

## **POLITICAL DECISION-TAKING**

The Council of Masilonyana Local Municipality is the highest decision-making authority in the institution. It guides and instructs the administrative component, which implements the decisions taken by the political component through resolution implementation process.

Decisions are taken through Council resolutions. The Executive committee discusses issues before they can recommend to Council. The Mayor after some careful considerations then recommends to Council for final approval. The resolution are then formulated and distributed to relevant Clusters for implementation.

### Other Council governance structures

#### **Audit and Performance Committee**

The Municipality has a functional Performance Audit Committee in place, guided by an Audit Committee Charter. The members of the committee are all external individuals and advise council on matters relating to governance and compliance issues quarterly.

#### **Municipal Public Accounts Committee**

The municipal council has appointed Municipal Public Account Committee to handle matters of oversight and other municipal operations. For the period reporting, the committee conducted MPAC meetings to scrutinise and advise Council on the Annual Report. Cllr. NG. Mafa is the chairperson of the MPAC.

#### **Section 80 Committees**

The portfolio committees were established in terms of Section 80 of the Municipal Structures Act to support Council in discharging its executive mandate. The following is the Section 80 committees.

- Finance
- Corporate
- Infrastructure
- Social and Community Services

#### **Rules Committee**

The role of the Rules Committee is to investigate and make findings on any alleged breaches of the Code of Conduct, including sanctions for non-attendance at meetings and to make recommendations regarding any other matter concerning the Rules and Orders.

## 2.2 ADMINISTRATIVE GOVERNANCE

Section 60 (b) of the Municipal Finance Management Act states that the Municipal Manager of a municipality is the accounting officer of the municipality for the purposes of this Act and must provide guidance on compliance with this Act to political structures, political office bearers, and officials of the municipality and any entity under the sole or shared control of the municipality.

### INTRODUCTION TO ADMINISTRATIVE GOVERNANCE

The Municipal Manager is the Chief Accounting Officer of the Municipality. He is the head of the administration, and primarily has to serve as chief custodian of service delivery and implementation of political priorities. He is assisted by his direct reports, which constitutes the Management Team, whose structure is outlined in the table below:

#### TOP ADMINISTRATIVE STRUCTURE

##### MUNICIPAL MANAGER

Mr. D. Nthau -

The Directorate is responsible for Strategic support, Performance Management System, Integrated Development, Local Economic Development, Internal Audit and Risk Management

##### CHIEF FINANCIAL OFFICER

Ms. F. Mzizi -

The Directorate is responsible for Financial Administration, Budget, Income, Asset Management, Expenditure and Supply Chain Management

##### DIRECTOR SOCIAL AND COMMUNITY SERVICES

Ms. E. Makgahlala -

The Directorate is responsible for the provision of Waste Management, Disaster Management, Human Settlements, Parks and Recreational Facilities, Town Planning and Building Maintenance.

##### ACTING DIRECTORS INFRASTRUCTURE AND TECHNICAL SERVICES

Mr. F. Malatji

The Directorate is responsible for Planning and Support Services (MIG projects), Roads and Stormwater, Electricity maintenance, Provision of water and sanitation

##### DIRECTOR CORPORATE SERVICES - VACANT

The Directorate is responsible for support services which include the Secretariat, Typing Services, Interpreter, Archives, Switchboard, Cleaning, Human Resources, Skills Development, Administration, Council Support

## COMPONENT B: INTERGOVERNMENTAL RELATIONS

### INTRODUCTION TO CO-OPERATIVE GOVERNANCE AND INTERGOVERNMENTAL RELATIONS

The concept of an intergovernmental system is based on the principle of cooperative governance between the three spheres of government local, provincial and national. While the responsibility for certain functions is allocated to a specific sphere, many other functions are shared among the three spheres. The Municipality is co-operating with various departments at national, provincial and district levels.

Intergovernmental relations are intended to promote and facilitate cooperative decision making and to ensure that policies and activities across all spheres of government encourage service delivery and meet the needs of citizens in an effective way also to assist in curbing the duplication of various resources.

### 2.3 INTERGOVERNMENTAL RELATIONS

#### NATIONAL INTERGOVERNMENTAL STRUCTURES

The Masilonyana Local Municipality strives to uphold its legislative authority and co-operative governance as required by the Constitution and other relevant legislation. In doing so, the Municipality maintains good co-operative and intergovernmental relations with its district and neighboring municipalities, provincial authority, national government and intergovernmental agencies.

INTERGOVERNMENTAL RELATIONS FORUMS		
Forum	Frequency	Directorate
MIG (Municipal Infrastructure Grant) National Forum	Quarterly	Infrastructure & Technical Services
Salga Working Group	Once	Municipal Managers Office

#### PROVINCIAL INTERGOVERNMENTAL STRUCTURE

The Masilonyana Local Municipality actively participates in various Intergovernmental Relations activities in the province. The Municipality delegates officials and Councilors to the following forums:



INTERGOVERNMENTAL RELATIONS FORUMS

Forum	Frequency	Directorate
PMS Provincial Forum	Once every Quarter	MM'S Office
IDP Provincial Forum	Once every Quarter	MM'S Office
Electrical NERSA	Annually	Infrastructure & Technical Services
Sandvet Water Forum	Once every Quarter	Infrastructure & Technical Services
HR Practitioners Provincial Forum	Once a month	Labour Relations Practitioner
HR Working Group Provincial Forum	Once a Quarter	Labour Relations Practitioner
Water Service Forum	Once a Quarter	Mayor's Office
AIDS Provincial Forum	Once a Quarter	Mayor's Office
Men's Forum	Once a Quarter	Mayor's Office
PCF – Provincial Communications Forum	Quarterly	Mayor's Office
Provincial Treasury Forums	Quarterly	MM's Office
Provincial Waste Management Officers Forum	Quarterly	Infrastructure and Technical Services
Disaster Management Provincial Strategic Task Team	Quarterly	Social and Community Services

### DISTRICT INTERGOVERNMENTAL STRUCTURES

The Masilonyana Local Municipality actively participates in various Intergovernmental Relations activities in the District. The Municipality delegates officials and Councilors to the following forums:

INTERGOVERNMENTAL RELATIONS FORUMS		
Forum	Frequency	Directorate
PMS District Forum	Once every Quarter	MM'S Office
IDP District Forum	Once every Quarter	MM'S Office
Electrical (INEP)	Monthly	Technical & Infrastructure Services
Roads RRAMS Forum	Monthly	Technical & Infrastructure Services
Basic Service Delivery Forum	Once a Quarter	Technical & Infrastructure Services
District Job Evaluation Committee	Once a month	Labour Relations Practitioner
AIDS District Forum	Quarterly	Mayor's Office
Men's District Forum	Quarterly	Mayor's Office
DCF – District Communications Forum	Quarterly	Mayor's Office
Lejweleputswa District Forums	Quarterly	MM's Office ( Internal Audit )
Institute of Internal Auditors Conference	Once a year	MM's Office ( Internal Audit )

District Waste Management Officers Forum	Quarterly	Infrastructure and Technical Services
Disaster Management Advisory Forum	Quarterly	Infrastructure and Technical Services
Disaster Management Drought Task Team	Quarterly	Infrastructure and Technical Services
Disaster Management Ward Emergency Plan	Quarterly	Infrastructure and Technical Services

#### RELATIONSHIPS WITH MUNICIPAL ENTITIES

The Masilonyana Municipality does not have any municipal entities.

### COMPONENT C: PUBLIC ACCOUNTABILITY AND PARTICIPATION

#### OVERVIEW OF PUBLIC ACCOUNTABILITY AND PARTICIPATION

Section 28 (3) and 21 of the Municipal Systems Act, 2000 (Act 32 of 2000) as well as Section 21 (1) (a) of the Municipal Finance Management Act, 2003 (Act 56 of 2003) requires that all community members take part in IDP and Budget Public Participation Meetings.

The Act also requires that a process be followed on the preparation and finalization of the IDP to have mechanisms and procedures for public participation and stakeholder involvement. It stipulates that the community should be consulted with regard to their developmental needs and priorities. In compliance with the Act, Masilonyana Local Municipality has developed an IDP process plan which outlines the process that should be followed when reviewing the IDP annually.

In light of the above, Public Participation is regarded as main vehicle through which the Municipality practice a culture of stakeholder engagement and participation as required by legislation.

#### 2.4 PUBLIC MEETINGS

##### COMMUNICATION, PARTICIPATION AND FORUMS

The IDP/PMS and budget consultative meetings are held as stipulated by law through different platforms and they are inclusive of departmental meetings, sectional meetings, ward and mass



meetings. All these meetings are held on scheduled dates and communicated to the public. The communication methods used were as follows:

- Advertisements in local newspapers.
- Posters.
- Municipal notice boards
- Loud hailing
- Ward Committee meetings

The IDP/PMS and Budget public engagement sessions were generally well attended although the attendance was lower than expected in some wards.

The Council interacts with its stakeholders by means of ward committees, budget and Integrated Development Planning (IDP) and PMS meetings. Public and stakeholder engagements are an ongoing process throughout the year. The Municipality ensures that these meetings are well attended by informing the public and stakeholders on time and in their local languages.

This also ensures meaningful and constructive participation. All documents that are required to be made public in terms of the Municipal Systems Act (MSA) are placed on the municipal website.

#### COMMENT ON THE EFFECTIVENESS OF THE PUBLIC MEETINGS HELD

The public is updated through public meetings of municipal processes such as the IDP/PMS and the budgeting processes. In this way they are also enabled to participate in them. The public meetings provide an effective platform to communicate service delivery issues and changes that directly affect the public, such as the tariff increases. Through these meetings, the Municipality is then placed in a position to identify gaps and issues which frustrate the public so that it can improve on them. The meetings also serve to identify the areas in which it does well.

FUNCTIONALITY OF WARD COMMITTEES					
WARD NAME & NUMBER	NAME OF WARD COUNCILLOR AND ELECTED WARD COMMITTEE MEMBERS	COMMITTEE ESTABLISHED (YES / NO)	NUMBER OF MONTHLY COMMITTEE MEETINGS HELD DURING THE YEAR	NUMBER OF MONTHLY REPORTS SUBMITTED TO SPEAKERS OFFICE ON TIME	NUMBER OF QUARTERLY PUBLIC WARD MEETINGS HELD DURING YEAR
Ward 1	<b>Councillor</b> P. Thuthani  <b>Ward Committee Members</b> M. Thoahlaka M.A Motaung R.T Lebeko	Yes	6		6

	T. Moahi M. Lipholo P.K.N Ndebela P. Mkhumbeni M.L Nogwanya N.P Nkopane				
Ward 2	<b>Councilor</b> M.L Moloele <b>Ward Committee Members</b> S.M Phara M. Klaas M. Molapo M. Boleme J.M Molete R.L Ramothamo S.C Mokoaledi P. Mphirime J.T Daniels	Yes	6		6
Ward 3	<b>Councilor</b> V. Lekale <b>Ward Committee Members</b> M.W Moroane J. Jantjie A. Kriel J.S Swart M.M Mphambo Z.W Siko M.E Makoaba B.E Tshandu M.L Sehole	Yes	6		6



	M.M Padi				
Ward 4	<b>Councilor</b> K. Sekharume <b>Ward Committee Members</b> R.J Mathobisa M.J Nthene M.R Dipitso L.M Kholumo E.M Sondag M.J Lekitlane T.G Sekele T.O Mohapi A.E Thesner E. Du Toit	Yes	6		6
Ward 5	<b>Councilor</b> M. Tsoaela <b>Ward Committee Members</b> N.V Ledimo S. Ramatsa M.R Lekale/Mokhethi M.E Pitso F. Lesebo E. Molete S. Bore K. Motinyane M. Khelimithi M. Pule	Yes	6		6
Ward 6	<b>Councilor</b> X. Nqwiliso	Yes	6		6

	<b>Ward Committee Members</b> M. Visser A.J.P Mapela V.R Matsunyane W. Potgieter Z. Ntamo A.P Hlatsi E. Maikhosho E. Makhendlana T. Bozini				
Ward 7	<b>Councilor</b> C. Mangoejane <b>Ward Committee Members</b> B. Phera G.M Kholong S.G Manesa K.A Moticoe Z.M Mokobori D. Khesa K.G Moshodi M. Makau P.M Phalatse S.S Manesa	Yes	6		6
Ward 8	<b>Councilor</b> T. Ramongalo <b>Ward Committee Members</b> R. Sani C. Xaba M.K Kote M. Mphaphathi	Yes	6		6