



Training Workshop on Community Based Planning South Africa 15 to 26 February 2010

1 Background

The Municipal Systems Act, 2000, introduced the process of municipal planning for district and local municipalities and the Integrated Development Planning Process, through which Integrated Development Plans (IDPs) are developed. South Africa is committed to improving services through bottom-up, participatory or **community-driven development processes in a way that informs and enriches** the IDP.

Community-based planning (CBP) has been developed (in conjunction with COGTA formerly dplg) in order to enhance public participation in the IDP, and deepen democracy in developmental local government. This ensures that citizens are active and involved in implementing and managing their own development, claiming their rights and carrying out their responsibilities as citizens.

2 Why Community-based planning?

There are commonly four different types of reasons why community-based planning is advocated:

- To improve the quality of plans;
- To improve the quality of services;
- To improve the community's control over development;
- To increase community action and reduce dependency.

Principles on which community-based planning is based:

- we need to ensure that **poor people are included** in planning
- systems need to be **realistic and practical**, the planning process must be implementable using available resources within the district/local government
- planning must be linked to a **legitimate structure**
- planning should **not be a once off** exercise, but should be part of an on-going process, with planning, implementation, M&E, and annual reviews;
- the plan must be **people focused and empowering**
- we must **build on strengths and opportunities** not problems
- plans must be **holistic** and cover all sectors
- planning should promote **mutual accountability** between community and officials
- there must be **commitment** by councillors and officials to both plan and implement, and there must be someone responsible to ensure it gets done.



4. About the Community-based planning training workshop

Overall purpose is to develop a cadre of development practitioners committed to community driven planning processes that ensure planning is responsive to improving communities' livelihoods and enriches strategic municipal development planning efforts for effective service delivery

Specific **objectives** are that by the end of the training,;

- Participants (municipal officials and other development agencies) have a good grasp of the participatory tools for engaging communities in planning for local development;
- Participants have a clearer understanding of how to give effect to the requirements of the Municipal Systems Act;
- Participants actually produce real plans with real communities. Plans will be used by the hosting municipality to enrich the municipal IDP
- Participants will plan from outcomes not problems leading to more realistic and creative planning, valuable for the ward plan but also for enabling practical implementation of the IDP;
- The hosting municipality empowers its ward committees to start to be effective, based around a ward plan which they need to support and monitor implementation;

Please note that the course will be conducted in English.

6 Workshop organizers & facilitators

The workshop is facilitated by **Khanya-African Institute for Community Driven Development (Khanya-aicdd)**. The African Institute for Community-Driven Development (Khanya-aicdd) is an African centre of expertise on community-driven development (CDD) and sustainable livelihoods. We are committed to a transformation process which fundamentally addresses socio-economic inequalities and the needs of the poor.

7 Cost

The expected contribution from each participant is **R 15,000 (excl. accommodation)** and this amount contributes towards the training costs, training materials and stationery, refreshments and lunches. Participants are responsible for their own travel to and from the training venue (town), accommodation and meals (except for lunches).

Participants are also advised to bring additional funds to cover incidental expenses (such as telephone costs, laundry, etc).



8 Next steps

Please complete **the application form & participant profile** if you wish to be considered for the training workshop. Kindly return the completed form to maserame@khanya-aicdd.org or fax to +27 51 430 8322 by no later than **5 February 2010**.

Applications submitted after this date will not be accepted.

As this is not an entry-level training workshop, participants selected will be expected to have had basic training and at least six months experience working with community initiatives.

Applicants will be notified about their selection by mid-February 2010. A formal letter may be sent, **upon request**, to support visa application processes.

9 Contact details for the implementation team

Khanya-aicdd
Course Director; Sam Chimbuya
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or
Course Co-ordinator 'Masebotsa Lesoli
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Tel: +27 51 430 0712 or + 27 835 840 804

We are looking forward to working with you on this exciting initiative!



Administration

Date: 15 – 26 February 2010

Venue: Eastern Cape, South Africa

Cost: ZAR 15,000 (VAT incl.) or US\$ Equivalent. **[Meals & accommodation excluded]**

The course fee covers tuition, refreshments, and lunches. Participants are responsible for their own accommodation, meals (except lunches), and travel costs and will have to arrange their own accommodation and travel to the course.

Accommodation: A list of Hotels and B&B's near the training venue will be made available.

Registration: You are required to fill in an application form and send it to the email address indicated below

Application Forms Application forms can be downloaded from our website or contact Maserame for the application form.

Closing Date 5 February 2010

Web: www.khanya-aicdd.org

Enquiries Please send enquiries to Masebotsa Lesoli at
Email: capdev@khanya-aicdd.org
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