



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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COURSE BROCHURE

Strategic Planning For South African Municipalities Training

Business, Commerce and Management Studies / Public Administration

Unit Standard 116358 · NQF Level 6 · 15 Credits · 12 Days

COURSE OVERVIEW

This course equips municipal managers, councillors, and planning officials with the competencies to develop and implement strategic plans aligned with South Africa's legislative and developmental frameworks. Participants will learn to integrate IDP, LED, and SDBIP processes to drive sustainable service delivery and community development.

Category	Business, Commerce and Management Studies
Subfield	Public Administration
Unit Standard	116358
Accreditation	SAQA Accredited · NQF Level 6 · 15 Credits
Duration	12 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply relevant legislation and policy frameworks (e.g., Municipal Systems Act, IDP guidelines) to municipal strategic planning.
- Analyze community needs and municipal data to formulate strategic objectives and priorities.
- Design an Integrated Development Plan (IDP) that aligns with national and provincial development goals.
- Implement performance management systems (e.g., SDBIP) to monitor and evaluate strategic plan execution.
- Evaluate the impact of strategic decisions on service delivery, financial sustainability, and stakeholder engagement.
- Demonstrate leadership in fostering collaborative governance and community participation in planning processes.

WHO SHOULD ATTEND

- Municipal managers, strategic planners, LED officers, councillors, and senior officials responsible for integrated development planning and performance management in South African municipalities.

COURSE OUTLINE

Day 1: Introduction to Strategic Planning in the South African Municipal Context

- Overview of the South African local government system.
- Key legislation: Municipal Systems Act, Constitution, and IDP framework.
- Principles of developmental local government.
- Stakeholder identification and engagement basics.
- Importance of strategic planning for service delivery.

Day 2: The Integrated Development Plan (IDP) as a Strategic Planning Tool

- Legal basis and purpose of the IDP.
- Steps in the IDP cycle: analysis, strategies, projects, integration, approval.
- Alignment with provincial and national plans.
- IDP and budget linkage.
- Practical examples of IDP documents.

Day 3: Environmental and Situational Analysis

- PESTEL analysis: political, economic, social, technological, environmental, legal factors.
- SWOT analysis: strengths, weaknesses, opportunities, threats.
- Community needs assessment techniques.
- Stakeholder mapping and analysis.
- Data collection methods for municipal analysis.

Day 4: Vision, Mission, and Values Development

- Characteristics of effective vision and mission statements.
- Participatory visioning processes.
- Linking vision to IDP outcomes.
- Crafting value statements.
- Examples from South African municipalities.

Day 5: Setting Strategic Goals and Objectives

- SMART criteria: specific, measurable, achievable, relevant, time-bound.
- Goal-setting frameworks in local government.
- Prioritisation techniques (e.g., cost-benefit analysis).
- Alignment with National Development Plan (NDP) and SDGs.
- Cascading objectives to departmental plans.

Day 6: Strategy Formulation and Option Evaluation

- Strategy generation techniques: brainstorming, scenario planning.
- Evaluation criteria: feasibility, acceptability, sustainability.
- Decision matrices and multi-criteria analysis.
- Risk assessment of strategic options.
- Case studies of municipal strategy selection.

Day 7: Resource Allocation and Budget Alignment

- Budget cycle and strategic planning integration.
- MTREF and its role in resource allocation.
- Costing of strategic projects.
- Performance budgeting concepts.

- Financial sustainability considerations.

Day 8: Implementation Planning and Project Management

- Work breakdown structures for strategic initiatives.
- Gantt charts and milestone planning.
- Roles and responsibilities: project champions, task teams.
- Monitoring and reporting frameworks.
- Integration with Service Delivery and Budget Implementation Plans (SDBIP).

Day 9: Monitoring, Evaluation, and Performance Management

- Types of KPIs: input, output, outcome, impact.
- Balanced scorecard approach for municipalities.
- Data collection and reporting mechanisms.
- Quarterly and annual review processes.
- Corrective actions and plan revisions.

Day 10: Stakeholder Engagement and Communication Strategies

- Stakeholder analysis and engagement levels.
- Communication channels: public meetings, media, digital platforms.
- Ward committee and community participation structures.
- Dealing with conflict and resistance.
- Case studies of successful engagement in SA municipalities.

Day 11: Risk Management and Governance in Strategic Planning

- Risk identification and assessment tools.
- Risk registers and mitigation plans.
- Role of council, audit committees, and municipal public accounts committees.
- Ethical considerations and anti-corruption measures.
- Compliance with MFMA and other regulations.

Day 12: Review, Integration, and Action Planning

- Consolidation of analysis, vision, goals, strategies, and implementation.
- Peer review and feedback sessions.
- Drafting the strategic plan document.
- Presentation of final plans.
- Personal action planning for implementation back at work.

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **15 NQF credits** at **NQF Level 6**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 45,100.00	R 45,100.00
1	In-House	R 58,600.00	R 58,600.00
1	On-Campus (Pretoria)	R 67,600.00	R 67,600.00

UPCOMING SESSIONS

Start	End	Method	Venue
11 Aug 2026	26 Aug 2026	On-Campus	Pretoria, South Africa
12 Aug 2026	27 Aug 2026	On-Campus	Abu Dhabi, UAE
13 Aug 2026	28 Aug 2026	On-Campus	Durban, South Africa
13 Aug 2026	28 Aug 2026	On-Campus	Mauritius
14 Aug 2026	31 Aug 2026	On-Campus	Cape Town, South Africa
17 Aug 2026	01 Sep 2026	On-Campus	Pretoria, South Africa
18 Aug 2026	02 Sep 2026	On-Campus	Abu Dhabi, UAE
19 Aug 2026	03 Sep 2026	On-Campus	Durban, South Africa

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

- 1. Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 116358) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
- 2. Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
- 3. Apply by phone or WhatsApp:** call +27 12 004 8389 or WhatsApp +27 65 077 6310 and we will prepare your quotation and reserve your seats.
- 4. Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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