



# INTEGRATED DEVELOPMENT PLANNING

## Framework Plan 2024 / 25



**AMAJUBA DISTRICT MUNICIPALITY**  
"Advancing the service delivery agenda one step at a time"  
IDP 2023 / 24 – 2026 / 27 Review



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## **FRAMEWORK PLAN FOR THE AMAJUBA DISTRICT MUNICIPALITY**

### **2024/25 – 2026/27 IDP REVIEW**

#### **1. INTRODUCTION**

The Framework for integrated development planning is the mechanism to ensure alignment and integration between the IDPs of the Amajuba District Municipality and local municipalities of Utrecht, Dannhauser and Newcastle.

The Municipal Systems Act No. 32 of 2000 Section 27(1) states that, “Each district municipality, within a prescribed period after the start of its elected term and after following a consultative process with local municipalities within its area, must adopt a framework for integrated development planning in the area as a whole”.

The function of the framework is to ensure that the processes of district IDP and local IDPs are mutually linked and can inform one another. The Amajuba District Municipality is responsible for drafting this framework.

The Council adopted its annual review of the five [5] year Integrated Development Plan (IDP) for the municipality on the 30 June 2022 for the Amajuba District Municipality. The IDP was developed in accordance with the requirements as set out in the Municipal Systems Act (32 of 2000), the Municipal Finance Management Act (56 of 2003) and Local Government: Municipal Planning and Performance Management Regulations (2001 and 2006).

The Amajuba District Municipality’s vision for the 5-year IDP term is:

**Provide quality services to the community of ADM by ensuring sustainable development**

The way in which the IDP process will be undertaken during the 2023/24–2026/27 financial year in preparation for 2024/25 is outlined in the IDP Process Plans which all municipalities must prepare. These Process Plans need to comply with this Framework Plan to ensure alignment and co-ordination between district and local municipalities as stipulated in the Municipal Systems Act no 32 of 2000.



## 2. FRAMEWORK PROGRAMME AND TIME-FRAMES

### 2.1. BACKGROUND

It is a legislative requirement set out in the Municipal Systems Act of 2000 (MSA), as well as the Planning and Performance Management Regulations, that all municipalities, both Districts and Local, should prepare an IDP and submit it to the MEC for Local Government for assessment which is done in terms of Chapter 5, Section 25, of the MSA. A legislative requirement ahead of the initiation of the annual IDP Review is the preparation of Process Plan to guide the IDP Review process which outlines key milestones and dates per municipality. Such a Process Plan must be adopted by Council before the end of August each year in line with the MFMA.

As was done in the previous IDP Reviews, the IDP, Budget and PMS preparation processes are aligned.

The Framework Plan seeks to align the Process Plans of the four municipalities to ensure that information flows between municipalities and milestones are aligned. The Framework Plan has been prepared after the completion and adoption of the Process Plans.

### 2.2. KEY ELEMENTS TO BE ADDRESSED 2023/24 – 2026/27 IDP REVIEW

Municipalities throughout the Province are continuously in the process of reviewing, improving and updating its IDP.

This IDP process will address, amongst others, the following elements:

#### Ø **Assessment Issues**

Comments received from the various role-players in the assessment of the IDP documentation for 2023/24–2026/27, particularly during the Provincial IDP Alignment Session held and the MEC’s assessment; and Shortcomings and weaknesses identified through self-assessment.

#### Ø **Review Of the Strategic Elements Of The IDP In Terms Of Priorities Of Council And The Objectives Of Management**

- Review of the Strategic elements of the IDP based on changed circumstances.
- Include Council priorities



- Adhere to MSA regulations by utilizing directives from Government Gazette No. 43291 of 07 May 2020 as amended by the Minister for National Department of Cooperative Governance and Traditional Affairs
- Finalization of key policies and sector plans
- Alignment of IDP to DDM
- Implementation of DDM and its structures

Ø **National and Provincial Strategies/Plans to be Considered**

For purposes of alignment during the review process within all spheres of Government, the plans/strategies/policies/programmes below will be considered and incorporated on to the IDP:

• National Development Plan	• Provincial Growth and Development Plan
• Operation Sukuma Sakhe	• Back to Basics
• State of the Nation Address	• State of the province Address
• Provincial Spatial Economic Development Plan	• Outcomes Based Approach
• Spatial Development Plans	• District Growth and Development Plan
• One-Budget One Plan	• District Development Model



Table 1: Legislative Requirements

LEGISLATION	RESPONSIBLE DEPARTMENT	SUBJECT MATTER	RESPONSIBILITY	APPROVAL
<b>KwaZulu–Natal Planning Development Act (No 6 of 2008)</b>	Department of Co-operative Governance Traditional Affairs	Establishment of private townships, sub-division and layout of land for building purposes or urban settlement and the preparation and carrying out of town planning schemes	Municipalities	Department of Co-operative Governance Traditional Affairs
<b>Municipal Systems Act (No. 32 of 2000)</b>	Department of Co-operative Governance Traditional Affairs	<b>Integrated Development Plans</b> Strategic planning Multi-sectoral planning, co-ordination & alignment	Municipalities	Municipalities. MEC Local Government may require amendment to IDP
<b>Water Services Act, 1997 (Act No. 108 of 1997)</b>	Department of Water Affairs and Forestry	<b>Water Services Plans</b> Provision and delivery of water services	Water Services Authorities/ Municipalities	Water Services Authorities
<b>National Land Transport Transition Act (Act No. 22 of 2000)</b>	Department of Transport	<b>Transport Plans</b> Public transport plan operational plan Integrated transport plan Operational plan.	Transport Authorities Municipalities	Transport Authorities Municipalities
<b>National Housing Act, 1997 (Act No. 107 of 1997)</b>	Department of Human Settlements	<b>Housing Delivery Plans</b> Provision and delivery of housing.	National & Provincial Government, Municipalities	National & Provincial Govt., Municipalities
<b>National Environmental Management Act (Act No. 107 of 1998)</b>	Department of Agriculture & Environmental Affairs & Rural Development	<b>Environmental Management Plans</b> Environmental principles Environmental implementation and management plans	Certain national departments and each province	Relevant department in the province
<b>Municipal Structures Act, 1998 (Act No. 117 of 1998)</b>	Department of Co-operative Governance Traditional Affairs	Municipal establishment and determination of powers and functions of Municipalities	Municipalities	N/A

LEGISLATION	RESPONSIBLE DEPARTMENT	SUBJECT MATTER	RESPONSIBILITY	APPROVAL
<b>Public Finance Management Act (Act No. 1 of 1999) &amp; Treasury Regulations</b>	National Treasury	Economic, efficient & effective management of public finances transferred from National or Province to Municipalities through sound accounting and internal control systems	Municipalities	National & Provincial Treasury
<b>Municipal Finance Management Act (No. 56 of 2000)</b>	National Treasury	Economic, efficient & effective management of municipal finances through sound accounting and internal control systems	Municipalities	National & Provincial Treasury
<b>Promotion of Administrative Justice Act (Act No. 3 of 2000)</b>	Department of Justice	Fair Administrative Procedures	Municipalities	N/A
<b>Promotion of Access to Information Act (Act No. 2 of 2000)</b>	Department of Justice	Freedom of access to public information	Municipalities	N/A
<b>Ingonyama Trust Act (Act No.3 of 1994)</b>	Department of Rural Development & Land Affairs	Provides for the transfer of all land under the jurisdiction of the former KZN Government to the Ingonyama Trust. His majesty the King has been appointed as the sole trustee of the Trust and the Trust is to be administered for the benefit, material welfare and social well-being of the members of Tribes and communities which have been identified in the KwaZulu Amakhosi and Iziphakanyiswa Act (Act 9 of 1990).	Former KwaZulu areas	Ingonyama Trust Board
<b>Provision of Land and Assistance Act, Act 126, 1993</b>	Department of Rural Development & Land Affairs	Provides for the designation of certain land; to regulate the subdivision of such land and the settlement of persons thereon; to provide for the rendering of financial assistance for the acquisition of land and to secure tenure rights; and to provide for matters connected therewith.	Municipalities	Department of Rural Development & Land Affairs
<b>KwaZulu Amakhosi and Iziphakanyiswa Act (Act No.9 of 1990)</b>	Department of Co-operative Governance Traditional Affairs	Provides for the establishment of Tribal Authorities, Community Authorities and Regional Authorities and provides further for the powers, functions and duties of such Authorities in relation to the acquisition, control, settlement and development of all land within the jurisdiction of these Authorities.	Tribal Authorities, Community Authorities and Regional Authorities	Department of Co-operative Governance Traditional Affairs

### Ø Inclusion Of New Information Where Necessary

Addressing areas requiring additional attention in terms of legislative requirements not addressed during the previous years of the IDP Review Process (ie. MFMA, DDA, PDA, Rural Development, Poverty alleviation etc):

- Alignment of the IDP with newly completed Sector Plans;
- The ongoing alignment of the Amajuba Performance Management System (PMS), in terms of Chapter 6 of the MSA, with the IDP;
- The update of the Financial Plan, the list of projects (both internal and external funded), and the capital investment framework.

Some of these elements require alignment which will be outlined below.

## 2.3. KEY MILESTONES

### 2.3.1. Integration of Sector Plan Information

The following sector plans are in the process of being prepared by Amajuba District Municipality:

Table 2: Sector Plan Status

Sector Plan	Year of Adoption /Approval	Recommendations
<b>Completed Sector Plans</b>		
Spatial Development Framework	May 2021	Continuous alignment (Annual Review i.e. SPLUMA) and alignment to iDP
Water Services Development Plan	May 2017	Ensure alignment with other sector plans due for review
District Growth and Development Plan	May 2021	Review Plan to be in line with PGDS Vision 2035
Amajuba Tourism Plan		Review Plan
<b>Sector Plans Due for Review</b>		
District Disaster Management Plan	N/A	Update and tabled to Council
LED Strategy	June 2020	Implementation and alignment to SDF and IDP
<b>Outstanding Sector Plans</b>		
Climate Change Response Strategy	June 2019	Review in 5 Years
Integrated Waste Management Plan	Outstanding	Source funding to craft strategy
Air Quality Management Plan	June 2019	Review in 5 years
Integrated Transport Plan	Outstanding	Liaise with DoT
Disaster Management Plan	Outdated	Prepare plan and table to Council

Sector Plan integration into the IDP's will take place during the Second Phase of the IDP. This will impact on the Current Reality, Strategies and Project phases of the IDP Review.

**Critical Activities:**

- Conducting needs analysis
- Conducting Public Consultation meetings;
- Integration of Sector Plan information into the 2024/25 IDP documentation before March 2023 (this will be applicable for the 2024/25 financial year);
- Submission of Draft and Final IDP to Council;
- Integration of all projects from all stakeholders to the IDP 2024/25 by May 2024
- Adoption of the 2024/25 IDP by Council

2.3.2. SPATIAL FRAMEWORK ALIGNMENT

Annually the Spatial Development Frameworks (SDF's) of municipalities are reviewed and updated in line with changing dynamics in the municipality. Vertical alignment of the LM's SDF's with that of the DM's SDF is essential to effective administration as well as to prevent duplication. Cross-border alignment is also critical. Alignment of Amajuba SDF with that of the surrounding DM's, both in KZN and in the two adjoining provinces would be made.

**Critical Activities:**

- Alignment between the DM and the three LM's should take place by November 2023.
- Alignment between the DM and surrounding DM's should take place by October/November 2023.

2.3.3. PROJECT ALIGNMENT

The MFMA requires greater alignment between the DM and LM's with regards to IDP projects. The MFMA stipulates February as a deadline by which any municipality transferring funds to another municipality must notify that municipality of the funds to be transferred (Section 37 (2) of the MFMA).

In order to comply with this deadline, project alignment must take place in November 2023 in order for these amounts to appear in the draft budget for Council approval in January 2024.



**Critical Activities:**

- Alignment of IDP Projects between the DM and LM's in March 2023 (this will be applicable for the 2024/25 financial years).
- To coordinate through the IGR structures the following:
- Update Back to Basics Programme;
- The Powers and Functions; and
- IGR Issues.

2.3.4. PUBLIC PARTICIPATION ALIGNMENT

Consultative meetings with communities will be held October/November 2023 to ensure that the IDP and Budget are informed by the needs of the community. The ADM will be holding its Community “Road Shows” jointly with the Local Municipalities during the month of April/May 2024 aimed at presenting the Draft IDP 2024/25 and the Draft Annual Budget 2024/25 MTERF.

In the case where the roadshows are not held jointly, every endeavor will be made to ensure that the Mayors/ Councilors of the LM's are available during the DM's Road Shows or engagements on any other platform social, broadcasting and via newspapers.

A summary of the key activities to take place during the IDP review process for the IDP, Budget and PMS for the 2023/2024 IDP Review Process:

MONTH	ACTIVITIES		
	ID	PM	BUDGET
JULY	Finalisation of IDP Review document and submission to the COGTA for approval by the MEC. IDP Review Process Plan Drafted.	Adoption of the PMS Implementation of SDBIP for current financial year Final assessment of previous financial year SDBIP Signing of new performance contracts for Section 57 EXCO (Section 69 of the MFMA and Section 57 of the MSA).	<p><b>Mayor and Council / Entity Board</b></p> <p>Mayor begins planning for next three-year budget in accordance with co-ordination role of budget process <b>MFMA s 53</b> Planning includes review of the previous years budget process and completion of the Budget Evaluation Checklist</p> <p><b>Administration - and Entity</b></p> <p>Accounting officers officials of muni entities begin plan three-year budget <b>MFMA s 68, 77</b> Accounting officers officials of muni entities review contracts for</p>
AUGUST	IDP Review Process Plan tabled at EXCO and Council for approval. <b>IDP preparation process initiated.</b> Review of comments received on the previous financial year IDP Review document. Self-assessment to identify gaps in the IDP process. Integration of information from adopted Sector Plans into the IDP Review document. Initiation of new sector plans into the IDP. Review and updating of the IDP Vision, Mission and Objectives.	Final S57 Managers' Performance Assessments Quarterly Audit Committee meeting (for the last quarter of 05/06) MFMA Sect 166 & MPPR Reg. 14(3)(a)	<p>Mayor tables in Council a time schedule outlining key deadlines for: preparing, tabling and approving the budget; reviewing the IDP (as per s 34 of MSA) and budget related policies and consultation processes at least 10 months before the start of the budget year. <b>MFMA s 21,22, 23;</b> <b>MSA s 34, Ch 4 as amended</b> Mayor</p> <p>establishe s committees and</p> <p>Accounting Officer to Auditor-General August, <b>MFMA Sec</b></p>



MONTH	ACTIVITIES				
	IDP	PMS		BUDGET	
	<p>Updating and review of the strategic elements of the IDP in light of the new focus of Council.</p> <p>Compilation of the SDF</p> <p>Collection of the SDF data from sector plans and population data</p>				
SEPT	<p>Integration of information from adopted Sector Plans into the IDP Review document.</p> <p>Review of Spatial Development Framework.</p> <p>Updating and review of the strategic elements of the IDP in light of the new focus of Council.</p> <p>Collection of the SDF data from sector plans and population data</p>	<p>Auditor General audit of performance measures</p>	<p>Council through the IDP review process determines strategic objectives for service delivery and development for next three-year budgets including review of provincial and national government sector and strategic plans</p>	<p>Budget offices of municipality and entities determine revenue projections and proposed rate and service charges and drafts initial allocations to functions and departments for the next financial year after taking into account strategic objectives</p> <p>Engages with Provincial and National sector departments on sector specific programmes for alignment with municipalities plans (schools, libraries, clinics, water, electricity, roads, etc)</p>	<p>Update policies, priorities and objectives.</p> <p>Determine revenue projections and policies.</p>
OCTOBER	<p>Integration of information from adopted Sector Plans into the IDP Review document.</p> <p>Review of Spatial Development Framework.</p> <p>Updating and review of the strategic elements of the IDP in light of the new focus of Council.</p>	<p>Appointment of Internal Auditors (MFMA Sect 55(2))</p> <p>Appointment of the Audit Committee (MPPR Reg. 14)</p> <p>Sect 57 Managers' quarterly assessments (for first quarter)</p>		<p>Accounting officer does initial review of national policies and budget plans and potential price increases of bulk resources with function and department officials</p> <p><b>MFMA s 35, 36, 42; MTBPS</b></p>	<p>Determine revenue projections and policies.</p> <p>Engagement with sector departments, share and evaluate plans, national policies, MTBPS.</p>



MONTH	ACTIVITIES			
	IDP	PMS	BUDGET	
		Assessment of the SDBIP (for first quarter) First draft annual report to Auditor General		Draft initial allocations to functions. Draft initial changes to IDP.
<b>NOVEMBER</b>	Review of Municipal Strategies, Objectives, KPA's, KPI's and targets. Identification of priority IDP projects. Project alignment between the DM and LM's. Municipal alignment sessions under auspices of COGTA	Quarterly Audit Committee meeting (for the first quarter) MFMA Sect 166 & MPPR Reg. 14(3)(a)		Accounting officer reviews and drafts initial changes to IDP <b>MSA s 34</b> Auditor-General to return audit report [Due by 30 November, <b>MFMA 126(4)</b> ]
<b>DECEMBER</b>	Review of Municipal Strategies, Objectives, KPA's, KPI's and targets. Project alignment between the DM and LM's. Identification of priority IDP projects. Development of Spatial strategies and mapping.	Compile annual report (MFMA Sect 121) Quarterly Audit Committee (MFMA Sect 166 & MPPR Reg. 14(3)(a)	Council finalises tariff (rates and service charges) policies for next financial year <b>MSA s 74, 75</b>	Accounting officer and senior officials consolidate and prepare proposed budget and plans for next financial year taking into account previous years performance as per audited financial statements
<b>JANUARY</b>	Review of Municipal Strategies, Objectives, KPA's, KPI's and targets. Identification of priority IDP projects. Development of Spatial strategies and mapping.	Mayor tables annual report (MFMA Sect 127(2) Mid-year Sect 57 Managers' performance assessments Mid-year assessment of the SDBIP MPPR Reg. 14	Entity board of directors must approve and submit proposed budget and plans for next three-year budgets to parent municipality at least 150 days before the start of the budget year <b>MFMA s 87(1)</b>	Accounting officer reviews proposed national and provincial allocations to municipality for incorporation into the draft budget for tabling. (Proposed national and provincial allocations for three years must be available by 20 January) <b>MFMA s 36</b>



MONTH	ACTIVITIES				
	IDP	PMS	BUDGET		
<b>FEBRUARY</b>	Review of Municipal Strategies, Objectives, KPA's, KPI's and targets. Identification of priority IDP projects. Alignment of the draft budget and capital investment framework with the SDF	Make public annual report and invite community inputs into report (MFMA Sect 127 & MSA Sect 21a)	Council considers municipal entity proposed budget and service delivery plan and accepts or makes recommendations to the entity <b>MFMA s 87(2)</b>	Accounting officer finalises and submits to Mayor proposed budgets and plans for next three-year budgets taking into account the recent mid-year review and any corrective measures proposed as part of the oversight report for the previous years audited financial statements and annual report Accounting officer to notify relevant municipalities of projected allocations for next three budget years 120 days prior to start of budget year <b>MFMA s 37(2)</b>	Prepare detailed budgets and plans for the next three years. Executive adopts budget and plans and changes to IDP.
<b>MARCH</b>	Review of Municipal Strategies, Objectives, KPA's, KPI's and targets. Initiate preparation of Capital Investment Plan. Initiate preparation of Financial Plan. Conclusion of Sector Plans initiated for the previous financial year and integration into the IDP Review report. Finalisation of the SDF Submissions of Draft 2014/15 Reviewed IDPs to COGTA	Council to consider and adopt an oversight report [Due by 31 March <b>MFMA Sec 129(1)</b> ] Submit annual to AG, Provincial & DTLGA (MFMA Sect 127) Set performance objectives for revenue for each budget vote (MFMA Sect 17)	Entity board of directors considers recommendations of parent municipality and submit revised budget by 22nd of month <b>MFMA s 87(2)</b> Mayor tables municipality budget, budgets of entities, resolutions, plans, and proposed revisions to IDP at least 90 days before start of budget year <b>MFMA s 16, 22, 23, 87; MSA s 34</b>	Accounting officer publishes tabled budget, plans, and proposed revisions to IDP, invites local community comment and submits to NT, PT and others as prescribed <b>MFMA s 22 &amp; 37; MSA Ch 4 as amended</b> Accounting officer reviews any changes in prices for bulk resources as communicated by 15 March <b>MFMA s 42</b>	Mayor tables budget, resolutions, plans and changes to IDP at least 90 days before the start of the financial year.



MONTH	ACTIVITIES				
	IDP	PMS	BUDGET		
APRIL	<p>Incorporation of DORA information into the IDP document.</p> <p>Prepare departmental business plans linked to the IDP strategies, objectives, KPI's and targets.</p> <p>Identify departmental allocations from Municipality's Own Funds.</p> <p>Workshops with Portfolio Councillors to identify projects to which Own Funds will be allocated to.</p> <p>Preparation of Capital Investment Plan.</p> <p>Preparation of Financial Plan.</p> <p>Conclusion of Sector Plans initiated for the previous financial year and integration into the IDP Review report.</p> <p>Convening of decentralised IDP Assessment Forums</p>	<p>Refinement of Municipal Strategies, Objectives, KPA's, KPI's and targets and inclusion into IDP Review report.</p> <p>Submit Annual Report to Provincial Legislature/MEC Local Government [Due mid-April <b>MFMA Sec 132(2)</b>]</p> <p>S57 Managers' Quarterly Performance Assessments</p> <p>Publicise Annual Report [Due mid- April <b>MFMA Sec 129(3)</b>]</p> <p>Quarterly Annual Report [Due mid-April <b>MFMA Sec 129(3)</b>]</p> <p>Budget for expenses of audit committee</p>	<p>Consultation with national and provincial treasuries and finalise sector plans for water, sanitation, electricity etc</p> <p><b>MFMA s 21</b></p>	<p>Accounting officer assists the Mayor in revising budget documentation in accordance with consultative processes and taking into account the results from the third quarterly review of the current year</p>	<p>Consultation with National and Provincial Treasuries and finalise sector plans, water and sanitation, electricity, etc.</p> <p>Public hearings on the Budget, Council Debate on Budget and Plans.</p>
MAY	<p>Public participation process launched through series of public hearings on the IDP and Budget.</p> <p>Prepare departmental business plans linked to the IDP strategies, objectives, KPI's and targets.</p> <p>IDP Assessment feedback</p>	<p>Annual review of organisational KPIs (MPPR Reg. 11)</p> <p>Review annual organisational performance targets (MPPR Reg. 11)</p>	<p>Public hearings on the budget, and council debate. Council consider views of the local community, NT, PT, other provincial and national organs of state and municipalities. Mayor to be provided with an opportunity to respond to submissions during consultation and table amendments for council</p>	<p>Accounting officer assists the Mayor in preparing the final budget documentation for consideration for approval at least 30 days before the start of the budget year taking into account consultative processes and any other new information of a material nature</p>	<p>Public hearings on the Budget, Council Debate on Budget and Plans.</p> <p>Council adopts budget, resolutions, capital implementation plans, objectives and changes in IDP.</p>



MONTH	ACTIVITIES				
	IDP	PMS	BUDGET		
			consideration. Council to consider approval of budget and plans at least 30 days before start of budget year. <b>MFMA s 23, 24; MSA Ch 4 as amended</b> Entity board of directors to approve the budget of the entity not later than 30 days before the start of the financial year, taking into account any hearings or recommendations of the council of the parent municipality <b>MFMA s 87</b>		
<b>JUNE</b>	IDP RF meeting to consider the amendments to the IDP. EXCO recommends adoption of the IDP to Council. Council workshop on the IDP. Adoption of the IDP by Council.	Community input into organisation KPIs and targets Quarterly Audit Committee meeting MFMA Sect 166 & MPPR Reg. 14(3)(a)	Council must approve annual budget by resolution, setting taxes and tariffs, approving changes to IDP and budget related policies, approving measurable performance objectives for revenue by source and expenditure by vote before start of budget year <b>MFMA s 16, 24, 26, 53</b> Mayor must approve SDBIP within 28 days after approval of the budget and ensure	Accounting officer submits to the mayor no later than 14 days after approval of the budget a draft of the SDBIP and annual performance agreements required by s 57(1)(b) of the MSA. <b>MFMA s 69; MSA s 57</b> Accounting officers of municipality and entities publishes adopted budget and plans <b>MFMA s 75, 87</b>	Publish budget and plans. Finalise performance contracts and delegation.



MONTH	ACTIVITIES			
	IDP	PMS	BUDGET	
			<p>that annual performance contracts are concluded in accordance with s 57(2) of the MSA. Mayor to ensure that the annual performance agreements are linked to the measurable performance objectives approved with the budget and SDBIP. The mayor submits the approved SDBIP and performance agreements to council, MEC for local government and makes public within 14 days after approval.</p> <p><b>MFMA s 53; MSA s 38-45, 57(2)</b></p> <p>Council must finalise a system of delegations.</p> <p><b>MFMA s 59, 79, 82; MSA s 59-65</b></p>	



### 3. ISSUES, MECHANISMS AND PROCEDURES FOR ALIGNMENT AND CONSULTATION

#### 3.1. The Amajuba IDP and Budget/PMS and IDP Steering Committee

The primary forums and steering committee for the alignment of the four IDP's in the Amajuba District Municipality are the District Area Planners Forum (ADM family of municipalities and CoGTA) which encapsulated that IDP Steering Committee. The other forum is the IDP Representative Forum which includes external stakeholders such as sector departments.

These forums meet on a quarterly basis, the DAPF takes place once every quarter and the IDP-RF takes place once every quarter from quarter two. It must be noted that from time-to-time other alignment meetings may be called to address specific needs that may arise.

IDP/PMS and Budget alignment matters are discussed at the Budget Steering Committee on a monthly basis.

### 4. BINDING PLANS AND PLANNING REQUIREMENTS AT PROVINCIAL AND NATIONAL LEVELS

#### 4.1. Introduction

**Annexure B** contains applicable legislation and policies that impact on the IDP process as identified by the Department of Co-operative Governance Traditional Affairs (COGTA). It is noted that this document was prepared in 2001 and may be dated. Sections 4.2 and 4.3 identify additional legislation that impacts on municipalities in the IDP process.

#### 4.2. INTEGRATED DEVELOPMENT PLANNING

Important legislation binding the compilation of the IDP process includes:

- § The Municipal Systems Act.
- § The Municipal Structures Act.
- § The Structures Amendments Act (Section 84).
- § The Demarcation Act.
- § The Constitution of the Republic of South Africa (Schedule A and B which governs powers and functions).
- § The Water Act.
- § The Municipal Financial Management Act (MFMA).



- § Local Government Municipal Planning and Performance Management Regulations.

#### 4.3. BUDGET PREPARATION

Important legislation impacting upon the municipal budget preparation processes include:

- § Division of Revenue Act.
- § The Municipal Finance Management Act.
- § The Local Authorities Ordinance.
- § Local Government Municipal Planning and Performance Management Regulations.

### 5. Procedures and Principles for the Monitoring of the Planning Process and Amendment of the Framework

As indicated in Guide Pack 2 (DPLG, p6), the compliance of the IDP processes of all municipalities with the Framework Plan has to be carefully monitored by the District in order to undertake corrective actions in time if some municipalities fail to adhere to the timeframes.

#### 5.1. MONITORING OF THE IDP REVIEW PROCESS

Monitoring of the IDP Review Process of the four IDP's will be undertaken at the Amajuba IDP and PMS Committee meetings. IDP Managers from the four municipalities will provide progress reports to the meeting which will indicate:

- § How their IDP's are progressing;
- § Any deviations from their approved Process Plans; and
- § Any deviations from the Framework Plan.

#### 5.2. AMENDMENTS TO THE FRAMEWORK PLAN

Depending on the progress of the four IDP's mentioned in Section 5.1 above, amendments may be required to the Framework Plan. Any amendments will be tabled at the Amajuba IDP and PMS Co-ordination Committee meetings.

SIGNED: \_\_\_\_\_

THE MAYOR: AMAJUBA DISTRICT MUNICIPALITY

DATE: \_\_\_\_\_

SIGNED: \_\_\_\_\_

THE MUNICIPAL MANAGER: AMAJUBA DISTRICT MUNICIPALITY

DATE: \_\_\_\_\_

SIGNED: \_\_\_\_\_

THE IDP MANAGER: AMAJUBA DISTRICT MUNICIPALITY

DATE: \_\_\_\_\_



SIGNED: \_\_\_\_\_

THE IDP MANAGER: NEWCASTLE MUNICIPALITY

DATE: \_\_\_\_\_

SIGNED: \_\_\_\_\_

THE IDP MANAGER: DANNHAUSER MUNICIPALITY

DATE: \_\_\_\_\_

SIGNED: \_\_\_\_\_

THE IDP MANAGER: UTRECHT MUNICIPALITY

DATE: \_\_\_\_\_



## ANNEXURE A

The following is an extract from the Municipal Systems Act which identifies the relevant sections compelling District Municipalities to compile a Framework Plan.

### **The Municipal Systems Act**

27. Framework for integrated development planning.—

(1) Each district municipality, within a prescribed period after the start of its elected term and after following a consultative process with the local municipalities within its area, must adopt a framework for integrated development planning in the area as a whole.

(2) A framework referred to in subsection (1) binds both the district municipality and the local municipalities around the district municipality, and must at least—

(a) identify the plans and planning requirements binding in terms of national and provincial legislation on the district municipality and the local municipalities or on any specific municipality;

(b) identify the matters to be included in the integrated development plans of the district municipality and the local municipalities that require alignment;

(c) specify the principles to be applied and co-ordinate the approach to be adopted in respect of those matters; and

(d) determine procedures—

(i) for consultation between the district municipality and the local municipalities during the process of drafting their respective integrated development plans; and

(ii) to effect essential amendments to the framework.



## ANNEXURE B

**IDP FRAMEWORK GUIDELINE: APPLICABLE LEGISLATION & POLICIES FOR KWAZULU-NATAL MUNICIPALITIES IN INTEGRATED DEVELOPMENT PLANNING**

Table 3: Legislation applicable

LEGISLATION	RESPONSIBLE DEPARTMENT	SUBJECT MATTER	RESPONSIBILITY	APPROVAL
<b>Development Facilitation Act, 1995 (Act No. 67 of 1995)</b>	Department of Co-operative Governance Traditional Affairs	<b>Land Development Objectives</b> Spatial development Spatial integration Sustainable development Bulk infrastructure planning Settlement density Land use control Development strategies Administrative structures Housing delivery	Municipalities	Municipalities & MEC Local Government
<b>KwaZulu Land Affairs Act (Act No. 11 of 1992)</b>	Department of Co-operative Governance Traditional Affairs	To provide for disposal of Govt land, rights to land tenure, registration of title, development, use and subdivision of land and removal of restrictive conditions	Municipalities	Department of Co-operative Governance Traditional Affairs
<b>Less Formal Township Establishment Act (Act 113 of 1991)</b>	Department of Rural Development & Land Affairs	Shortened procedures for designation, provision and development of land and establishment of townships, less formal forms of residential settlement, regulating use of land by tribal communities for communal forms of residential settlement	Municipalities	Department of Co-operative Governance Traditional Affairs
<b>Removal of Restrictive Conditions Act (Act No 84 of 1967)</b>	Department of Rural Development & Land Affairs	To alter, suspend or remove certain restrictions and obligations in respect of land in the province	Municipalities	Department of Co-operative Governance Traditional Affairs

LEGISLATION	RESPONSIBLE DEPARTMENT	SUBJECT MATTER	RESPONSIBILITY	APPROVAL
<b>Upgrading of Land Tenure Rights Act (Act No 112 of 1991)</b>	Department of Rural Development & Land Affairs	Upgrading and conversion of certain rights, granted in respect of land and for the transfer of tribal land in full ownership of tribes	Municipalities	Department of Co-operative Governance Traditional Affairs and Human Settlements (jointly administered)
<b>KwaZulu –Natal Palnning Development Act (No 6 of 2008)</b>	Department of Co-operative Governance Traditional Affairs	Establishment of private townships, sub-division and layout of land for building purposes or urban settlement and the preparation and carrying out of town planning schemes	Municipalities	Department of Co-operative Governance Traditional Affairs
<b>Municipal Systems Act (No. 32 of 2000)</b>	Department of Co-operative Governance Traditional Affairs	<b>Integrated Development Plans</b> Strategic planning Multi-sectoral planning, co-ordination & alignment	Municipalities	Municipalities. MEC Local Government may require amendment to IDP
<b>Water Services Act, 1997 (Act No. 108 of 1997)</b>	Department of Water Affairs and Forestry	<b>Water Services Plans</b> Provision and delivery of water services	Water Services Authorities/ Municipalities	Water Services Authorities
<b>National Land Transport Transition Act (Act No. 22 of 2000)</b>	Department of Transport	<b>Transport Plans</b> Public transport plan operational plan Integrated transport plan Operational plan.	Transport Authorities Municipalities	Transport Authorities Municipalities
<b>National Housing Act, 1997 (Act No. 107 of 1997)</b>	Department of Human Settlements	<b>Housing Delivery Plans</b> Provision and delivery of housing.	National & Provincial Government, Municipalities	National & Provincial Govt., Municipalities
		Environmental Management Plans		

LEGISLATION	RESPONSIBLE DEPARTMENT	SUBJECT MATTER	RESPONSIBILITY	APPROVAL
<b>National Environmental Management Act (Act No. 107 of 1998)</b>	Department of Agriculture & Environmental Affairs & Rural Development	Environmental principles Environmental Implementation and management plans	Certain national departments and each province	Relevant department in the province
<b>Environmental Conservation Act</b>	Department of Agriculture & Environmental Affairs & Rural Development	Provides for the effective protection and controlled utilization of the environment and for matters incidental thereto	Minister/ Administrator/ local authority	Minister/ Administrator/ local authority
<b>Municipal Structures Act, 1998 (Act No. 117 of 1998)</b>	Department of Co-operative Governance Traditional Affairs	Municipal establishment and determination of powers and functions of Municipalities	Municipalities	N/A
<b>Public Finance Management Act (Act No. 1 of 1999) &amp; Treasury Regulations</b>	National Treasury	<b>economic, efficient &amp; effective management of public finances</b> transferred from National or Province to Municipalities through sound accounting and internal control systems	Municipalities	National & Provincial Treasury
<b>Municipal Finance Management Bill (2000)***</b>	National Treasury	<b>economic, efficient &amp; effective management of municipal finances</b> through sound accounting and internal control systems	Municipalities	National & Provincial Treasury
<b>Property Rating Bill (2000)***</b>	Department of Co-operative Governance Traditional Affairs	Creation & maintenance of sustainable municipal rates base	Municipalities	N/A
<b>Promotion of Administrative Justice Act (Act No. 3 of 2000)</b>	Department of Justice	Fair Administrative Procedures	Municipalities	N/A
<b>Promotion of Access to Information Act (Act No. 2 of 2000)</b>	Department of Justice	Freedom of access to public information	Municipalities	N/A
<b>Interim Protection of Informal Land Rights Act (Act No. 31 of 1996)</b>	Department of Rural development Land Affairs	Provides for the temporary protection of certain rights to and interests in land which are not otherwise adequately protected by law.	Minister Land Affairs	Department of Land Affairs

LEGISLATION	RESPONSIBLE DEPARTMENT	SUBJECT MATTER	RESPONSIBILITY	APPROVAL
<b>Ingonyama Trust Act (Act No.3 of 1994)</b>	Department of Rural Development & Land Affairs	Provides for the transfer of all land under the jurisdiction of the former KZN Government to the Ingonyama Trust. His majesty the King has been appointed as the sole trustee of the Trust and the Trust is to be administered for the benefit, material welfare and social well-being of the members of Tribes and communities which have been identified in the Kwa-Zulu Amakhosi and Iziphakanyiswa Act (Act 9 of 1990).	Former Kwa-Zulu areas	Ingonyama Trust Board
<b>Ingonyama Trust Amendment Act (Act No.9 of 1997)</b>	Department of Rural development & Land Affairs	<ul style="list-style-type: none"> <li>- Establishes the Ingonyama Trust Board.</li> <li>- Transfers all land in former R293 townships to municipalities.</li> <li>- Transfers land used for state domestic purposes to the National or Provincial Government.</li> </ul>	Former Kwa-Zulu areas	Ingonyama Trust Board
<b>Extension of Security of Tenure Act, Act 62, 1997</b>	Department of Rural Development & Land Affairs	Provides for measures with State assistance to facilitate long-term security of land tenure; to regulate the conditions of residence on certain land; to regulate the conditions on and circumstances under which the right of persons to reside on land may be terminated: and to regulate the conditions and circumstances under which persons, whose right of residence has been terminated, may be evicted from land; and to provide for matters connected therewith.	Municipalities	Department of Rural Development & Land Affairs
<b>Labour Tenants Act, Act 3 of 1996.</b>	Department of Rural Development & Land Affairs	Provides for the security of tenure of labour tenants and those persons occupying or using land as a result of their association with labour tenants, to provide for the acquisition of land and	Municipalities	Department of Rural Development & Land Affairs

LEGISLATION	RESPONSIBLE DEPARTMENT	SUBJECT MATTER	RESPONSIBILITY	APPROVAL
		rights in land by labour tenants . The date for lodgment of claims in terms of this act has passed. Some 2600 claims have been received by the Provincial Land Reform Office.		
<b>Restitution Act, Act 22 of 1994</b>	Department of Rural Development & Land Affairs	Provides for the restitution of rights in land in respect of which persons or communities were dispossessed under or for the purpose of furthering the objects of any racially based discriminatory law.. (administrative responsibility lies with the Provincial Restitution Commission	Municipalities	Land Restitution Commission
<b>Provision of Land and Assistance Act, Act 126, 1993</b>	Department of Rural Development & Land Affairs	Provides for the designation of certain land; to regulate the subdivision of such land and the settlement of persons thereon; to provide for the rendering of financial assistance for the acquisition of land and to secure tenure rights; and to provide for matters connected therewith.	Municipalities	Department of Rural Development & Land Affairs
<b>KwaZulu Amakhosi and Iziphakanyiswa Act (Act No.9 of 1990)</b>	Department of Co-operative Governance Traditional Affairs	Provides for the establishment of Tribal Authorities, Community Authorities and Regional Authorities and provides further for the powers, functions and duties of such Authorities in relation to the acquisition, control, settlement and development of all land within the jurisdiction of these Authorities.	Tribal Authorities, Community Authorities and Regional Authorities	Department of Co-operative Governance Traditional Affairs

Table 4: Policies applicable

POLICY	RESPONSIBLE DEPARTMENT	SUBJECT MATTER

POLICY	RESPONSIBLE DEPARTMENT	SUBJECT MATTER
<b>Reconstruction &amp; Development Programme (RDP)</b>	Office of the President	Development planning and service delivery. Local Economic Development.
<b>Growth, Employment &amp; Redistribution Strategy (GEAR)</b>	Office of the President	A (macro-economic) strategy for rebuilding and restructuring the economy. Contents include fiscal policy; monetary and exchange rate policy; trade, industrial and small enterprise policies; social and sectoral policies; public investment and asset restructuring; employment, wages and training; and policy coordination.
<b>Integrated Sustainable Rural Development Strategy (ISRDS)</b>	Office of the President	The ISRDS is designed to realize a vision that will attain socially cohesive rural communities with viable institutions, sustainable economies and universal access to social amenities, able to attract and retain a skilled and knowledgeable people, who are equipped to contribute to growth and development.
<b>Urban Development Framework</b>	Department of Human Settlements	Seeks to accommodate the growth and job creation orientation of GEAR with the more re-distributive and >people development= association of the RDP. It does so through the accommodation of the need to stimulate local economic development and enhanced global competitiveness of South African cities.
<b>Rural Development Framework (RDF)</b>	Department of Rural Development & Land Affairs	The RDF asserts a powerful poverty focus. It describes how government working with rural people aims to achieve a rapid and sustained reduction in rural poverty.
<b>Local Agenda (LA 21)</b>	Department of Agriculture & Environmental Affairs and Rural Development and Department of Co-operative Governance Traditional Affairs	Blueprint for Sustainable Development. Delivering basic environmental, social and economic services. Local level planning. Sustainable development of local urban settlements and communities.
<b>White Paper for Sustainable Coastal Development</b>	Department of Agriculture & Environmental Affairs & Rural Development	Sets out a Policy that aims to achieve sustainable coastal development in South Africa through integrated coastal management. Sustainable coastal development is enhancing the capacity of current and future generations to realize their human potential, within the context of maintaining diverse, healthy and productive coastal ecosystems.

POLICY	RESPONSIBLE DEPARTMENT	SUBJECT MATTER
<b>KwaZulu-Natal Environmental Implementation Plan (Draft First Edition)</b>	Department of Agriculture & Environmental Affairs & Rural Development	An environmental management system for integrating government policies, programmes and related plans. Provides an assessment of the present state of environmental management in the province.
<b>KwaZulu-Natal Provincial Growth &amp; Development Strategy (PGDS)</b>	Office of the Premier	A 2035 vision to create a dynamic, peaceful, secure, prosperous, healthy, educated, democratic, attractive and competitive province.
<b>KwaZulu-Natal Integrated Rural Development White Paper</b>	Department of Co-operative Governance Traditional Affairs	Its purpose is to identify policy instruments and specific strategies through which economic and social development of KZNs rural areas might be realized.
<b>Land Redistribution for Agricultural Development (LRAD)</b>	Department of Rural Development & Land Affairs	Primarily deals with agricultural land redistribution. Deals with the transfer of agricultural land to specific individuals or groups. Deals with commonage projects to improve access to municipal and tribal land for grazing purposes.
<b>Beneficial Occupation Policy for State Land</b>	Department of Rural Development & Land Affairs	Deals with the entitlements of rights holders of Interim Protection of Informal Rights Act on state land and Extension of Security of Tenure Act, in respect of state land disposal projects.
<b>National Policy Framework for Women's Empowerment and Gender Equality.</b>	Office of the Premier	Outlines South Africa's vision for gender equality and for how it intends to realize this ideal. It details the overarching principles which will be integrated by all sectors into their own sectoral policies, practices and programmes.
<b>UN Convention on the Rights and Welfare of the Child (ratified in 1995 by the government of South Africa)</b>	Office of the Premier	Recognizes that the child, for the full and harmonious development of his or her personality, should grow up in a family environment and in an atmosphere of happiness, love and understanding; the child should be prepared to live an individual life in society and brought up in the spirit of peace, dignity, tolerance, freedom, equality and solidarity.
<b>UN Declaration on the Rights of Disabled Persons</b>	Office of the Premier	Emphasizes the necessity of preventing physical and mental disabilities and of assisting disabled persons to develop their abilities in the most varied fields of activities and of promoting their integration as far as possible in normal life.