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| **Monday 20 June 2016** |
| **Item** | **Time**  | **Responsibility** |
| 1. Welcome and Introduction
2. Context for Evaluation of BEPPs 2016/17 MTREF & Focus for 2017/18
 | 09:00 – 09:30 | Yasmin Coovadia |
| 1. Cities Self Assessments & Peer Reviews in Break Away Groups:-
* Buffalo City & Nelson Mandela Bay
* City of Cape Town & Tshwane
* City of Joburg & Ekurhuleni
* eThekwini and Mangaung
1. Checking the Intervention Logic of Catalytic Projects
 | 9:30 – 11:00 | 4 groups of 2 cities eachSam & RolandNishendra & DaveYasmin & JeremyMichael & NhlanhlaEach City individually |
| Tea  | 10:15 |  |
| 1. Plenary Report Back
2. Preparation for Day 2 of Evaluation Workshop
 | 11:00 – 12:3012:30 – 13:00 | All CitiesAll cities and NT |
| Lunch | 13:00 – 13:45 | Lunch in Budget Council Foyer |
| 1. Seminar: Cities as platforms for the Growth Agenda
 | 14:00 – 16:00 | National Treasury |
| **Tuesday 21 June 2016** |
| 1. Welcome and Introduction
2. Context for Evaluation of BEPPs 2016/17 MTREF & Focus for 2017/18
 | 09:00 – 09:30 | Yasmin Coovadia |
| 1. Alignment of processes for planning and budgeting
* Mid-Year Budget & BEPP Reviews;
* IDP Assessment & Benchmarking
 | 9:30 – 10:15 | Jan Hattingh |
| Tea  | 10:15- 10:30 |  |
| 1. Report back: Cities Self Assessments, Peer Reviews and Intervention Logic
 | 10:30 – 12:00 | All Cities present assessments |
| BEPP 2016/17 Focus Areas1. Spatial Planning, Project Prioritisation & Urban Management
2. Intergovernmental Project Pipeline, Capital Funding and Implementation of the metropolitan pipeline of catalytic urban development projects
3. Built Environment Outcome Indicators
 | 12:00 – 13:00 | David van NiekerkYasmin CoovadiaJeremy Timm |
| Lunch | 13:00 – 13:30 |  |
| 1. Evaluation of BEPPs: Sectors, Partners & Specialists

Group Work* Grp 1: COGTA, SACN, SALGA, NT
* Grp 2: DHS, DOT, DWS
* Grp3: PRASA, DoE, DBSA, Prov. Govts

Plenary1. Report Back from Groups
2. DBSA Financial Closure
 | 13:30 – 14:0014:00 – 14:3014:30 – 15:00 | Samantha & NishendraMichael & SethNhlanhla & DaveGroups x 3DBSA |
| Tea | 15:00 – 15:15 |  |
| 1. Discussion on BEPP Guidelines for 2017/18 MTREF
 | 15:15 – 16:15 | All |
| 1. Way Forward
 | 16:15 – 16:30 | All |

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| **ANNUAL CYCLE FOR BEPP PROCESS Version 23 May 2016** |
| **BEPP Phases and Steps** | **Output** | **Time frames** |
| **Phase 1: Planning of BEPPs** |
| 1. Internal Council process for formulation of Draft BEPP with a focus on horizontal integration of built environment functions
 | Integrated planning of built environment | 1 July – 31 October |
| 1. Planning sessions with relevant sector departments (and other key stakeholders of required)
 | Alignment between planning for the built environment and sector planning  |
| 1. BEPP to inform planning and delivery of Provincial Infrastructure
 | Provincial infrastructure aligned to metro spatial priorities  | July to November |
| 1. City/Spatial MTEC
 | Improved intergovernmental planning led by metros | July to November |
| 1. Council strategic planning
 |  | October - January |
| 1. Submission of Draft BEPP to National Treasury in respect of DORA requirements
 | Draft BEPP | 1November |
| 1. National Treasury immediately shares Draft BEPPs with relevant sector departments and IGR stakeholders , requesting comments and inputs to the Draft BEPP
 | * Distribution and sharing of Draft BEPPs
* Invite to sector departments and stakeholders for comments and inputs to Draft BEPPs
 | 5November |
| **Phase 2: Review of Draft BEPPs** |
| 1. Comments and inputs from relevant sector departments and IGR stakeholders collated by National Treasury and submitted to Metros
 | Metros receive comments and inputs to Draft BEPPs | 30 November |
| 1. Work sessions between departments/stakeholders who submitted comments/inputs, if required
 | Sector refinement of Draft BEPP | 1 December – 20 January |
| 1. Mid-Year Budget Review including Review of Draft BEPP (IGR Engagement)
 | Draft BEPP informed by results of previous FY and mid-year financial results  | 25 January – 28 February |
| 1. IDP Review (Alignment of BEPP, IDP and Budget) and Budget and Benchmarking
 | Alignment of BEPP, IDP and Budget | March – May |
| **Phase 3: Finalisation and Council approval of BEPPs & : Implementation** |
| 1. Council approval of IDP, BEPP and Budget
 | Council Approved BEPP, IDP & Budget | 31 May |
| 1. Annual implementation of plans
 | Service delivery  | I July |
| **Phase 4: Monitoring & Performance of BEPPs** |
| 1. Quarterly Reports – Section 71 Reports
 | In-year monitoring and evaluation | 31 Oct; 31 Jan; 30 Apr; 31 July |
| 1. Annual Report
 | Annual monitoring and evaluation | 31 January |
| 1. Evaluation of BEPP Process
 | Refection and assessment; improvement of process for next year | June |
| 1. Formulation and issuing of Guidelines
 | BEPP Guidelines  | July |