

MOPANI DISTRICT MUNICIPALITY

IDP FRAMEWORK/ PROCESS PLAN 2027/28

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1 Introduction

The Municipal Systems Act No. 32 of 2000 (as amended) on section 27 stipulates that 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. Section 28 of the Municipal Systems Act No. 32 of 2000 (as amended) further requires that each municipal Council adopt a process that would guide the planning, drafting, adoption and review of the IDP and Budget. The District and local municipalities within its area, have to carry out the planning process in accordance with the framework that is binding to both, and approved by a District Municipal Council. Each of the local municipalities, including the District must prepare a Process Plan to guide and manage the IDP Review process, in so far as planning, drafting and adoption, so as to ensure maximum community participation, transparency and accountability by all role players.

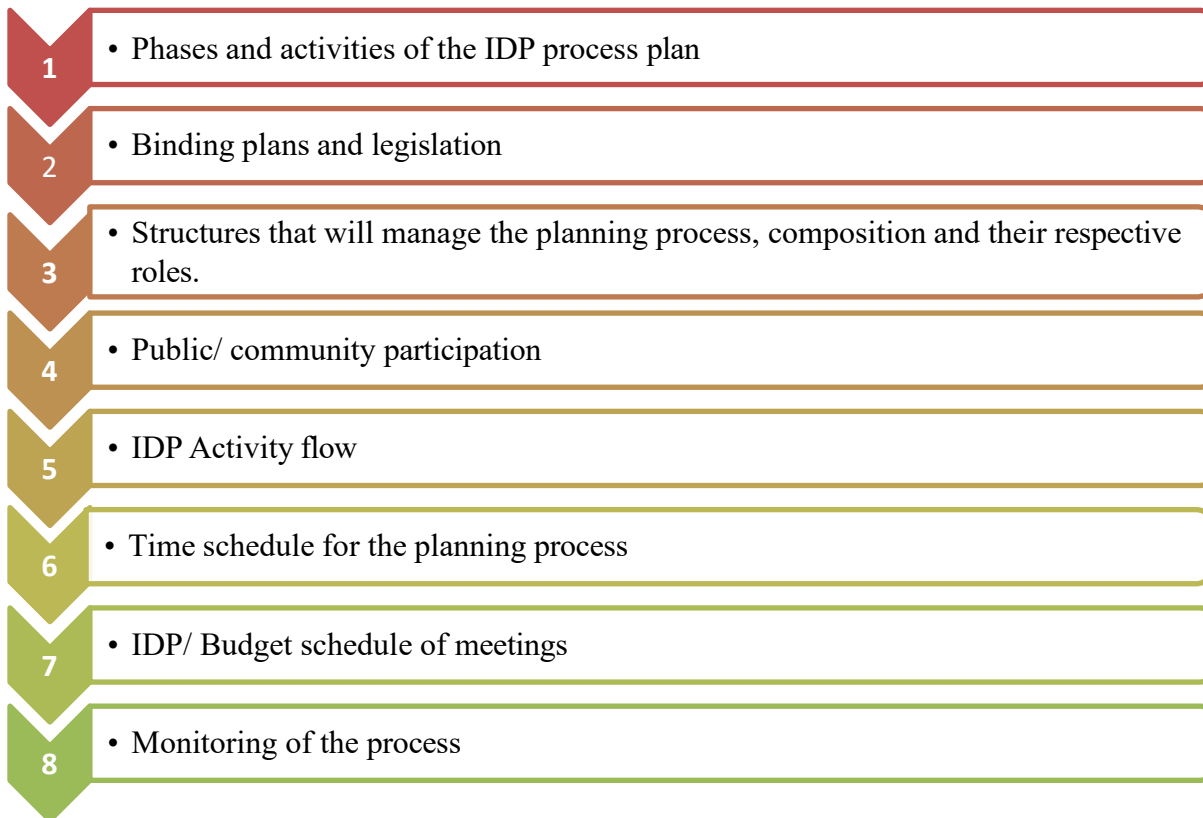
Clear and established mechanisms, procedures and processes for consulting with communities are imperative and should have been followed before such plan is adopted by Council. Section 21 of the Municipal Finance Management Act No. 56 of 2003 provides that at least 10 months before the start of the budget year, the Executive Mayor should table in the municipal council a time schedule outlining key deadlines for:

- (i) The preparation, tabling and approval of the annual budget; and
- (ii) The annual review of the integrated development plan in terms of section 34 of the Municipal Systems Act.

Having been agreed by both District and its Local municipalities, the Framework should become the benchmark from which every municipality sets its planning processes, to ensure harmony in the coordination of activities. In the event that disputes arise, the dispute breaking mechanisms should be in place for a solution. The Framework should provide structures that would deal with every activity and the line of command would also be clarified. The framework will also provide how the IDP would be implemented, monitored and evaluated.

2 Contents of Mopani District Municipality IDP Framework/ Process Plan

The Mopani District Municipality process plan outlines the following:



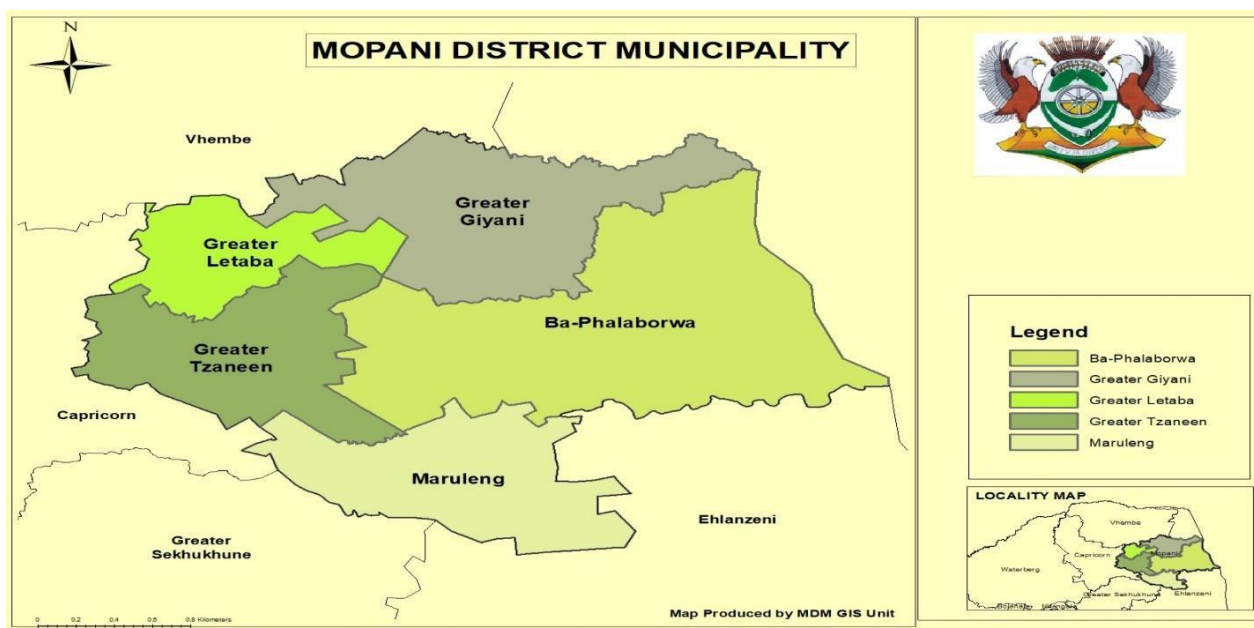
3 COMPONENTS OF THE DISTRICT MUNICIPALITY

Mopani District Municipality is made up of five local municipalities as defined/described in terms of the Municipal Demarcation Act 27 of 1998. The Local municipalities referred to here are:

- **Greater Letaba,**
- **Greater Giyani,**
- **Greater Tzaneen,**
- **Ba-Phalaborwa,**
- **Maruleng.**

The local municipalities are further demarcated in terms of wards, totaling to 129 wards in the whole district area, with 16 urban areas (towns and townships) and 354 villages (rural settlements).

Map 1: Local Municipalities and District Management Area (Kruger National Park) within Mopani District



4 Phases/ Stages of IDP

The table below shows the phases/ stages of the IDP process and activities entailed for the Review process of the IDP.

STAGES/ PHASES OF THE IDP PROCESS	
IDP PHASES	ACTIVITIES
PREPARATORY July - August 2026	- Development of the IDP Framework and Process Plan. - Identification and establishment of stakeholders and or structures and sources of information.
ANALYSIS PHASE Sept - November 2026	- Compilation of levels of development and backlogs that suggest areas of intervention.
STRATEGIES PHASE Dec 2026– January 2027	- Reviewing the Vision, Mission, Strategies and Objectives.
PROJECTS PHASE January - February 2027	- Identification of possible projects and their funding sources.
INTEGRATION PHASE February - March 2027	- Sector Plans Summary inclusion and programmes of action.
APPROVAL PHASE March - May 2027	- Submission of Draft IDP to Council. - Publication and Road-show on Public participation.

	- Amendments of draft IDP/Budget according to comments/ inputs. - Submission to Council for final approval and adoption.
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5 NATIONAL AND PROVINCIAL BINDING PLANS AND PLANNING REQUIREMENTS

Binding legislation

- The Constitution of the Republic of South Africa Act 108 of 1996
- Municipal Structures Act 117 of 1998
- Municipal Systems Act 32 of 2000 (as amended)
- Municipal Finance Management Act 56 of 2003
- Local Government: Municipal Demarcation Act 27 of 1998
- Spatial Planning and Land Use Management Act 16 of 2013
- White Paper on Local Government (1998)
- Inter-Governmental Relations Framework Act 13 of 2005
- National Environmental Management Act 107 of 1998
- National Environmental Management Act: Air Quality Act 39 of 2004
- National Land Transport Act 05 of 2009
- National Environmental Management Act: Waste Management Act 59 of 2008
- Water Services Act 108 of 1997
- Disaster Management Act 57 of 2002
- Fire Brigade Services Act 99 of 1987
- Basic Conditions of Employment Act, 1997

National and provincial development plans to be considered in the 2025/2026 IDP

- National Development Plan Vision 2030
- Medium Term Development Plan 2024-2029
- Limpopo Development Plan
- National Economic Reconstruction and Recovery Plan
- Integrated Urban Development Framework
- District Development Model
- National Spatial Development Plan

- Provincial Spatial Development Plan
- Sustainable Development goals: Agenda 2030
- Limpopo Renewable Energy Strategy
- Limpopo Provincial Research Development and Innovation Agenda: 2025-2030

Mopani District Municipality Sector Plans

No.	SECTOR PLAN	DATE DEVELOPED/ LAST REVIEWED (Date approved by Council)			
		Developed	Council approval date	Last Reviewed	Status
1.	Water Safety Plan	2021	-	2024	Valid
2.	Water Services Development Plan	2003	17 January 2023	January 2023	Valid
3.	Water Conservation and demand Man. Plan	2022	17 January 2023	January 2023	Valid
4.	Green Drop Improvement Plan	2022	-	2024	Valid
5.	Water and Sanitation Bylaws	2021	23 July 2021	July 2021	Valid
6.	Wastewater Risk Abatement Plan	2020	-	2021	Valid
7.	Water and Sanitation Master Plan	2022	17 January 2023	17 January 2023	Valid
8.	UIFW Reduction strategy	2021	07 Dec 2021	Dec 2021	Valid
9.	Funding Plan	2023	20 May 2025	May 2025	Valid
10.	Spatial Development Framework	2019	31 May 2020	May 2025	Valid
11.	Local Economic Development Strategy	2021	20 October 2021	October 2021	Under Review
12.	GIS Strategy	2020	31 May 2022	May 2022	Valid
13.	Disaster Management Plan	2009	29 July 2021	July 2021	Valid

14.	Integrated Waste Management Plan	2022	31 July 2023	July 2023	Valid
15.	Air quality Management Plan	2016	31 July 2023	July 2023	Valid
16.	Air Quality By-law	2021	25 July 2023	July 2023	Valid
17.	Municipal Health Services By-law	2022	28 July 2022	July 2022	Valid
18.	Fire By-law	2006	25 July 2023	July 2023	Valid
19.	Waste Management By-law	2021	28 July 2022	July 2022	Valid
20.	Fire Plan	2022	25 July 2023	July 2023	Valid
21.	District Integrated Transport Plan	2004	N/A	N/A	Under review
22.	Workplace Skills Plan	2021	31 April 2024	April 2025	Valid
23.	HRMD Strategy	Draft documents	Not adopted	N/A	Under review
24.	Risk Management Plan	2023	31 June 2025	2025	Valid
25.	Fraud Risk Management Plan	2023	31 June 2025	2025	Valid

6 LOCALIZED DEVELOPMENT PLANNING GUIDELINES

While national and provincial legislative provisions should guide the planning and development, municipalities will also look into the circumstances that are pertinent and particular to their areas. These would be referred to as Localized planning guidelines. Mopani District Municipality's development planning will therefore be guided locally by information with respect to:

- (i) **Down-stream:** Poverty stricken communities, drought, poor Socio- economic infrastructure, high skills shortage, disintegrated human settlement and Environmental degradation.
- (ii) **Up-stream:** High tourism, agriculture and mining potentials, Neighborliness with Mozambique.
- (iii) State of the Nation Address (SONA)
- (iv) State of the Province Address (SOPA)
- (v) State of Municipal Address (SOMA)

- (vi) State of the District Address (SODA)
- (vii) Prioritization model
- (viii) Availability of Resources

The above should guide areas of emphasis to project initiation and resource allocation.

7 ALIGNMENT ISSUES

Alignment is an instrument used to synthesize and integrate the top-down and bottom-up planning process between different spheres of government. Alignment should be between Local and District municipalities as well as National and Provincial government. All parties involved in the alignment need to be informed regarding their roles.

There are two types of alignment procedures that have to take place in the IDP process, i.e. **vertical and horizontal alignment**. These procedures complement each other, and the Mopani District municipality will ensure that both procedures are applied. **The horizontal alignment, which is between Local municipalities and the District (Category B & C municipalities)**, ensures that planning processes and issues are co-coordinated and addressed jointly. The District has the responsibility to ensure that horizontal alignment between the local municipalities does take place. On the other hand, the **vertical alignment is between local government (local and district municipalities) and other spheres of government (provincial and national sector Departments)** and also other stakeholders (state-owned enterprises) e.g. Eskom . These have to ensure that the IDP is in line with national and provincial policies, legislation and areas of focus, so that the support role of both national and provincial government to municipalities could fit well, e.g. budget and other resource allocations from government departments. As provided for in Section 35 of Municipal Systems Act 32/ 2000(as amended), the following milestones of alignment should be attained:

- (i) Budgeting process of the municipality should align with IDP process in the way that allocations would be informed by the priorities and objectives emanating from the IDP. It is imperative to ensure that all projects in the IDP should (where necessary) be budget-linked.
- (ii) National and Provincial Departments' programmes/projects at municipal levels should align with the municipal development priorities and objectives.
- (iii) Local government programmes at the District level should align with programmes at the local municipalities.
- (iv) All development initiatives by anyone (government, private sector or international agencies) should

only be approved on the basis that they have expression in the priorities and objectives of Mopani District family of Municipal IDPs.

(v) Local municipalities IDPs should inform the District IDP within the District framework.

(vi) The District should coordinate and harmonize the relations on projects that are located across any two or more local municipalities. That will include inter-district project ripple impact. Where need arises
Department

Strategy for Horizontal Alignment

The main responsibility of horizontal alignment lies with Mopani District, but the responsibility of aligning local issues at the municipal level lies with the municipality concerned. The IDP Managers Technical Committee, District Development Planning Forum will be responsible for the alignment between the local and district municipalities, and Provincial and National Departments. Further alignment will take place within the District IDP Representative Forum meetings, with representatives from local IDP Representative Forums. The District IDP should also align with adjacent municipalities, viz. Vhembe (Colins Chabane, Thulamela and Makhado) , Capricorn (Molemole and Polokwane), Ehlanzeni (Bushbuckridge and Thaba-Chweu) and Sekhukhune (Fetakgomo) for developmental issues of common interest.

Strategy for Vertical Alignment

The core component of vertical alignment will be through the Sectoral Cluster meetings in Economic, Social, Safety and Security, Infrastructure and Governance & Administration, that are convened at District and Provincial levels. Alignment with Provincial Departments may also be achieved through Provincial planning forum visiting the District. The District will review Stakeholders/Community membership participating in IDP on annual basis. Office of the Premier and CoGHSTA will supervise this level of alignment.

Sector Alignment

During the past IDP cycles, it has been noted that some municipalities in the district were struggling to develop the required sector plans. The district has an obligation to support such municipalities. Where these municipalities lack the capacity it is recommended that they partner with relevant sector Departments for assistance in the development of these plans.

8 APPROACH TO INTER AND INTRA MUNICIPAL ISSUES

In realization that Mopani is part of Limpopo province, part of South Africa, and abutting with Mozambique, Mpumalanga province and other municipalities, care shall be taken when dealing with issues that may have ripple effect to those entities. Meetings with them should be facilitated at any level where issues arise. For interaction with countries outside South Africa, Department of Foreign Affairs, Department of Cooperative Governance, Human Settlements and Traditional Affairs and Office of the Premier will be consulted.

Again, taking cognizance of the Local sphere of government's distinctive role, interrelated to National and Provincial spheres, all projects/ programmes of national, provincial, district-wide or local, taking place in a space that is managed directly by a Local municipality, courtesy shall be exercised in engaging the municipality concerned, to the level of the Ward committee/ Councilors.

9 IDP PROCESS ISSUES

- (b) The IDP process should align with the legislative time-frames as scheduled in MSA & MFMA.
- (c) Community involvement should be enshrined in the process from Preparatory phase to Approval and Implementation phases of the IDP. (MSA and MFMA).
- (d) Local municipalities IDP process should be informed by the Ward level development issues.
- (e) In all phases of the IDP Review process, Local municipalities should inform the District within the District frame-work.
- (f) Local municipalities shall submit the approved IDP documents and sector plans to the District Municipalities.
- (g) Capital projects in the Local municipal IDPs should also have expression in the District municipal IDP. Local Municipalities should ensure their responsibilities on projects within their localities and the District may only be engaged depending on the magnitude of a project.
- (h) Project proposals that are initiated after the approval of the IDP shall go into the next annual Review process or shall cause the amendment of the current IDP, in accordance with the process indicated in regulation 3 of the Municipal Planning and Performance Management Regulations, 2001.

10 IDP STRUCTURES/DRIVERS OF THE IDP PROCESS

The following structures will be responsible for the development, implementation and monitoring of the IDP of MDM. The Municipal Manager and the IDP Manager shall facilitate all IDP processes. The

Municipal Manager shall also provide administrative accountability to political oversight in the drafting of the IDP.

STRUCTURE	COMPOSITION	ROLE
Council	Members of Council (Chair: Speaker)	Approve/ adopt IDP.
IDP Representative forum	Government Departments, Local Municipalities (LMs), Traditional Leaders, PCO, CBOs, SOEs, NPOs, CDWs, Associations, Interest groups and Resource persons. District Managers and Councillors. (Chair: Executive Mayor)	-Debate and confirm priorities of the municipality in terms of Analysis, Strategies, Projects and Integration phases. Represent communities at strategic decision-making level.
IDP, Budget and PMS Steering Committee	Executive Mayor, Members of Mayoral committee, Municipal Manager and Senior Managers/Directors. (Chair: Executive Mayor)	-Manage the drafting of the IDP review. Provide input to IDP & Budget and support the IDP Rep forum. Present at IDP Rep forums.
IDP, Budget and PMS Technical Committee	Municipal Manager, Senior Managers/ Directors and IDP Manager as core members. Middle Managers are also to attend. (Chair: Municipal Manager)	- Responsible for drafting the IDP - Alignment of processes & plans - Horizontal alignment of DM and LMs plans. - Plan and prepare for IDP meetings. - Alignment of planning processes (IDP & Budget) - Consultation with various sectors on IDP. - Secretarial services to the IDP Rep forum.
IDP Managers Technical committee	(IDP Managers, PMS (LMs & MDM), CoGHSTA and OtP). (Chair: IDP Manager)	- Preparation of the District IDP Framework, Process plan and Code of Conduct for IDP Representative forum. - Compile/ coordinate reports for District Engagement sessions.
Mopani District Development Planning forum	National and provincial Sector depts., LMs, MDM & SOEs/parastatals, Agencies, NGO and private institutions as per need. (Chair: Municipal Manager)	-Vertical alignment of plans and implementation. -Reporting of progress. -Integration of Sector departments plans with municipal plans, Sharing common planning platform. -Communicate DDM/One Plan information.
Cluster committees	Members of portfolio committees and support Directorates. Chair:MMC	-Support the IDP Process with input.
IGR-Technical Committees:	❖ Economic & Spatial Technical committee (LMs, MDM, Sector depts. & SOEs) (Chair: Director Planning & Development)	- Implement the IDP - Develop Sector plans - Initiate projects

	Core-chair: LEDET ❖ Social Technical Committee: (LMs, MDM, Sector depts. & SOEs) (Chair: Director Community Services Core-Chair: Dept of Health.) ❖ Justice, Crime Prevention and Safety Technical committee: (LMs, MDM, Sector depts. & SOEs) Chair: Director Community Services Core-chair: DSSL. ❖ Transformation and Organisational Development Technical committee: (LMs, MDM, Sector depts., SOEs, SALGA) (Chair: Corporate Services Director Core-chair: LMs Corp. Directors/ CoGHSTA) ❖ Good Governance Technical comm. (LMs, MDM, CoGHSTA, OtP, SALGA) Chairperson: MOEM Core-chair: CoGHSTA ❖ Infrastructure Committee (LMs, MDM, Sector depts. & SOEs) (Chair: Director Infrastructure Management Core-chair: DPWRI & DWS) ❖ Finance Technical committee (LMs, MDM, CoGHSTA, P/Treasury, SALGA) Chairperson: MDM CFO Core-chair: Provincial Treasury	- Progress reporting on implementation
Provincial Government	MEC for Local Government (CoGHSTA).	Assess/Evaluate the IDP, comment and monitor its implementation.

11 INTERGOVERNMENTAL STRUCTURES THAT SUPPORT THE IDP PROCESS

In order to give effect to municipal planning in co-operative government, Mopani District Municipality has in terms of Intergovernmental Relations Act, sections 22 and 27, developed Intergovernmental Protocol Framework which provides for the establishment of structures that deal with alignment of development programmes and service delivery issues across spheres of government as well as organs of the state. The structures also deal with broad policy matters that provide bottle-necks breaking mechanisms in IDP processes and implementation. The Table below shows the structures, their composition and functions.

INTERGOVERNMENTAL STRUCTURES/ SUPPORT STRUCTURES TO IDP		
STRUCTURE	COMPOSITION	FUNCTIONS
Premier Intergovernmental Forum	Premier, Mayors, Heads of Departments, Municipal Managers (DMs and LMs).	• Service Delivery issues. • Inputs into draft national policies and legislation. • Implementation of national policies and legislation. • Coordination of Districts Cross-cutting issues.
HOD Lekgotla	HODs of Provincial & National Departments, Municipal Managers	• Implementation of provincial and national policies. • Support structure to Premier IGF.
District Intergovernmental Forum	• Exec. Mayor • Mayoral committee • Traditional leaders in Council • Mayors of Local Municipalities	• Inputs in the national and provincial policies and legislation. • Implement national and provincial policies and legislation. • Implement matters arising from Premier IGF. • Monitor Service delivery. • Coherent planning & Development.
District Managers' Forum	Municipal managers and Members of Management from District and Local municipalities and sector Departments.	• Provide technical support and implement decisions of the District Intergovernmental Forum. • Address IDP alignment issues. • Entrench coordination between LMs, MDM and sector Departments.
District Speakers' Forum	All Speakers of the Mopani district family of municipalities	• Monitor the functionality of the District-wide public participation policy framework, Ward Committees, Community Development Workers & facilitators and the Social partners.

District Ward Committee Forum	Five representatives from each of the five Local municipalities	• Implementation and monitoring of projects. • Community mobilization in issues of governance.
Audit Committee	Appointed members of AC	• IDP advisory
Municipal Public Account Committee	Members & Administrator	• Institutional performance monitoring on IDP/ Budget
Risk Management	Senior managers. Chairperson from external.	• IDP advisory

All structures dealing with IDP & Budget at the District level shall bear representation of local municipalities to ensure alignment at every stage of the IDP Process. All main IDP meetings of local municipalities shall have district representation. Programmes for meetings will be coordinated in harmony with one another to avoid or minimize clashes.

12 PUBLIC PARTICIPATION

IDP Process should allow for community involvement throughout the phases as well as in the implementation. The IDP Representative Forum is the core structure that will provide effective participation and representation of communities in the IDP Process. At the lowest level the structure that provides avenue for community participation in the form of information sharing in the IDP/ Budget Process is the District Ward Committee Forum.

Areas of focus are in the identification of strategic development priorities as well as prioritizing resource allocation to programmes and projects. Every phase of the planning process should allow for public debates, recommendations and/or decisions that will guide District Municipal Council in its independent decision-making platform.

Mechanisms of Public participation

- IDP Rep Forum
- Public participation road shows
- Electronic and print media (Local Newspaper, Municipal website)

13 IDP ACTIVITY FLOW

- The IDP Manager shall be the Secretariat of the IDP Technical Committee.
- The IDP Technical Committee shall do the drafting of the Draft IDP Framework and Process Plan through consultation with Local Municipalities and Sector Departments.
- The IDP Technical Committee shall be the secretariat and shall submit the Draft Framework and Draft Process Plan to IDP Representative Forum.
- The Executive Mayor shall present the Draft Framework & Draft Process Plan to the IDP Representative Forum through the Municipal Manager.
- The Draft Framework & Draft Process Plan shall be presented to the Mayor's IDP Committee by the Municipal Manager.
- Mayoral Committee shall submit the Draft IDP Framework and Draft Process plan to Council through the Executive Mayor.
- Municipal Manager shall co-ordinate the Technical Committee in the drafting of the IDP/ Budget in all phases.
- Executive Mayor shall provide leadership oversight in the planning process in all phases, ensuring involvement of communities and all stakeholders and adherence to time schedules in all key activities.

14 ALIGNMENT ACTIVITY PROGRAMME

Alignment of activities Local municipalities

MUNICIPALITY	IDP PHASE	COMMENCEMENT DATE	ENDING DATE	IDP REP FORUM DATE	STRATEGIC PLANNING SESSION DATE	PUBLIC PARTICIPATION DATES
Mopani District Municipality	Preparatory	July 2026	August 2026	21 August 2026	03 – 05 February 2027	13 – 30 April 2027
	Analysis	September 2026	November 2026	20 November 2026		
	Strategy	December 2026	February 2027	N/A		
	Project	February 2027	March 2027	26 March 2027		
	Integration	March 2027	April 2027	N/A		
	Approval	March 2027	May 2027	21 May 2027		
Maruleng Local Municipality	Preparatory	July 2026	July 2026	27 July 2026	18-22 January 2027	05– 14 May 2027
	Analysis	August 2026	September 2026	26 September 2026		
	Strategy	November 2026	December 2026	N/A		
	Project	January 2027	March 2027	23 March 2027		
	Integration	March 2027	April 2027	N/A		
	Approval	March 2027	May 2027	24 May 2027		
Ba-Phalaborwa Local municipality	Preparatory	July 2026	August 2026	24 July 2026	02– 04 December	02 –28 April 2027
	Analysis	August 2026	October 2026	07 September 2026		

	Strategy	December 2026	February 2027	N/A	2026	
	Project	February 2027	March 2027	19 March 2027		
	Integration	February 2027	March 2027	N/A		
	Approval	March 2027	May 2027	17 May 2027		
Greater Letaba Municipality	Preparatory	July 2026	July 2026	27 July 2026	January 2027	22 April to 02 May 2027
	Analysis	August 2026	September 2026	15 October 2026		
	Strategy	October 2026	December 2026	N/A		
	Project	January 2027	March 2027	27 March 2027		
	Integration	February 2027	April 2027	N/A		
	Approval	May 2027	June 2027	20 May 2027		
Greater Tzaneen Municipality	Preparatory	July 2026	August 2026	14 August 2026	December 2026	April 2027
	Analysis	September 2026	October 2026	October 2026		
	Strategy	November 2026	February 2027	N/A		
	Project	February 2027	March 2027	March 2027		
	Integration	February 2027	March 2027	N/A		
	Approval	March 2027	June 2027	May 2027		
Greater Giyani Municipality	Preparatory	July 2026	July 2026	22 July 2026	07 - 11 December 2026	12 – 30 April 2027
	Analysis	August 2026	September 2026	30 September 2026		
	Strategy	November 2026	December 2026	N/A		
	Project	January 2027	March 2027	10 March 2027		
	Integration	February 2027	March 2027	N/A		
	Approval	May 2027	July 2027	13 May 2027		

Alignment activities (three spheres of government)

In order to realize the mutual relationship between the District and its Local Municipalities, a process Schedule needs to be put in place, supported by Activity plan and agreed upon by all parties and further approved by the Municipal Council so that it will remain binding to all role players. The Activity Plan shall take into account the Provincial planning cycle in order to open for support by departments sector.

ALIGNMENT ACTIVITIES	Time frame		
	District Municipality	Local Municipalities	Sector Departments
Preparatory phase	31 Aug. 2026	31 July 2026	July 2026
Status Quo Analysis phase	30 Nov. 2026	30 Nov 2026	Sept. 2026
Strategies phase	29 Jan. 2027	31 Dec. 2026	Nov–Dec 2026*
Project phase	26 Feb. 2027	26 Feb. 2027	Feb.-March 2027
Integration and adoption phase	31 March 2027	31 March 2027	*
Council approves Draft IDP/ Budget	31 March 2027	31 March 2027	*
Publication for comments on Draft IDP/ Budget	10 April – 4 May 2027	10 April – 4 May 2027	*
Public participation Roadshows	April - May 2027	April – May 2027	*
Final Adoption of IDP/ Budget by Municipal Councils	31 May 2027	31 May 2027	*
Compilation of draft SDBIP for 2026/27 financial year.	June 2027	June 2027	*
All IDPs and Budgets submitted to National Treasury, MEC, etc.	14 June 2027	14 June 2027	*
Public Notice on the adoption of IDPs.	20 June 2027	20 June 2027	*

* indicates the Local, District municipalities and or Sector departments involvement in an activity.

15 DISTRICT DEVELOPMENT PLANNING FORUM

Government is still experiencing some appalling levels of planning paralysis, and this impacts negatively on the Integrated Development Planning processes. As a result, Mopani District Municipality on the 3rd July 2023 launched The Mopani District Development Planning Forum to bridge a perceived planning social distance between municipalities, sector departments and other sectors. The main objectives of the forum are to close the perceived social distance between sector departments, open a single window of coordination in the local government space, internalize understanding on the District Development Model and One Plan, and reduce the level of planning paralysis within government sectors.

Role of the Mopani District Development Planning Forum

- Coordination and consolidation of plans from all participating sectors.
- Ensure a responsive, caring and accountable local government by responding to principles of back to basics.
- Work together with every stakeholder to ensure availability of a hub for each DDM work-stream.
- Ensure implementation, monitoring and evaluation in line with principles of performance management.
- Ensure compliance and alignment with provincial planning protocols.
- Communicate DDM/One Plan information to all affected institutions for capacity building purposes.
- Ensure that there are sessions aimed at bridging the information gap among forum participants.
- Ensure improved participation

District Development Planning Forum Meetings

District Development Planning Forum meetings shall be held quarterly in line with the IDP/DDM/One Plan processes. Mopani District Municipality shall coordinate and preside over the forum meetings. All sectors shall be allowed to submit items which need the attention of the forum. Sectors are expected to delegate relevant officials as per the roles of the forum. Mopani District Municipality shall provide secretariat services to all meetings.

16 IDP, BUDGET AND PMS SCHEDULE OF MEETINGS

Month	Activity	Responsible Department	Timeframe
			Mopani District Municipality
IDP			
July - August 2026	Preparatory Phase	Office of the MM	Meeting dates
	IDP Managers Forum (Framework & Process Plan)	Manager Strategic Support	27 July 2026
	IDP, Budget & PMS Operational Meeting (IDP Framework & Process Plan)	Manager Strategic Support	07 August 2026
	IDP, Budget & PMS Technical Meeting (IDP Framework & Process Plan)	Municipal Manager	12 August 2026
	IDP, Budget & PMS Steering Meeting (IDP Framework & Process Plan)	Executive Mayor	14 August 2026
	IDP Rep forum meeting	Executive Mayor	21 August 2026
	Council sitting (Adoption of 2027/28 IDP Process Plan)	Council	28 August 2026
BUDGET AND MSCOA			
July-August 2026	2026/27 internal analysis of financial and non-financial performance. Determine financial position and assess financial capacity against future strategies.	Budget and Treasury CFO	01/07/2026 – 31/08/2026
	mSCOA Steering Meeting	Municipal Manager	31/08/2026

Month	Activity	Responsible Department	Timeframe
			Mopani District Municipality
PMS			
July – August 2026	Compilation of 2025/26 4 th quarterly report	Manager Strategic Planning	31/07/2026
	Conclude 2026/27 annual performance agreements	Manager Strategic Planning	31/08/2026
	Submit final approved SDBIP	Deputy Manager PMS	31/08/2026
	Make public the 2026/27 SDBIP	Deputy Manager PMS	31/08/2026
	Submission to MEC: CoGHSTA	Deputy Manager PMS	31/08/2026
	Place 2026/27 annual performance agreements on the municipal website.	Manager Strategic Support	31/08/2026
IDP			
September-October 2026	Analysis Phase	Office of the MM	Meeting dates
	District Development Planning Forum (Analysis)	Municipal Manager	02/ October /2026
	IDP Budget & PMS Operational Meeting (IDP Analysis)	Manager Strategic Support	08/October/ 2026
	IDP Managers Forum meeting (IDP Analysis)	Manager Strategic Support	13/ October/ 2026
	IDP Budget & PMS Technical committee meeting (IDP Analysis)	Municipal Manager	15/ October/ 2026
	IDP Budget & PMS Steering committee meeting (IDP Analysis)	Executive Mayor	19/ October/ 2026

Month	Activity	Responsible Department	Timeframe
			Mopani District Municipality
	IDP Rep Forum meeting (IDP Analysis)	Executive Mayor	23/October/ 2026
BUDGET AND MSCOA			
March-May 2027	Consolidate draft core departments business plans & budgets	Budget and Treasury CFO	01/03/2027 – 21/03/2027
	Review resource frames and financial strategies	Manager Budget	01/03/2027– 21/03/2027
	mSCOA Steering Meeting	Manager Revenue	21/03/2027
PMS			
September-October 2026	Individual performance assessment report 2025/26 Annual	Office of MM All senior managers	30/09/2026
	Monthly performance reports	Municipal Manager	09/10/2026
	Continuation of preparations for 2025/26 annual report utilizing financial and non-financial information first reviewed as part of budget and IDP analysis	All senior managers	29/10/2026
	Compilation of 2026/27 first quarter institutional performance report	Municipal Manager	30/10/2026
IDP			
Nov – Dec 2026	Strategies phase IDP, Budget and PMS Operational meeting (strategies intent and programs)	Office of MM Manager Strategic Support	Meeting dates 02/ 12/ 2026
	District Development Planning Forum (strategies intent and programs)	Manager Strategic Support	08/ 12/ 2026

Month	Activity	Responsible Department	Timeframe
			Mopani District Municipality
	IDP, Budget and PMS Technical meeting (strategies intent and programs)	Municipal Manager	10/ 12/ 2026
BUDGET AND MSCOA			
March– May 2026	Draft five-year Financial Plan	Budget and Treasury CFO	01/07/2026
	mSCOA Steering Meeting	Municipal Manager	31/07/2026
PMS			
Nov –Dec 2026	Submission of 1 st Quarter Performance report to CoGHSTA	Office of Municipal Manager Manager Strategic Support	09/11/2026
	2 nd quarter Mayoral Imbizo	Manager Strategic Support	07/11/2026 – 31/12/2026
	Finalize the draft annual report incorporating financial and non-financial information on performance, audit reports and annual financial statements	All Senior Managers	31/12/2026
	Final submission of the performance information to PMS unit	All Senior Managers	18/12/2026
IDP			
January – Feb 2027	Strategies, Projects, Integration Phase IDP, Budget & PMS Operational meeting (Strategies, Projects prioritisation and Sector plans)	Office of the Municipal Manager Manager Strategic Support	Meeting 13/01/2027

Month	Activity	Responsible Department	Timeframe
			Mopani District Municipality
	IDP, Budget & PMS Technical meeting (Strategies, Projects prioritisation and Sector plans)	Municipal Manager	15/01/2027
	IDP, Budget & PMS Steering meeting (Strategies, Projects prioritisation and Sector plans)	Executive Mayor	22/01/2027
	Strategic Planning Sessions	Municipal Manager	03-05 February 2027
BUDGET AND MSCOA			
January – Feb 2027	Mid-Year Performance Assessment and recommend and adjustment budget, if necessary.	Budget and Treasury Municipal Manager	27/01/2027
	mSCOA Steering Meeting	Municipal Manager	22-29/01/2027
	Finalize the adjustment 2026/27 and draft SDBIP, finalize budget policies including tariff policy.	Municipal Manager	28/02/2027-31/03/2027
	Mid-year Budget engagement session (Provincial Treasury)	CFO Municipal Manager	24/02/2027
	Tabling and approval of an adjustments budget (if necessary)	Municipal Manager	28/02/2027
	MSCOA Steering meeting	Municipal Manager	26/02/2027
PMS			
January -February 2027	Compilation of Second quarter, Mid-year report	Office of MM Municipal Manager	05/02/2027

Month	Activity	Responsible Department	Timeframe
			Mopani District Municipality
	Individual Performance Assessments 2026/27 Mid-year	Municipal Manager	26/02/2027
	Place 2025/26 annual report on the municipal website	Municipal Manager	29/01/2027
	3 rd Quarter Mayoral Imbizo	Manager: Office of EM	31/03/2027
IDP			
March 2027	Integration and Approval Phase (Draft IDP)	Office of the Municipal Manager	Meeting dates
	IDP, Budget & PMS Operation committee meeting (Projects, Draft IDP 2027/28)	Manager Strategic Support	10/03/2027
	IDP Managers Forum Meeting	Manager Strategic Support	11/03/2027
	IDP, Budget & PMS Technical meeting (Draft IDP 2027/28 IDP)	Municipal Manager	12/03/2027
	IDP Steering Committee meeting (Draft IDP 2027/28 IDP)	Executive Mayor	17/03/2027
	IDP Representative Forum	Executive Mayor	23/03/2027
	Mayor table Draft 2027/28 IDP, Budget & PMS for adoption by Council.	Council	31/03/2027
BUDGET AND MSCOA			
March 2027	Consolidation of Draft 2027/28 annual budget.	Budget and Treasury Chief Financial Officer	01/03/2027 – 31/03/2027

Month	Activity	Responsible Department	Timeframe
			Mopani District Municipality
	Incorporate changes in prices for bulk resources and finalize tariff proposals for all charges.	Deputy Manager Budget	12/03/2027
	Distribute all budget documentation prior to meeting at which budget is to be tabled.	Deputy Manager Budget	19/03/2027– 26/03/2027
	Table in Council the 2027/28 tabled budget & all supporting documents.	Council	31/03/2027
	Submit the 2026/27 approved adjustments budget to the Provincial & National Treasury & any other affected organ of state (Immediately after council approves)	Municipal Manager	10/03/2027
PMS			
March 2027	Compile Oversight Report for 2025/26	Office of MM Municipal Manager	01/03/ 2027 - 30/03/2027
	Council adopts the 2025/26 annual report with the comments of the oversight committee.	Municipal Manager	31/03/2027
	Submit draft 2027/28 SDBIP to the Mayor	Manager Office of the Executive Mayor	31/03/2027
	Review implementation of budget and service delivery plan (SDBIP), identify problems and amend or recommend appropriate amendments.	Manager: Office of the Municipal Manager	31/03/2027

Month	Activity	Responsible Department	Timeframe
			Mopani District Municipality
IDP			
April 2027	Approval Phase Mayor’s IDP meeting (Public Participation briefing)	Office of Municipal Manager Manager Strategic Planning	Meeting dates 08 April 2027
	IDP Public Participation (Draft 2027/28 IDP& Budget, Indigent support, free basic services and credit control)	Executive Mayor	13 - 30 April 2027
BUDGET AND MSCOA			
April 2027	Make public the 2026/27 tabled annual budget & accompanying budget documentation, invite the community to submit representations and submit to Provincial & National Treasury and other affected organs of state.	Budget and Treasury CFO	10/04/2026
	Consultation on tabled budget, publicise and conduct public hearings and meetings within wards.	Budget Manager	05/04/2027 – 10/04/2027
	mSCOA Steering Committee Meeting	Budget Manager	12/04/2027
PMS			
April 2027	Submit the 2025/26 Annual Report & Oversight Report to Provincial Treasury, CoGHSTA, AG and Legislature.	Municipal Manager	08/04/2027
	Make public the 2025/26 oversight report	Municipal Manager	12/04/2027

Month	Activity	Responsible Department	Timeframe
			Mopani District Municipality
	Submission of third quarter Council	Municipal Manager	30/04/2027
	Submission of third quarter Coghsta	Municipal Manager	07/04/2027
IDP			
May – June 2027	Approval Phase (Final IDP)	Office of Municipal Manager	Meeting dates
	IDP, Budget and PMS operational committee (Final IDP 2027/28)	Manager Strategic Planning	05/05/2027
	IDP Managers Forum Meeting	Manager Strategic Support	06/05/2027
	IDP, Budget and PMS Technical committee (Final IDP 2027/28)	Municipal Manager	10/05/2027
	IDP, Budget & PMS Steering meeting (Final IDP 2027/28)	Municipal Manager	12/05/2027
	IDP Rep Forum (Considering the final IDP, Budget and PMS)	Executive Mayor	20/05/2027
	Tabling of Final 2027/28 IDP, Budget for final approval/adoption	Council	28/05/2027
BUDGET AND MSCOA			
May – June 2027	Draft benchmark exercise 2027/28	Budget and Treasury CFO	10-14/05/2027
	Submit approved IDP/Budget to national and provincial treasury, COGHSTA.	Budget Manager	14/06/2027

Month	Activity	Responsible Department	Timeframe
			Mopani District Municipality
PMS			
May - June 2027	4 th Quarter Mayoral Imbizo	Office of MM Municipal Manager	03/05/2027– 20/05/2027
	Approve 2027/28 SDBIP by the Executive Mayor final date under legislation	Municipal Manager	28/06/2027
	Noting the 2027/28 SDBIP by Council	Municipal Manager	30/06/2027

17 MONITORING AND EVALUATION OF THE IDP PROCESS PLAN

Mopani District Municipality will be responsible for monitoring its own IDP/ Budget Process Plan and ensure that the Framework is being followed as approved. The District IDP office must check and report compliance to District Managers' and District Intergovernmental Forums for support interventions, for all local municipalities within Mopani District Municipality.

Monitoring mechanisms will include monthly progress reports on IDP/ Budget implementation as per the SDBIP, submitted to the Executive Mayor and quarterly IDP implementation reports to Municipal Council.

18 COST ESTIMATES

An amount of R1 300 000 has been set aside for IDP Review.

19 CONCLUSION

The IDP Framework/ Process Plan adopted by Council shall be binding to all in the district and shall further provide transparency and accountability to the communities and stakeholders of Mopani District Municipality. The Framework/ Process plan is drafted with due cognizance of the requirements stipulated in section 27 of the Municipal Systems Act 32/ 2000 and is intended to promote cooperation among all role players in the three spheres of government, during the review of the IDP of Mopani District Municipality, taking cognizance of the District Development Model approach.

Due to the vast diversity of stakeholders and role players, the principled code of conduct should be adhered to facilitate coordination, interactions and proceedings of meetings in the IDP process. Over and above the structures and systems in place for mutual cooperation between the different parties to attain corporate approach to development planning, it is incumbent upon individual role players to abide by the principles of Batho-Pele and have a value system that is passionate to economic, environmental and social well-being of citizens of Mopani District Municipality.