adoption of draft 2025/26 IDP

The Council will adopt the Draft 2025/26 IDP on March 2025. Copies of the adopted Draft IDP Review and Council resolution will be delivered to the MEC for Cooperative Governance, Human

Settlement and Traditional Affairs and Municipal Manager of Bojanala Platinum District Municipality during April 2025.

2.2.8. Adoption of the 2025/26 IDP

The Draft IDP Review will be adopted by the Council on 27 May 2025. Copies of the adopted IDP Review will be submitted to the MEC for North West Department of Cooperative Governance, Human Settlement and Traditional Affairs during 09 June 2025

2.2.9. Notice of the adoption of the 2025/26 IDP

A notice of the adoption of the IDP review will be published on the local newspaper.

2.2.10. IDP Annual Reviews

It must be noted that this 2025/26 IDP Review Process Plan is the third review of the 2022/27 IDP and the first review was of the 2023/24 IDP (Council Resolution A.0623).

2.3. INSTITUTIONAL ARRANGEMENTS



MADIBENG LOCAL MUNICIPALITY



WARD COUNCILLORS

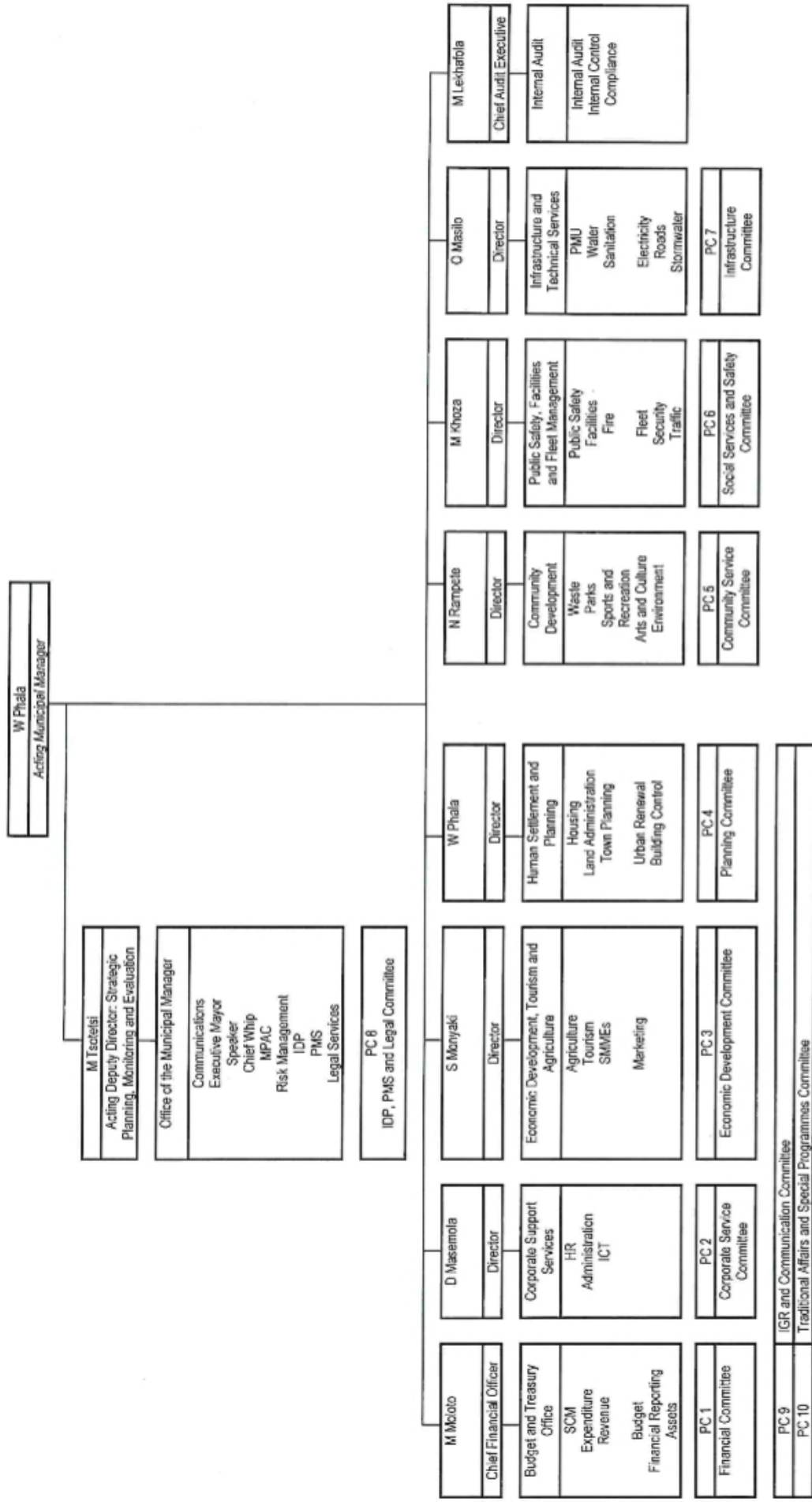
 CILLR PAPPAS FRANCOIS LEUNGU WARD 01	 CILLR MCHOMBA BENJAMIN WARD 02	 CILLR MTHAMBI JIMBAWALE WARD 03	 CILLR MPHAHLELE PETER BELIN WARD 04	 CILLR MPHAHLELE DORIS MOKO WARD 05	 CILLR MPHAHLELE RABALLOPE WARD 06	 CILLR MPHAHLELE PETER PHEKO WARD 07	 CILLR MPHAHLELE GUY FENELONG WARD 08	 CILLR MPHAHLELE MOLLEKE MOKO WARD 09
 CILLR MPHAHLELE MATHIBOLE BELLELA WARD 10	 CILLR MPHAHLELE JOHANNES WARD 11	 CILLR MPHAHLELE LUCAS MOKO WARD 12	 CILLR MPHAHLELE MOKO WARD 13	 CILLR MPHAHLELE MOKO WARD 14	 CILLR MPHAHLELE LONELA MOKO WARD 15	 CILLR MPHAHLELE MOKO WARD 16	 CILLR MPHAHLELE MOKO WARD 17	 CILLR MPHAHLELE MOKO WARD 18
 CILLR MPHAHLELE TSENYE MOKO WARD 19	 CILLR MPHAHLELE MOKO WARD 20	 CILLR MPHAHLELE MOKO WARD 21	 CILLR MPHAHLELE MOKO WARD 22	 CILLR MPHAHLELE MOKO WARD 23	 CILLR MPHAHLELE MOKO WARD 24	 CILLR MPHAHLELE MOKO WARD 25	 CILLR MPHAHLELE MOKO WARD 26	 CILLR MPHAHLELE MOKO WARD 27
 CILLR MPHAHLELE MOKO WARD 28	 CILLR MPHAHLELE MOKO WARD 29	 CILLR MPHAHLELE MOKO WARD 30	 CILLR MPHAHLELE MOKO WARD 31	 CILLR MPHAHLELE MOKO WARD 32	 CILLR MPHAHLELE MOKO WARD 33	 CILLR MPHAHLELE MOKO WARD 34	 CILLR MPHAHLELE MOKO WARD 35	 CILLR MPHAHLELE MOKO WARD 36

PROPORTIONAL REPRESENTATIVE (PR) COUNCILLORS

 CILLR MPHAHLELE MOKO	 CILLR MPHAHLELE MOKO	 CILLR MPHAHLELE MOKO	 CILLR MPHAHLELE MOKO	 CILLR MPHAHLELE MOKO	 CILLR MPHAHLELE MOKO	 CILLR MPHAHLELE MOKO	 CILLR MPHAHLELE MOKO	 CILLR MPHAHLELE MOKO
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NISTRATIVE STRUCTURE



2.4. ORGANIZATIONAL RISKS

The Municipality has developed Strategic and Operational Risks. The Top 10 risks form part of the institutional analysis.

3. ROLES AND RESPONSIBILITIES

3.1. DISTRIBUTION OF RESPONSIBILITIES WITHIN THE MUNICIPALITY

Structure(s)/ Person(s)	Roles & Responsibilities
Council	The overall responsibility of the full Council of the Madibeng Local Municipality will be to adopt a process plan, be responsible for the overall management and coordination of the planning process, to adopt and approve the final IDP, and subsequently to ensure that annual business plans, i.e. SDBIP's, performance agreements, etc., budgets and related development activities are based on the approved Integrated Development Plan.
Executive Mayor	Provides political guidance over the IDP Review process and the priorities
Members of the Mayoral Committee	The Mayoral Committee of the Council will act as an overall governing body of the process, closely related to the day-to-day IDP Review activities. Their responsibilities will include the following: <ul style="list-style-type: none">• Overall management, coordination and monitoring of the IDP Review process• Approval of nominated persons/organizations to be in charge of various activities during the course of the process.
Ward Councillors	Ward Councilors will play a pivotal role in the preparation of the IDP Review in terms of the technical and the community participation process. They will act as the main interface between council and communities. Primary responsibilities of the ward councilors will include: <ul style="list-style-type: none">• Organizing public consultation and participation at ward level• Dissemination of information from council to constituents and vice versa.• Identification of issues and projects at a ward level• Participating in the approval and ongoing monitoring of the approved IDP.

Structure(s)/ Person(s)	Roles & Responsibilities
Municipal Manager	<p>The Municipal Manager of the Local Municipality of Madibeng, assisted by the Deputy Director Strategic Planning, Monitoring and Evaluation will be the key officials charged with the overall management and coordination of the IDP Review process.</p> <p>Specific activities that will be their responsibility are:</p> <ul style="list-style-type: none"> • Managing an effective public participation process to ensure that all relevant role players are involved. • To identify persons to take charge of different responsibilities in the process • Be responsible for the day-to-day management of the IDP Review • Ensure that the contents of the IDP Review satisfy the legal requirements and the requirements of the District Framework Plan. • Ensure both horizontal and vertical coordination with other role players. • The Municipal Manager will delegate some of these functions to the Deputy Director: Strategic Planning, Monitoring and Evaluation, but will still remain accountable for the overall process
Officials	<p>Officials of the Madibeng Local Municipality will ultimately be responsible for the implementation of the IDP Review process and as such will play a key role in the preparation of the IDP's. Specific activities that will be undertaken by the Officials include:</p> <ul style="list-style-type: none"> • Provision of relevant technical and financial information. • Identification and development of strategies and project plans. • Providing inputs regarding the financial and technical feasibility aspects of projects and strategies identified by committees
Strategic Management Team, IDP Representative Forum, Portfolio Committee No. 8 and Budget Steering Committee	<p>The constitution, roles and responsibilities of these structures are set out under point 4 below.</p>

3.2. DISTRIBUTION OF RESPONSIBILITIES BETWEEN THE MUNICIPALITY AND EXTERNAL ROLE PLAYERS

Structure(s)/ Person(s)	Roles & Responsibilities
Residents and Communities	<p>The overall role of communities and stakeholder groups in the IDP Review process will be to represent the various interest groups within the Madibeng Local Municipality and to advise the municipality during the course of preparing the local IDP review. The communities will specifically be involved in the following activities:</p> <p>Analysing key issues and determining priorities</p> <ul style="list-style-type: none"> • Participate in the identification and development project proposals • To discuss and comment on the Draft IDP Review To monitor the performance and implementation of the IDP Review after approval
District Municipality	<p>The specific roles of the District Municipality in the Integrated Development Planning review process are clearly outlined in Section 27 of the Municipal Systems Act and Municipal Financial Management Act. The District Municipality will be required to prepare a Framework Plan which binds both the District and the Local Municipalities and which addresses the following aspects:</p> <ul style="list-style-type: none"> • Plans and planning requirements binding in terms of national and provincial legislation on District and Local Municipalities, or on specific municipalities. • Identify the matters to be included in the Integrated Development Plans of the Local Municipalities that will require alignment. • Specified principles to coordinate the approach between the various Local Municipalities. • Determine procedures for consultation between District and Local Municipalities during the drafting of the IDP Review process. • District Development Model is coordinated by District Municipality in line with District Development Model Framework and District One Plan

Structure(s)/ Person(s)	Roles & Responsibilities
National and Provincial Government	Of specific importance to the Madibeng Local Municipality is the need for interaction with the relevant Provincial Departments (to be coordinated by the District Municipality) to ensure the necessary vertical and sector alignments between the various departmental/provincial plans and the local level IDP Review process. Specific information that will be relevant at the local level is the Medium Term Expenditure Frameworks, Growth Path Planning Commission report on 2030 Vision, Outcome Based Planning, National Spatial Development Framework, NW Provincial Development Plan and other relevant strategic plans of the various provincial departments.
Professional Service Providers	<p>The Madibeng Local Municipality will endeavor to under-take as much of the IDP Review activities as possible in-house. The existing capacity of the municipality is however limited to undertake certain of the IDP process component and council will make use of professional service providers to assist in certain matters. It is envisaged that professional service providers will be requested to assist with:</p> <ul style="list-style-type: none"> • Development of the sector plans • Assistance with strategy and project identification and evaluation • Assistance with in-depth studies • Assistance with documentation and mapping of both technical and workshop outcomes.
Traditional Leaders	<ul style="list-style-type: none"> • Ensure communication and partnership between traditional leaders, municipalities and councilors on IDP issues. • Provide environment for implementation of Municipal IDPs in their areas. • Represents the interests of the communities in the IDP Review process

4. ORGANIZATIONAL ARRANGEMENTS

4.1. MUNICIPAL MANAGER

The Municipal Manager, will have the authority to involve all relevant role-players. Their role will entail:

- Responsibility for the preparation and adoption of the IDP Review Process Plan
- Responsibility for the day-to-day management of the planning process regarding aspects such as time, resources, people, ensuring
 - Involvement of all different role-players, especially officials;
 - That the timeframes are being adhered to;
 - That the planning process is horizontally and vertically aligned and complies with national and provincial requirements;
 - That conditions for participation are provided; and
 - That outcomes are being documented
- Chairing the Strategic Management Team
- Management of professional service providers

4.2. BUDGET STEERING COMMITTEE

The Budget Steering Committee will comprise of, at least, the following Councillors and Officials:

Executive Mayor; MMC's of Budget and Treasury Office; Communication and Intergovernmental Relations; Speaker, Chief Whip of Political Parties, Municipal Manager, Chief Financial Officer and Technical Staff (2) of the Budget and Treasury Office.

Some of the functions of the Budget Steering Committee are:

- To regularly consult and monitor the plan, to ascertain whether all actions and requirements of Municipal Financial Management Act as well as its policies, regulations and guidelines are being properly managed, monitored and controlled.
- To monitor progress in terms of the SDBIP which must be seen as an essential management and implementation tool providing a vital link between the Mayor, Council and the Municipal Administration on the one side and the community on the other side and should be seen as a "contract" between the above-named parties, expressing the goals and objectives set by the Council in providing sustainable service delivery to the community.
- To act as a "sounding board" between the Council and the community regarding financial actions for which the Council is responsible, such as the yearly budget, financial statements and annual reports, etc, and for this purpose may meet with members of the community in order to relate any problems, fears and concerns, etc., that the broad community (including citizens, residents, businesses, industries, NGO's, and other stakeholders) may have regarding the financial administration of the Municipality to the Council for consideration and decision.
- To advise the Executive Mayor and the Council on matters relating to budget and financial management as well as the right standards and levels of service the Council should be maintaining as the Delivery Arm of Government and should be regarded as a

coalition and a consultative approach in determining priorities, policies, budget and financial management of the municipality.

The Budget Steering Committee is chaired by the Executive Mayor. The secretariat for the Budget Steering Committee will be provided by Corporate Support Services

4.3. STRATEGIC MANAGEMENT TEAM (SMT)

The SMT is going to play the role that was earmarked for IDP Steering Committee because it is constituted of members that are supposed to be in the Committee.

The SMT will be a streamlined and focussed technical working team involved in the ongoing activities of the IDP process. It will consist of the Heads of Department in the Madibeng Council (or their designated representatives) and the Municipal Manager.

The functions of SMT will be to:

- Commission specific investigations
- Consider and integrate:
 - Inputs from sub-committee/s, study teams and service providers
 - Inputs from provincial sector departments and support providers
- Processes, summarizes and document outputs
- Make content recommendations
- Prepare, facilitate and document meetings

The Municipal Manager will chair the SMT and the Corporate Support Services of the Madibeng Local Municipality will provide the secretariat.

Some of the functions of the SMT are:

- To regularly consult and monitor the plan, to ascertain whether all actions and requirements of Municipal Financial Management Act as well as its policies, regulations and guidelines are being properly managed, monitored and controlled.
- To monitor progress in terms of the SDBIP which must be seen as an essential management and implementation tool providing a vital link between the Mayor, Council and the Municipal Administration on the one side and the community on the other side and should be seen as a "contract" between the above-named parties, expressing the goals and objectives set by the Council in providing sustainable service delivery to the community.
- To act as a "sounding board" between the Council and the community regarding financial actions for which the Council is responsible, such as the yearly budget, financial statements and annual reports, etc, and for this purpose may meet with members of the community in order to relate any problems, fears and concerns, etc., that the broad community (including citizens, residents, businesses, industries, NGO's, and other stakeholders) may have regarding the financial administration of the Municipality to the Council for consideration and decision.

- To advise the Executive Mayor and the Council on matters relating to budget and financial management as well as the right standards and levels of service the Council should be maintaining as the Delivery Arm of Government and should be regarded as a coalition and a consultative approach in determining priorities, policies, budget and financial management of the municipality.

4.4. IDP REPRESENTATIVE FORUM

The IDP Representative Forum will be the designated structure which institutionalises and guarantees representative participation in the IDP process.

The IDP Representative Forum will be comprised of at least the following groups:

- Members of the Mayoral Committee
- All Ward and PR Councillors
- Chair Persons of all ward committees
- Community Development Workers
- Heads of Departments, Senior Officials or nominated persons
- Representatives of Traditional leaders
- Other community and stakeholder groups e.g.
 - Women organizations
 - Youth organizations
 - Labour organizations
 - Organized business
 - Church groups
 - Transport/Taxi organizations
 - Other

The IDP Representative Forum will be chaired by the Executive Mayor. The secretariat for the IDP Representative Forum will be provided by the Corporate Support Services.

5. MECHANISMS AND PROCEDURES FOR COMMUNITY/ STAKEHOLDER PARTICIPATION

5.1. PRINCIPLES FOR PUBLIC PARTICIPATION IN MADIBENG LOCAL MUNICIPALITY

5.1.1. Process for informing stakeholders

The population in the Local Municipality of Madibeng is scattered across a large geographical area consisting of urban communities, various rural villages, as well as sparsely populated rural areas. It would thus be necessary to employ appropriate mechanisms to reach all stakeholder groups. The process, which will be followed to inform stakeholders about the IDP Review process and the opportunities for participation, will include:

- Advertisements in local newspapers
- Notices at Public facilities
- Information flyers to be provided with municipal accounts
- Notices over local radio stations.

5.1.2. Language

English will be the official language in which all notices in newspapers and public facilities, as well as information flyers will be provided. All material to be provided prior to meetings, the meetings itself, the recording of minutes and all documentation will also be undertaken in English.

5.1.3. Venues

All meetings to take place at ward level will be arranged within the main centre and within the respective wards. All council meetings, Mayoral Committee meetings, Strategic Management Team and IDP Representative Forum meetings will be arranged at a central venue, which will be in Brits. The Strategic Management Team will consider applications for assistance with travelling arrangements on merit.

5.1.4. Report back to constituents

As a general guide, ward councillors, as well as other key stakeholders represented on the IDP Forum, will be allowed a period of 2 weeks to report back to constituents and conduct meetings with their constituents and/or wards.

5.2. MECHANISMS FOR PARTICIPATION IN THE VARIOUS PROJECT PHASES

5.2.1. Analysis Phase

During the situational analysis phase, public meetings will be conducted at ward level. The ward councillors and representatives on the IDP Forum will be provided with the necessary information for discussion with their constituents. Key problems and issues from the perspective of local communities will also be identified and prioritised at these meetings.

These prioritised issues will be submitted to the Budget and IDP Steering Committee for integration purposes. The integrated set of results will be reported back and confirmed at a meeting of the IDP Representative Forum at conclusion of the situational analysis phase.

5.2.2. Strategy Phase

At the strategic phase, the Council's set objectives for their term of office are reviewed, guided by the SDBIP 2024/25 Performance Report

5.2.3 Project Phase

The identification of potential local level projects (in line with the strategies to be identified) will take place at local level and be facilitated by ward councillors. The technical and financial feasibility of these projects will be assessed by the Budget and IDP Steering Committee (or technical sub-committees thereof) that will convene in Brits. Municipal and District Wide projects will be identified by the Steering Committee in liaison with the District Council.

The draft IDP Review document will be presented to the IDP Representative Forum at completion of the project planning phase. The document will then be made available for 21 days at all satellite offices, libraries and tribal authority offices in the jurisdiction of the Local Municipality of Madibeng. Notices inviting the public to comment on these draft documents will be published in the press, as well as through notices at the abovementioned venues. Copies will also be provided to the various provincial government departments.

5.2.3. Integration Phase

The screening and alignment of projects are managed by SMT, Budget Steering Committee, IDP, PMU and Budget Planning Committee. Sector plans are reviewed and incorporated into the IDP document.

5.2.4. Adoption Phase

All relevant comments received from the various parties will be incorporated into the final 2025/26 IDP Review and they will be presented to the IDP Representative Forum. The final document will be submitted to the Council for adoption where after it will be submitted within 10 days after adoption to Bojanala District Council and to MEC for Co-operative Governance, Human Settlement and Traditional Affairs.

6. DESIGNING AN ACTION PROGRAMME

The detailed action programme and timeframe for conducting the various activities of the IDP process is summarized in the table below.

Planning and Work Breakdown Structure of 2025/2026 IDP Review

Planning Activities	Duration/ Time Schedule	Responsible Person
ANALYSIS PHASE		
1. Review existing information	September 2024	Manager IDP
2. Review municipal wide analysis that include:		Municipal Manager
2.1. Economic, Environmental and Institutional, Spatial analysis and representation of Development Issues		Directors: Local Economic Development & Human Settlement and Planning and Community Services
2.2. Socio-economic and Gender differentiation analysis		Directors: Community Services & Corporate Support Services and LED
2.3. Defining Resources Framework		Chief Financial Officer & Director: Corporate Support Services
2.4. Budget Allocations	February/March 2025	Chief Financial Officer
3. Review of community and stakeholder level analysis (WBP/CBP)	September 2024	Manager IDP
4. Reviewing reconciled existing information and community & stakeholder analysis		Manager IDP
5. IDP Rep Forum Meeting by District Council		BPDM
6. Review of municipal priority issues and project identification Process (Ward Level Public Participation Process)	October 2024	Municipal Manager

7. Consolidation of reviewed priority issues, projects & analysis results		Manager IDP
8. IDP Representative Forum Meeting	November 2024	Municipal Manager
9. IDP Rep Forum Meeting by District Council	December 2024	BPDM
10. Reviewing coordinated preparation of Integrated Sector Programs/Plans	April 2025	Municipal Manager
STRATEGIC OBJECTIVES		
1. Reviewing of Objectives	November 2024	Municipal Manager ,Directors ,PMU Manager and IDP Manager
DEVELOPMENT STRATEGIES		
1. Review Strategic Alternatives	November 2023	Municipal Manager & All Director cs
2. Reviewing Conditions for Public Debate on Alternatives		Municipal Manager
3. Examining Local Strategic Guidelines (Spatial, poverty alleviation, gender equity)		Manager IDP

PROJECTS PHASE		
1 Reviewing of Project Proposals (including indicators, outputs, targets, timing, responsibilities, budgets, sources of finance).	February 2025	Project Strategic Planning Team Members(PMU& ,BTO & IDP)
2 Screening of reviewed Draft Project Proposals		Municipal Manager
3. Involvement of Project Partner from sector departments	Jan/Feb 2025	District Council
4. Integrating of reviewed Projects and Programme	February 2025	Municipal, District & Provincial
5. Target Group Participation in Project Planning	March 2025	Municipal Manager
6. Final Technical Project Decisions		Municipal Manager
INTEGRATION PHASE		
7. Incorporation of Sector Plans/Programmes	March/April 2025	Municipal Manager
APPROVAL PHASE		

8. IDP Representative Forum Meeting – Draft IDP Review document	March 2025	Municipal Manager
9. Providing opportunity for comments from the public, provincial & national government	March/April 2025	Municipal Manager
10. Incorporation of the comments to draft IDP Review	April 2025	Manager IDP
11. IDP Representative Forum Meeting	May 2025	Municipal Manager
12. Final Adoption of IDP Review by Municipal Council		Municipal Manager

7. PROCEDURES FOR ALIGNMENT

7.1. ALIGNMENT WITH ADJACENT LOCAL MUNICIPALITIES AND DISTRICT MUNICIPALITY AND STATE OWNED ENTERPRISES (SOE's)

The Madibeng Local Municipality foresees that it would be necessary to coordinate and align with adjacent Local Municipalities and the District Municipality at the following stages in the process:

- Formalization and adoption of priority issues
- District level strategy/projects
- Comments on draft IDP Review's

The key role players, which will have to be involved in these alignment workshops, include the Executive Mayors and Municipal Managers and steering committee of the Local Municipality of Madibeng as well as those of the district and adjacent Local Municipalities.

7.2. ALIGNMENT WITH OTHER SPHERES OF GOVERNMENT

Alignment with other spheres of local government will have to take place at the following stages in the process:

- Finalization of strategies
- Project planning process
- Submission and comments on draft IDP Review's

This integration will be responsibility of the Executive Mayor and Municipal Manager of the Madibeng Local Municipality who will interact with the district Executive Mayor and Municipal Manager, the NW Provincial Premier, MEC for Local Government, Human Settlement and Traditional Affairs and Director General / Deputy Director General Local Government and Human Settlement, as well as representatives of the relevant national departments and parastatals through District Development Model.

8. BINDING NATIONAL AND PROVINCIAL REQUIREMENTS

The process of developing an Integrated Development Plan for the Madibeng Municipality does not take place within a policy and legislative vacuum. This process is inextricably linked to the policy and legislative framework as created by a plethora of Acts, Bills, White Papers and Green Papers and other policy documents. Some of the most important recent legislation, which will have to be considered during the IDP process, includes the following:

- Development, Planning and Local Governance
 - Local Government Municipal Systems Act (2000)
 - Municipal Systems Act Amended Act 3 of 2022
 - Intergovernmental Relation Act (2005)
 - The Constitution Act (1996)
 - Spatial Planning and Land Use Management Act (2013)
 - Local Government Municipal Structures Act (1998)
 - Municipal Structures Amended Bill 2024
 - Promotion on Access to Information Act (2000)
 - National Integrated Sustainable Rural Development Strategy (2000).
 - District Development Model Regulations
- Land Reform and Tenure Upgrading
 - White paper on South African Land Policy
 - Restitution of Land Rights Act
 - Land tenure upgrading legislation (various)
- Provision of Engineering Services and Housing
 - Water Services Act (1997)
 - White Paper on Municipal Services Partnerships (2000)
 - Rental Housing Act (1999)
 - Universal areas and Universal service discussion paper
- Local Government Finance
 - Local Government Property Rates Act (2004)
 - Municipal Finance Management Act (2003)
 - National Treasury MFMA Circular 88
- Environmental Protection and Management
 - Environmental Conservation Act (1989)
 - National Environmental Management Act (1998)
 - World Heritage Convention Act (1999)
 - National Heritage Resource Act (1999)
 - White Paper on Integrated Pollution and Waste Management

- Population and social development
 - Adult Basic Education and Training Act
 - White Paper on Population Policy (1998)
 - White Paper for Social Welfare (1997)
 - Towards a Higher Education Landscape (2000)

- Economic Development
 - Employment Strategy Framework
 - Integrated Industrial Strategy for sustainable employment & growth
 - National Small Business Strategy
 - National Skills Strategy
 - Integrated Human Resource Development Strategy
 - White Paper on Science and Technology
 - Cultural Industries Growth Strategy
 - North West Province Development Strategy 2023

9. RESOURCE REQUIREMENTS

The estimated resource requirements for completion of the process as outlined in the preceding sections are depicted in the attached tables. These tables provide an indication of the estimated professional costs for utilizing service providers to assist in the process, as well as direct cost which will have to be incurred.

The following assumptions are underlying these cost estimates for the various phases:

Phase I: Analysis Phase

- All existing information will be provided to the Office of Municipal Manager in electronic format by the Departments of the Municipality.
- Ward meetings will be arranged and facilitated by ward councillors and/ or chairpersons of ward committees
- Office of Municipal Manager will assist with the preparation of appropriate background material for ward meetings
- A total of 80 man days has been allocated for undertaking in-depth analysis of priority issues. This estimate might either increase or decrease depending on existing completed detailed studies within the Madibeng Local Municipality and Bojanala Platinum District Municipality.

Phase II: Strategy Phase

During this phase, Office of Municipal Manager will mainly act in a supportive capacity

Phase III: Project Projects

- During this phase, allowance is made for various professional persons to assist in designing and determining the feasibility of various project proposals
- Allowance is made for participation in one district level and one provincial level workshop.
- Background material for, as well as documentation of the results of one IDP Representative Forum meeting will form part of activities in this phase
- The main role of Office of Municipal Manager would be to utilize information emanating from previous phases to prepare the required sector summary programmes.
- Allowance is made for assisting in the preparation for and documentation of results of two IDP Representative Forum meetings

Phase IV: Integration Phase

- The Office of Municipal Manger will only act in supportive capacity.

Phase V: Approval Phase

- Adverts on local newspapers
- Duplication of documents for publication

The estimated budget for direct expenses during the process is outlined below.

ESTIMATED BUDGET ALLOCATION	
1. Press Advertisements and other notices	R250 000,00
2. Other Means of communication (e.g. leaflets, posters etc.) and Printing and duplicating costs (e.g. maps, diagrams, documents)	
3. IDP Processes, i.e. alignment of sector plans, etc.	
4. Assistance with travelling to Forum meetings, Ward meetings, etc.	R20 000.00
TOTAL	R275 000.00

10. MAPS

Madibeng
Local
Municipality



Bojanala Platinum
District



North-West
Province



South Africa

