



**CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD**

Public Participation Plan

NAME OF PROCESS	Public participation process for the Integrated Waste Management Policy
LINE DEPARTMENT	Solid Waste Management
RESPONSIBLE OFFICIAL	Rosina Lesoetsa
PPU PRACTITIONER	Frederick Venter

SECTION 1: PUBLIC PARTICIPATION PLAN

SCOPE AND METHODOLOGIES FOR PUBLIC PARTICIPATION

A public participation process is to be implemented requesting affected stakeholders/ sectors and residents to comment on the Draft Integrated Waste Management Policy by way of publishing the policy via print media, digital media and a sector hearing with Inter-governmental stakeholders and Industry.

1.1 Public participation period

Period	1 – 30 November 2019
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Mark with an “X”

Localised Process	<input type="checkbox"/>	City Wide Process	<input checked="" type="checkbox"/>
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Sub council: If a Localised Process, please indicate which Sub councils are affected. Mark with an “X”

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30

1.2 Communication Tools

Push Tools	Description
Newspapers (Indicate which newspapers)	Regional and local community newspapers.
Community Organization Database: E-mail and SMS	E-mail invitations or SMS notifications to be sent to organisations listed on the Community Based Organisations databases of all subcouncils.
CoCT website	Article placed on the ‘have your say’ public participation web portal
Pull Communication & Access Points	Description
Have Your Say Webpage	The process to be published on the City’s website with online comment form for viewing. www.capetown.gov.za/haveyoursay
Sector hearing with Inter-governmental stakeholders and Industry	Different spheres of Government and Industry to participate in a hearing.
Libraries	Draft Policy and Comment notice to be made available at the Libraries
Sub Council Offices	Draft Policy and comment notice to be made available at all Sub council offices.
Tel:	021 400 1902

E-mail: (Insert)	IWM.Policy@capetown.gov.za
Fax: (number)	
Postal Address (Indicate where comments can be posted to)	

1.3 Action steps

No	Steps in the process	Responsibility	When
1	Line department identifies a champion who will approach PPU with a request for undertaking public participation and sourcing of budget for public participation, the public participation plan is discussed.	Line Department & PPU	31/07/2019
2	PPU registers the public participation process on the digital tracking tool	PPU	31/07/2019
3	PPU draft the public participation plan with sign off by Line	PPU, Line Department	08/08/2019
4	Line submits a cover report to all Portfolio Committee & Subcouncils for comment on the draft legislation and attach this plan as an annexure	Line Department	September 2019
5	PPU supplies draft advert to Line Department for sign off and places advert for publishing on print and digital media platforms. Discussion with Senior media Liaison for Solid Waste for a media release to precede the public comment period.	PPU, Line Department & Communications	January 2020
6	PPU supplies CoCT Have your say portal website item for sign off by Line Department and submits to Webmaster	PPU & Line Department & Webmaster	January 2020
7	Line Department requests the printing of the draft policy and advert for distribution to libraries and subcouncil offices	Line Department, Printing, Subcouncil Offices & Libraries	January 2020
8	PPU liaises with Area Based Directors for subcouncils to display the draft policy and adverts at all subcouncils and communication with Ward based Sport Bodies	PPU, Area Based Directors & Subcouncils	January 2020
9	General 30 day public participation period commences as per the identified timelines and method agreed upon		February – March 2020
10	Sector hearing with Inter-governmental stakeholders and Industry	PPU provides logistical support &	TBC February 2020

		Line Department is to provide technical support in terms of the presentation/policy matters	
11	Line Department receives comments and complies the post public participation close-out report and considers and finalises report to relevant decision-making bodies within Council	Line Department	TBC February 2020

SECTION 2: MESSAGE CONTENT FOR PRINT MEDIA AND DIGITAL MEDIA

Have your say!

Draft Integrated Waste Management Policy

The City of Cape Town invites residents to comment on the Draft Integrated Waste Management Policy.

- The City wishes to articulate bold measures to achieve the policy objectives, protect the environment, and offer progressive, sustainable options for integrated waste management given the City's burgeoning population and ongoing increase in the volumes of waste generated.
- There is a need to divert waste from landfill so as to ensure that landfill airspace is not depleted sooner than necessary. The City, therefore, recognizes its responsibilities to reduce and minimize waste, and impacts on resources and the environment through this policy.
- The City is required to regulate the interventions, mechanisms and technologies applied within the city's boundaries to minimize and manage waste minimisation in a sustainable, effective, equitable and efficient manner that will minimize social, health, environmental and economic impacts as far is practically possible.

In terms of section 17 of the Local Government: Municipal Systems Act, Act 32 of 2000, the public and interested parties or groups given the opportunity to submit comments, recommendations or input to the municipality from February 2020 to March 2020.

Comments, recommendations and input may be submitted by:

- E-mail: IWM.Policy@capetown.gov.za
- Written submission: Attention: Rosina Lesoetsa
- Website: www.capetown.gov.za/haveyoursay

Kindly note that the Draft Integrated Waste Management Policy will be available for viewing on the City of Cape Town website: www.capetown.gov.za/haveyoursay, at sub-council offices, libraries

Contact the IWM.Policy@capetown.gov.za for more information.

LUNGELO MBANDAZAYO
CITY MANAGER
...../2019