

APPENDICES

APPENDIX B – COMMITTEES AND COMMITTEE PURPOSES

Committees (other than Executive Committee) and Purposes of Committees	
Municipal Committees	Purpose of Committee
	<ol style="list-style-type: none"> 4. To ensure the provision of efficient, economical and effective administration of the municipality, to co-ordinate secretarial services, to oversee the delivery of the human resource services, and to render management and transformation services; 5. To oversee the delivery of support services to the council and community; 6. Exercise delegated authority after considering a report from the designated officials for the Human Resources & Sound Governance Portfolio; 7. Introduce to Exco the recommendations from the Human Resources & Sound Governance Portfolio Committee; 8. Introduce departmental reports on the functions of the relevant sections to Exco; 9. General administration inclusive council & committee secretariat, legal, council support, policies & procedures, facilities management, capacity building & training, human resources, including, Governance, democracy and Skills development.
Portfolio Committee on Local Economic Development	<p>The Portfolio Committee on Local Economic Development is a Section 80 Committee, responsible for the following functions, and making recommendations to the Executive Committee thereon:</p> <ul style="list-style-type: none"> ➤ Oversee the implementation of all applicable legislation relating to social and economic development, national development programmes, provincial development programmes, trading regulations, investment opportunities, transport, land affairs, electrification, housing and public works. ➤ Oversee all aspects, programmes and activities of local economic development. ➤ Oversee all fiscal and other incentives designed to promote social and economic development. ➤ Oversee environmental management and ensuring environmental planning, education, sustainable development management ➤ Oversee the provision of efficient environmental health services through continuous monitoring and enforcement. ➤ Develop policy proposals on all the areas of responsibility with the intention of achieving municipal and/or general government objectives.
Portfolio Committee on Water and Sanitation	<p>The Portfolio Committee on Water and Sanitation is a Section 80 Committee, responsible for the following functions, and making recommendations to the Executive Committee thereon:</p> <p>Advise the Executive Committee on all legislation or prospective legislation relating to: -</p> <ul style="list-style-type: none"> ➤ Water and sanitation reticulation; ➤ Water and sanitation treatment works; ➤ Water and Sanitation Capital projects; ➤ Water and sanitation operations; ➤ Water and sanitation operational projects; ➤ Non-revenue water;

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	<ul style="list-style-type: none"> ➤ Water restrictions; ➤ Water Services planning; ➤ Emergency water and drought relief; ➤ Ground water; ➤ Industrial effluent and recycling of waste water; <p>Oversee the following municipal services:</p> <ul style="list-style-type: none"> ➤ Water and Sanitation reticulation; ➤ Water and sanitation purification; ➤ Water and Sanitation designs; ➤ Water and sanitation operations; ➤ Water and sanitation capital projects; <ul style="list-style-type: none"> ➤ Oversee municipal infrastructure development and services to meet the needs of the Municipality in the discharge of its responsibilities. ➤ Oversee the commissioning of the best methods to deliver the aforementioned municipal services and facilities to the maximum benefit of the community of the municipality. ➤ Develop policy proposals on all the areas of responsibility with the intention of achieving municipal and/or general government objectives.
Human Resources Development Committee	<p>The Human Resources Development Committee is established within the prescription of the main collective agreement to, in its preparatory consultation, report to the Local Labour Forum regarding issues concerning the development of human resources and other related activities within the Municipality.</p> <p>The Committee is established with a primary objective to exercise oversight over issues concerning the Workplace Skills Plan (WSP), education and training, employment equity and all such other related human resources issues.</p> <p>The Committee is responsible for the following functions, and making recommendations to the Local Labour Forum thereon:</p> <p>Oversight over the following functional areas: -</p> <ul style="list-style-type: none"> ➤ Human Resources Management; ➤ Skills Development; ➤ Performance Management; ➤ Organisational Development; ➤ Implementation of Employment Equity Plan and Affirmative Action; ➤ Councillor Support; ➤ Education and Training; <ul style="list-style-type: none"> ➤ Develop strategy and policy proposals on all the areas of responsibility with an intention of achieving municipal and/or general government objectives.

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Employee Assistance Programme	<p>Ugu District Municipality, in recognizing the importance of its service delivery machinery or employees introduced Employee Assistance Programme (EAP), which is located in the Corporate Services Department within Human Resources Section to play an integral part in meeting the Municipal objective with a view to providing a satisfying, safe and healthy environment within which all employees are working. The EAP as a programme is dedicated to support and strengthen the workplace environment by providing assistance for employees whenever they need it. According to the Employee Assistance Professionals Association of South Africa (EAPA), <i>“Employee Assistance is the work organization’s resource based on core technologies or functions to enhance employee and workplace effectiveness through prevention, identification, and resolution of personal and productivity issues.”</i></p> <p>The EAP Committee in the Ugu District Municipality is established to ensure that it provides employee assistance programme to encourage and assist employees with personal and work-related problems for them to take responsibility for their own health and wellness</p>
Municipal Public Accounts Committee (MPAC)	<p>The Municipal Finance Management Act (MFMA) creates a favourable environment for the establishment of municipal structures that can adequately deal with municipal financial accountability. Such a structure is mandated to deal with financial and related management aspects of municipalities.</p> <p>The Municipal Public Accounts Committee (MPAC) is an important component of the financial reforms and it is achieved through the separation of roles and responsibilities between Council, the Executive (Executive Committee and Political Office Bearers) and administration. Good governance, effective accountability and oversight can only be achieved if there is a clear distinction between the functions performed by the different role players.</p> <p>The Municipal Council is required to maintain oversight on the performance of specific responsibilities and delegated powers to the Executive (Executive Committee & Political Office Bearers). In other words, in exchange for the powers in which Council has delegated to the Executive, Council retains a monitoring and oversight role ensuring that there is accountability for the performance or non-performance of the municipality.</p> <p>The Committee is a Section 79 Committee, responsible for the following functions, and reporting back to Council for consideration of all matters and formal adoption:</p> <ul style="list-style-type: none"> ➤ Examination of financial statements of the Municipality; ➤ Examination of audit statements issued on the financial statements; ➤ Examination of any reports issued by the Auditor-General on the affairs of the Municipality and any Municipal Entity; ➤ Examination of quarterly and mid-year performance reports; ➤ Examination of any other financial statements or reports referred to the Committee by the Council, and may report on any of those financial statements or reports to Council; ➤ May recommend any investigation in its area of competence; ➤ Must perform any other function assigned by resolution of Council;

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	<ul style="list-style-type: none"> ➤ To call any person, including Councillors to appear before the Committee to account or clarify on any matter the committee deems fit; and ➤ Make recommendations to Council for corrective and / or disciplinary action that may be instituted in terms of the MFMA regarding mismanagement of funds, unauthorised, irregular, fruitless and wasteful expenditure.
Local Labour Forum	<p>In terms of the Labour Relations Act, 66 of 1995, Section 80 makes provision for the establishment of workplace forum in any workplace in which an employer employs more than 100 employees. In compliance with the Act, Municipalities have established workplace forums and are constituted as per the SALGBC main collective agreement clauses 2.8 to 2.8.4.5. In this regard, the composition of such forum shall be established with equal representation from the trade unions and the employer. Trade Unions' representation shall be divided in proportion to their respective membership in the employer. Likewise, employer representatives shall consist of Councillors and of Management. The workplace forum in the Local Government is referred to as the Local Labour Forum. Such Forum seeks to promote the interests of all employees in the workplace, irrespective of whether they belong to trade unions; enhance efficiency in the workplace; engage in consultation with the employer on a wide range of workplace related issues; and participate in joint decision-making.</p> <p>The Local Labour Forum shall have the powers and functions of negotiating and / or consulting on the following functions:</p> <ul style="list-style-type: none"> ➤ On matters of mutual concern pertaining to the employer and which do not form the subject matter of negotiations at the council or its divisions; ➤ On such matters as may from time to time be referred to such forum by the council or its divisions; ➤ Provided that it may not negotiate on any matter, which has been reserved for exclusive bargaining in the council or the divisions; ➤ Concluding of minimum service agreements; ➤ Disputes over what is negotiable, what are the matters that are for consultation and over whether a specific process constitutes sufficient consultation are to be resolved through the dispute resolution mechanism of the council.

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APPENDIX C –THIRD TIER ADMINISTRATIVE STRUCTURE

Third Tier Structure	
Directorate	Director/Manager (title and name)
Office of the Municipal Manager	DD Naidoo: Municipal Manager
Corporate Services	VP Tsako: General Manager: Corporate Services
Water Services	L Cele: General Manager: Water Services
Infrastructure and Economic Development	Z Mbonane: General Manager: Infrastructure and Economic Development
Budget and Treasury Office	S Mbili: General Manager: Treasury



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APPENDIX D – DISCLOSURES OF FINANCIAL INTERESTS

Disclosures of Financial Interests		
Period 1 July to 30 June of 2016/2017		
Position	Name	Description of Financial interests
Mayor	MA Chiliza	Taxi Owner, MTN & Sasol
Member of EXCO	IM Mavundla	None
	PH Mthiyane	None
	NT Zwane	None
Councillors	MA Manyoni	None
	SN Caluza	None
	M Gwabe	None
	PT Naude	Hibiscus Hospital
	LMR Ngcobo	None
	SP Mthethwa	Stomp Dayard (pty) Ltd, taxi owner
	BE Machi	None
	NH Gumede	None
	WT Dube	Taxi owner, Kusabelele Investment
	DMM Hlengwa	None
	JJ East	None
	SR Ngcobo	None
	MPL Zungu	None
	N Mweshe	None
	ZZ Msani	None
	D Nciki	None
	HJ Ngubelanga	None
	TA Disane	None
	Ngubo	None
	NC Mqwebu	None

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Period 1 July to 30 June of 2016/2017		
Position	Name	Description of Financial interests
	H Mbatha	None
	GS Mngomezulu	None
	BT Cele	None
	R Nair	None
	GD Henderson	Property company, Anglo American, Anglo Platinum, Aspen, Billiton, Discovery, DRD Gold, Kumbha, Net Care, Old Mutual, Sanlam, Steinhoff, Vodacom, Better Bond.
	A Rajaram	None
	B Ntusi	None
	SE Khawula	None
	M Mzimela	None
Municipal Manager	DD Naidoo	Business Partner – Sak Investments GC Reddy Via Super Auto Midas, Picorite Investments.
Other S57 Officials		
GENERAL MANAGER: CORPORATE SERVICES	Vuyiwe Tsako	None
GENERAL MANAGER: TREASURY	Sibongile Mbili	Shareholder in Green Square, Sesifikile Dry Cleaners.
GENERAL MANAGER: IED	Zakithi Mbonane	Board Member: South Africa Institute for Urban Managers Director: KZN Development Consultant Cc
GENERAL MANAGER: WATER SERVICE	Lungile H Cele	None


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[illegible]

[illegible]

A full-page background image featuring a fisherman's silhouette against a bright sunset. The fisherman is positioned in the lower-left quadrant, holding a long fishing rod that extends diagonally towards the top-left corner. The sun is a large, glowing orb in the center, creating a strong backlight effect. The sky transitions from a deep orange near the horizon to a darker, muted yellow at the top. The foreground is dark, with some splashing water visible at the bottom right.

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Ugu_Water



Ugu Municipality Talk

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