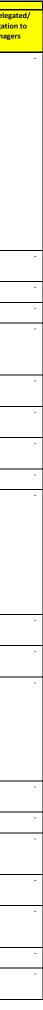
		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION		TION FRAME Responsibility	WORK FOR	OVERBERG D	ISTRICT MUN	VICIPALIT	Y - 2015/2016	DELE	GATION CHANN	NEL				
Section From	n From Delegation Delegation Conferred Network Function Conferred Applicable Condition/Limitation Origin/Owner Delegated Delegated Delegated Network Services/CFO										Sub-Delegated/					
Source	Delegation					Mayor/Mayor	Speaker		MFMA Finance Port Folio	Portfolio		to Audit	Accounting	Director Management	Community	Delegation to Managers
7(1)	MFMA	Deciding to open a bank account for the Municipality.	Subject to Section 62(2) of the MFMA	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Services		- Manager Financial Services
7(1)	MFMA	Deciding at which bank/banks to open a bank account.	Subject to section 8(2) of the MFMA	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Services	5	- Manager Financial Services
7(1)	MFMA	Deciding to close a bank account.	Section 10(1)(B) of the MFMA	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Services	5	<ul> <li>Manager Financial</li> <li>Services</li> </ul>
7(2)	MFMA	Determining into which bank account money collected or received by the Municipality must be deposited.	See section 48(2)(d) of the MFMA	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Income, Expenditure and ICT		- Manager Income, Expenditure and ICT
7(4)	MFMA	Withdrawn money from the municipality bank account only in terms of Section 11(1)	Section 11(1)	Council									Council - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Income, Expenditure and		Manager Income, Expenditure and ICT
3(1)	MFMA	Designating a bank account of the Municipality as the Municipality's primary bank account.	Subject to Section 8 (5) and Section 62(2) of the MFMA	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Services		- Manager Financial Services
3(3)	MFMA	A municipality or municipal entity must take all reasonable and prudent steps consistent with its investment policy and according to the standard of care set out in regulation 5, to ensure that it places its investments with credit-worthy institutions.	Section 62(2) of the MFMA	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Services	5	- Manager Financial Services
3(4)	MFMA	Entering into an agreement with other parent municipalities of a municipal entity of which the Municipality is a parent municipality, as to which Municipality's primary bank account to use for the purpose of receiving allocations from organs of state to the municipal entity concerned.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		
12(2)		Deciding to open a separate bank account in the name of the Municipality for the purpose of a relief, charitable, trust or other fund.	Section 12(1) of the MFMA	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		
13(2)	MFMA	Establishing an appropriate and effective cash management and investment policy for the Municipality.	NOTE: In terms of section 60(2) of the Municipal Systems Act 2000 the Council may only delegate to the Executive Mayor or The Chief Financial Officer the authority to make decisions to make investments on behalf of the Municipality (The MC must approve the policies for implementation by the Accounting Officer and Senior Management)	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Services	5	- Manager Financial Services
14(2)	MFMA	Deciding to transfer ownership as a result of a sale or other transaction or otherwise permanently dispose of a capital asset.	On condition that the asset concerned is not needed to provide the minimum level of basic municipal services and the Council considered the fair market value of the asset concerned	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-		
14(2)(a)	MFMA	Deciding, at a meeting open to the public and on reasonable grounds, that an asset of the Municipality is not needed to provide the minimum level of basic municipal services.		Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-		
14(2)(b)	MFMA	Considering the fair market value of an asset to be disposed of and the economic and community value to be received in exchange for an asset to be disposed of		Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-		
14(4)	MFMA	Determining the value of movable assets in respect of which the Municipal Manager may determine – (a) whether an asset to be disposed of is not needed to provide the minimum level of basic municipal services; and (b) determining the fair market value of such asset and the economic and community value to be received in exchange for the asset	A municipal council may delegate to the accounting officerof the municipality its power to make the determinations reffered to in subsection (2)(a) and (b) in respect of movable capital assets below a value determined by the council R50 000	Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-		

		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIO	IS	Responsibility					DELE	GATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	to Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC	Delegation to Audit Committee	Accounting	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delega Delegatio Manage
16(1)	MFMA	Approval of an annual budget	NOTE:	Council	Act - Not	-		-	-	-	-	-	-	-	
			1. In terms of section 160(2)(b), read with section 160(3)(b) of the Constitution a budget must be		Delegated										
			approved by a decision taken by the Municipal Counci												
			with a supporting vote of a majority of its members.												
			2. Approval of the budget must be considered on or before 1 June each year in terms of section 24(1) of												
			the MFMA.												
			3. In terms of section 30(5) of the Local Government:												
			Municipal Structures Act 1998 (Act No 117 of 1998) the Council may only after it received and considered												
			the report and												
			recommendations of the Executive Mayor regarding												
			the annual budget, approve the budget 4. See section 25(1) of the MFMA												
			5. Budget documentation should be according to												
			regulation 9 of the Budg & Rep Regulations												
16(3)	MFMA	Deciding whether money for capital expenditure for a period		Council	Act - Not	-		-	-	-	-	-	-	-	
		not exceeding three financial years may be appropriated in an annual budget	financial year		Delegated										
19(1)(b)	MFMA	Approving a capital project, including its total cost	-	Council	Act - Not Delegated	-		-	-	-	-	-	-	-	
19(1)(d)	MFMA	Considering the sources of funding of a capital project	-	Council	Act - Not	-		-	-	-	-	-	-	-	
19/2)	MFMA	Considering, in respect of a capital project, the projected	-	Council	Delegated Act - Not				_						
19(2)		cost covering all financial years until the project is		Council	Delegated				-	-	_	-	-	-	
		operational and the future operational costs and revenue on			-										
		the project, including municipal tax and tariff implications.													
19(3)	MFMA	Deciding to approve capital projects below the prescribed	Compliance to regulations 13 (2)-(4) of the Budg &	Council	Act - Not	-		-	-	-	-	-	-	-	
		value individually or as part of a consolidated capital programme	Rep Regulations		Delegated										
23(1)	MFMA	Receiving and considering the views of the communities and	-	Council	Act - Not	-		-	-	-	-	-	-	-	
		organs of state received in connection with the budget			Delegated										
23(2)	MFMA	Deciding to give the Mayor an opportunity to respond to any	-	Council	Act - Not	-		-	-	-	-	-	-	-	
		submissions received in connection with the budget from communities and organs of state			Delegated										
28(1)	MFMA	Deciding to revise an approved budget by way of an	Compliance to regulations 21,22 & 23 of the Budg &	Council	Act - Not	-		-	-	-	-	-	-	-	
32(2)	MFMA	adjustments budget Deciding to recover unauthorised, irregular or fruitless and	Rep Regulations Except, in the case of –	Council	Delegated Act - Not		_						-		
52(2)	WIFIVIA	wasteful Expenditure from the person liable for that	1. unauthorised Expenditure, if the amount of the	Council	Delegated	-		-	-	-	-	-	-	-	
		Expenditure	Expenditure is authorised in an adjustments budget;												
			or 2. is certified by the Council, after investigation by a	9											
			Council committee, as irrecoverable and written off by												
			the Council; and 3. irregular or fruitless and wasteful Expenditure is,												
			after investigation by a Council committee, certified												
			by the Council as irrecoverable and written off by the												
			Council												
32(2)	MFMA	Determining the amount of unauthorised, irregular or	-	Council	-	-		-	-	-	-	Council - Not	-	-	
		fruitless and wasteful Expenditure to be recovered, written off or provided for in an adjustments budget										Delegated			
32(2)	MFMA	Identifying the identity of the person who is liable for	section 62(1)(e)	Council	-	-		-	-	-	-	Council - Not	-	-	
		unauthorised, irregular or fruitless and wasteful Expenditure										Delegated			
32(2)	MFMA	Appointing a committee to investigate any suspected or	NOTE:	Council	-	Council - Not		-	-	-	-	-	-	-	
		reported unauthorised, irregular or fruitless and wasteful Expenditure	Compliance to regulation 74 (1) of the Financial Services Regulations			Delegated									
			NB : In terms of the judgements of the Courts in Case												
			No 01/9260 (2001) and Case No CCT 29/02) a mayora committee was found not to be a committee of a												
			municipal council. The Council may therefore not												
			appoint the Mayoral Committee to perform such an												
			investigation												
32(7)	MFMA	Determining whether an alleged irregular Expenditure	-	Council	Act - Not	-			-	-	-	-	-	-	
		incurred by the Municipal Manager constitutes a criminal offence			Delegated										
32(7)	MFMA	Determining whether the Municipal Manager allegedly committed an act of theft and fraud	•	Council	-	Council - Not Delegated		-	-	-	-	-	-	-	
32(7)	MFMA	Reporting alleged irregular Expenditure incurred by the	-	Council	Act - Not			-	-	-	-	-	-	-	
		Municipal Manager that constitutes a criminal offence and alleged theft and fraud perpetrated by the Municipal			Delegated										
		Manager to the SAPS													
33(1)	MFMA	Deciding to enter into a contract which will impose financial obligations on the municipality beyond three a financial	-	Council	Act - Not Delegated	-	-   -	-	-	-	-	-	-	-	
24(1)	NATNAA	year.		Court			_					Coursell			
34(1)	MFMA	Entering into an agreement with the national or provincial government to assist the Municipality to build its capacity	-	Council	-	-		-	-	-	-	Council - Not Delegated	-	-	
		for efficient, effective and transparent financial													
34(3)(a)	MFMA	management. Considering the results of the provincial government's	-	Council	Act - Not				}				+		
34(5)(d)		monitoring of the Municipality.		council	Act - Not Delegated			-				-		-	
34(3)(b)	MFMA	Considering a notification of the provincial government of	-	Council	-	Council - Not			-	-	-	-	-	-	
		any emerging or impending financial problems in the Municipality.				Delegated									
		manapulty.	1			<u>ı                                     </u>	1		1	1	I	1	1	1	1



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	۹S	Responsibility						DELI	GATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC	Delegation to Audit Committee	Delegations to Accounting Officer	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegat Delegation Manager
37(1)(a)	MFMA	Determining the steps the Municipality must take to promote co-operative government with the national and provincial spheres of government and other municipalities in the Municipality's fiscal and financial relations.	-	Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-	-	
38(2)	MFMA	Considering a notice received from the National Treasury of its intention to stop the transfer of funds to the Municipality	-	Council	-	Council - Not Delegated	-	-	-	-	-	-	-	-	-	
39(3)	MFMA	Determining the deputation that will appear before a committee of Parliament considering the approval or renewal of a decision of the National Treasury to stop the transfer of funds to the Municipality	-	Council	-	Council - Not Delegated	-	-	-	-	-	-	-	-	-	
39(3)	MFMA	Determining the case that will be presented to a committee of Parliament considering the approval or renewal of a decision of the National Treasury to stop the transfer of funds to the Municipality	•	Council	-	Council - Not Delegated	-	-	-	-	-	-	-	-	-	
45(1)	MFMA	Deciding whether to incur short term debt.	<ol> <li>In terms of section 160(2) of the Constitution the Council may not delegate the raising of loans</li> <li>A decision to raise a loan must be taken by the Council with a supporting vote of a majority of its members in terms of section 160(3)(b) of the Constitution</li> <li>In terms of section 30(5) of the Local Government: Municipal Structures Act 1998 (Act No 117 of 1998) the Council may only after it received and considered the report and recommendations of the Executive Mayor regarding a loan, approve the raising of a loan</li> </ol>	2 Council	Act - Not Delegated	-	-	-	-	-	-	-		-	-	
45(2)(a)	MFMA	Approving any short term debt agreement	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
46(1)	MFMA	Deciding whether to incur long term debt.	<ol> <li>In terms of section 160(2) of the Constitution the Council may not delegate the raising of loans</li> <li>A decision to raise a loan must be taken by the Council with a supporting vote of a majority of its members in terms of section 160(3)(b) of the Constitution</li> <li>In terms of section 30(5) of the Local Government Municipal Structures Act 1998 (Act No 117 of 1998) the Council may only after it received and considered the report and recommendations of the Executive Mayor regarding a loan, approve the raising of a loan</li> </ol>	Council	Act - Not Delegated	-	-	-	-	-	-	-		-	-	
46(2)(a)	MFMA	Approving any long term debt agreement	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
48(1)	MFMA	Deciding whether to provide security for any of the Municipality's debt obligations, debt obligations of a municipal entity under its sole control and contractual obligations of the Municipality undertaken in connection with capital Expenditure by other persons on property, plant or equipment to be used by the Municipality or such other person.	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
48(2)	MFMA	Deciding the form/nature of security to be provided for any of the Municipality's debt obligations, debt obligations of a municipal entity under its sole control and contractual obligations of the Municipality undertaken in connection with capital Expenditure by other persons on property, plant or equipment to be used by the Municipality or such other person.	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
48(3)(a)	MFMA	Deciding whether an asset or right that has been hypothecated in any manner as security is necessary for providing the minimum level of basic municipal services	-	Council	Act - Not Delegated	-	-	-	-		-	-	-	-	-	
48(3)(b)	MFMA	Deciding, if an asset or right that has been hypothecated in any manner as security is necessary for providing the minimum level of basic municipal services, the manner in which the availability of the asset or right will be protected.	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
50	MFMA	Deciding to issue a guarantee for any commitment or debt of any organ of state, person or municipal entity under the sole or shared control of the Municipality	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
50	MFMA	Deciding to grant exemptions from charging interest on any arrears owing to the Municipality in accordance with the Municipality's budget-related policies.	Subject to approved Credit Control and Debt Collection Policy	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
83(2)	MFMA	Determining the resources or opportunities to be made available for the training of officials to meet the prescribed financial management competency levels.	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
84(1a)	MFMA	Determining precisely the function or service that a municipal entity would perform on behalf of the Municipality when considering the establishment of, or participation in, a municipal entity.		Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
84(2)(b)(i)	MFMA	Considering an assessment of the impact of the shifting of a function or service to a municipal entity on the Municipality's staff, assets and liabilities when considering the establishment of, or participation in, a municipal entity.	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	



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84(2)(b)(ii)		Considering the comments or representations received from the local community, organised labour and other interested persons in respect of the Municipality's intention to establish and/or participate in a municipal entity		Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	JEIVILES .	-
84(2)(b)(iii)		Considering the views and recommendations of the National Treasury and the provincial treasury, the national and provincial departments responsible for local government and the MEC responsible for local government in respect of the Municipality's intention to establish and/or participate ir a municipal entity	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-		-
86(1)		Receiving information from a municipal entity of which the Municipality is the parent municipality regarding the entity's bank account(s).	_	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Income, Expenditure and ICT		- Manager Incon Expenditure an
87(1)		Receiving a proposed budget for a municipal entity of which the Municipality is the parent municipality for each financial year.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service	s	<ul> <li>Manager Finan Services</li> </ul>
87(2)	MFMA	Considering the proposed budget of a municipal entity of which the Municipality is the parent municipality and assessing the entity's priorities and objectives	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-		-
87(2)	MFMA	Deciding to make recommendations on the proposed budge of a municipal entity of which the Municipality is the parent municipality	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-		-
87(5)(c)	MFMA	Determining the limits, including any limits on tariffs, revenue, Expenditure and borrowing, on the budget of a municipal entity of which the Municipality is the parent municipality.	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-		-
88(b)(ii)	MFMA	Receiving and considering a mid-year performance assessment report of a municipal entity of which the Municipality is the parent municipality.	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-		-
89(a)		Determining the upper limits of the salary, allowances and other benefits of the chief executive officer and senior managers of a municipal entity of which the Municipality is the parent municipality.	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-		-
89(b)		Monitoring and ensuring that a municipal entity of which the Municipality is the parent municipality reports to the Municipal Council on all Expenditure incurred by that municipal entity on directors and staff remuneration matters, and in a manner that discloses such Expenditure per type of Expenditure	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service	s	<ul> <li>Manager Finan Services</li> </ul>
90(2)	MFMA	Considering an application from a municipal entity of which the Municipality is the parent municipality to transfer ownership or otherwise dispose of a capital asset other than	<ol> <li>The power must be exercised in a meeting which is open to the public at which the Council:         <ul> <li>(a) must determine on reasonable grounds that the asset is not needed to provide the minimum level of basic municipal services; and</li> <li>(b) has considered the fair market value of the asset and the economic and community value to be received in exchange for the asset In terms of subregulation (4) this authority is delegated to the Accounting Officer of the Municipal Entity for assets below the value of R 0.00</li> </ul> </li> </ol>		-	-	-	-	-		-	-	-	-		-
90(4)		Deciding to delegate to the Accounting Officer of the Municipal Entity the power to determine on reasonable grounds that the asset is not needed to provide the minimum level of basic municipal services and the fair market value of the asset and the economic and community value to be received in exchange for the asset in respect of movable capital assets of a municipal entity of which the Municipality is the parent municipality below a value determined by the Council	In terms of subregulation (4) this authority is delegated to the Accounting Officer of the Municipal Entity for assets below the value of R ??????	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-		
90(4)		Determining the value of movable capital assets of a municipal entity of which the Municipality is the parent municipality in respect of which the Accounting Officer of the Municipal Entity may on reasonable grounds decide that the asset is not needed to provide the minimum level of basic municipal services and the fair market value of the asset and the economic and community value to be received in exchange for the asset		Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-		-
97(3)		Receiving a report of the accounting officer of a municipal entity of which the Municipality is the parent municipality regarding any payments due by an organ of state to the entity in respect of service charges, if such payments are regularly in arrears for periods of more than 30 days	-	Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-		-
101(1)	MFMA	Receiving a report of the accounting officer of a municipal entity of which the Municipality is the parent municipality or any financial problems of the entity.	-	Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-		-
104(1)(b)		Deciding which information, returns, documents, explanations and motivations to require from the accounting officer of a municipal entity of which the Municipality is the		Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-		-



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109	MFMA	Deciding, when a municipal entity of which the Municipality is the parent municipality, experiences serious or persistent financial problems and the board of directors of the entity fails to act effectively –.	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-		Jervices	-
109 (a)	MFMA	<ul> <li>(a) the appropriate steps to be taken in terms of the Municipality's rights and powers over the entity concerned, including its rights and powers in terms of any relevant service delivery or other agreement;</li> </ul>		Council	Act - Not Delegated	-	-	-	-	-	-	-	-			-
109 (b) 109 (c)	MFMA MFMA	<ul> <li>(b) impose a financial recovery plan, which meets the criteria set out in section 142 of the MFMA; or.</li> <li>(c) liquidate and disestablish the entity.</li> </ul>		Council Council	Act - Not Delegated Act - Not	-	-	-	-	-	-	-	-	-		-
111	MFMA		Subject to the content requirements in terms of section 112(1) of the MFMA	Council	Delegated -	-	-	-	-	-	-	-	Council - Delegated to Director Management	Accounting Officer - Delegated to Manager SCM		- Manager SCM
113(1)	MFMA	Deciding whether to consider an unsolicited bid received outside the Municipality's normal bidding process.	In line with SCM regulation 37 (2)	Council	-	-	-	-	-	-	-	-	Services/CFO Council - Not Delegated			-
116(3)	MFMA	Considering the reasons for the proposed amendment of a contract or agreement and any representation that may have been received regarding the proposed amendment of a contract or an agreement procured through the supply chain management policy of the Municipality and deciding whether to consent to the amendment of the contract or agreement.	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-			-
116(3)	MFMA	Considering the reasons for the proposed amendment of a contract or agreement and any representation that may have been received regarding the proposed amendment of a contract or an agreement procured through the supply chain management policy of a municipal entity of which the Municipality is a parent municipality and deciding whether to consent to the amendment of a contract or agreement.	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-			-
119(2)	MFMA	Determining the resources or opportunities to be made available for the training of officials involved in the implementation of the supply chain management policy of the Municipality to meet the prescribed competency levels.	-	Council		-	-	-	-		-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
120(1)	MFMA	Deciding to enter into a public-private partnership agreement.	Compliance with PPP Regulations 5 (1) - (2) " Basic requirements to which public-private partnership agreements must comply"	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-		-
120(1)(a)	MFMA	Determining whether a proposed public-private partnership agreement will provide value for money to the municipality.	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-		-
120(1)(b)	MFMA	Determining whether a proposed public-private partnership agreement will be affordable for the Municipality.	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-			-
120(1)(c)	MFMA	Determining whether a proposed public-private partnership agreement will transfer appropriate technical, operational and financial risk to the private party.	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-			-
120(4)	MFMA	Deciding to conduct a feasibility study before a public- private partnership is concluded.	Compliance with PPP Regulations 3 (1) - (3) " Add matters to be addressed in feasibility studies"	Council	-	-	-	-	-	-	-	-	Council - Not Delegated			-
120(5)	MFMA	Determining whether to apply for the national government's assistance in carrying out and assessing a feasibility study regarding a proposed public-private partnership.	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-			-
121(1)	MFMA	Preparing an annual report for the Municipality.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Manager PMS			<ul> <li>Manager PMS</li> </ul>
121(4)(f)	MFMA	Determining any additional information to be contained in the annual report of a municipal entity of which the Municipality is a parent municipality.	-	Council	-	-	-	-	-	-	-	-	Council - Not Delegated			-
126(2)(a)	MFMA	Receiving the financial statements of municipal entity over which the Municipality has sole control or effective control (if it is a private company).	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
126(4)	MFMA	Receiving a report outlining the reasons for the delay from the Auditor-General if she/he is unable to complete an audit within three months after submission of the Municipality's annual financial statements and any consolidated annual financial statements of the Municipality and of a municipal entity over which the Municipality has sole control or effective control (if it is a private company).	-	Council	Act - Not Delegated		-	-	-	-	-	-	-			-
129(1)	MFMA	Considering the annual report of the Municipality and of any municipal entity under the Municipality's sole or shared control	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-			-
129(1)	MFMA	Adopting an oversight report containing the Council's comments on the annual report(s)	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-			-
129(5)	MFMA	Deciding whether to adopt guidelines issued by the National Treasury on the manner in which councils should consider annual reports and conduct public hearings and the functioning and composition of any public accounts or oversight committees established by a council to assist it to consider an annual report	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-			-



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIONS		Responsibility						DELI	EGATION CHANI	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC	Delegation to Audit Committee	Delegations to Accounting Officer	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegat Delegation Manager
133(c)(i)	MFMA	Deciding whether to request the Speaker or another councillor to investigate the reasons for the failure of the Municipal Manager or of the accounting officer of a municipal entity under the Municipality's sole or shared control to submit annual financial statements to the Auditor- General or the Executive Mayor's failure to table the annual report of the Municipality or a municipal entity in the Council		Council	Act - Not Delegated	-	-	-	-	-	-	-	-	Services/CPU		
133(c)(i)	MFMA	Receiving the report of the appointed councillor regarding the failure of the Municipal Manager or of the accounting officer of a municipal entity under the Municipality's sole or shared control to submit annual financial statements to the Auditor-General or the Executive Mayor's failure to table the annual report of the Municipality or a municipal entity in the Council		Council	Act - Not Delegated	-	-	-	-	-	-	-	-			
133(c)(ii)	MFMA	Determining the appropriate steps to be taken to ensure that the financial statements are submitted to the Auditor- General or that the annual report, including the financial statements and the audit report on those statements, is tabled in the Council, as the case may be.		Council	Act - Not Delegated	-	-	-	-	-	-	-	-			
133(c)(iii)	MFMA	Deciding whether disciplinary steps should be taken against the Municipal Manager or other persons responsible for the failure of the Municipal Manager or of the accounting officer of a municipal entity under the Municipality's sole or shared control to submit annual financial statements to the Auditor- General or the Executive Mayor's failure to table the annual report of the Municipality or a municipal entity in the Council		Council	Act - Not Delegated	-	-	-	-	-	-	-	-			
135(3)	MFMA	Considering whether the Municipality is, or is likely to, encounter a serious financial problems in meeting its financial commitments		Council	-	Council - Not Delegated	-	-	-	-	-	-	-			
135(3)(a)	MFMA	Determining the manner of seeking solutions to any serious financial problem in meeting its financial commitments experienced or anticipated by the Municipality and defining the solutions to be implemented to solve or avoid any serious financial problem in meeting its financial commitments experienced or anticipated by the Municipality		Council	-	Council - Not Delegated	-	-	-	-	-	-	-			
135(3)(b)	MFMA	Informing the MEC responsible for local government and the - MEC responsible for finance of any serious financial problem in meeting its financial commitments experienced or anticipated by the Municipality		Council	-	Council - Delegated to Accounting Officer	-	-	-		-	-	Mayor - Not Delegated			
135(3)(c)	MFMA	Notifying organised local government of any serious financial - problem in meeting its financial commitments experienced or anticipated by the Municipality		Council	-	Council - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Not Delegated			
137(2)	MFMA	Receiving an assessment of the seriousness of the financial problem in the Municipality, the determination of the provincial executive whether the financial problem experienced by the Municipality, singly or in combination with other problems, is sufficiently serious or sustained that the Municipality would benefit from a financial recovery plan and the request to a suitably qualified person to prepare and submit a financial recovery plan for the Municipality		Council	-	-	Council - Not Delegated	-	-	-	-	-	-			
139 (2)	MFMA	Receiving a copy of the Municipal Financial Recovery Service's determination of the reasons for the crisis in the Municipality's financial affairs and assessment of the Municipality's financial state		Council	-	-	Council - Not Delegated	-	-	-	-	-	-			
141(3)(a) & 144(2)	MFMA	Participating in consultations with the person or body - appointed to prepare a financial recovery plan or an amendment of such plan for the Municipality.		Council	-	-	-	-	-	-	-	-	Council - Delegated to All Directors	Accounting Officer - Not Delegated	Accounting Officer Not Delegated	
141(3)(c) & 144(2)	MFMA	Commenting on a draft financial recovery plan or an - amendment to such plan for the Municipality.		Council	-	-	-	-	-	-	-	-	Council - Delegated to All Directors	Accounting Officer - Not Delegated	Accounting Officer Not Delegated	
143(3)(a)	MFMA	Receiving an approved financial recovery plan for the Municipality		Council	-	-	Council - Not Delegated	-	-	-	-	-	-			
145(1)(a)	MFMA	Implementing an approved financial recovery plan for the - Municipality		Council	-	-	-	-	-	-	-	-	Council - Delegated to All Directors	Accounting Officer - Not Delegated	Accounting Officer Not Delegated	• .
145(1)(b)	MFMA	Reporting monthly to the MEC for local government on the - implementation of the approved financial recovery plan for the Municipality		Council	-	-	-	-	-	-	-	-	Council - Not Delegated			
146(1)(a)	MFMA	Implementing an approved financial recovery plan for the Municipality		Council	-	-	-	-	-	-	-	-	Council - Delegated to All Directors	Accounting Officer - Not Delegated	Accounting Officer Not Delegated	
147(1)(b)	MFMA	Receiving progress reports and a final report on any - intervention from the MEC for local government or the MEC responsible for finance		Council	-	-	Council - Not Delegated	-	-	-	-	-	-			
148(1)(b)(i)	MFMA	Declaring the Municipality's willingness to fulfil the executive- obligation in terms of legislation or the Constitution that gave rise to any discretionary intervention in the Municipality		Council	Act - Not Delegated	-	-		-	-	-	-	-			
148(3)(a)	MFMA	Receiving a notification that an intervention in the - Municipality has ended		Council	-	-	Council - Not Delegated	-	-	-	-	-	-		-   -	



Source Delegation Dele			MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	s	Responsibility						DELE	GATION CHAN	NEL				
SAM     Res.     Lake constraints for any interface branch of any i			Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner		Mayor/Mayor	-		MFMA Finance Port Folio	Portfolio		to Audit	Accounting	Director Management	Director Community	Sub-Delega Delegation Manage
Initial problem integranding under straight output inte	152(1)	MFMA	legal proceedings, including the execution of legal process, by persons claiming money from the Municipality if the	-	Council	-	-	-	-	-	-	-	-		-	JEIVICES .	
NATURE     Note of the integrate statute of t	153(1)(a)	MFMA	period not exceeding 90 days at a time, all legal proceedings, including the execution of legal process, by persons claiming	-	Council	-	-	-	-	-	-	-	-		-		
MADD	153(1)(b)	MFMA	the Municipality's financial obligations to creditors, or any portion of those obligations, until the Municipality can meet	-	Council	-	-	-	-	-	-	-	-		-		
No.     No.     No.     No.     No.     No.     No.     No.       No.	153(1)(b)	MFMA	the Municipality's financial obligations to creditors, and to settle claims in accordance with a distribution scheme	-	Council	-	-	-	-	-	-	-	-		-		
MRM       MRM       MRM       MRM       All       All<       All       All	165(1)	MFMA		-	Council		-	-	-	-	-	-	-	-	-		
NUM     NUM <td>166(1) and (6)</td> <td>MFMA</td> <td>Deciding whether to establish an internal audit committee for – (a) the Municipality only; or (b) the Municipality and the local municipalities within the district municipal area; or (c) the Municipality and any municipal entity under it sole</td> <td>-</td> <td>Council</td> <td>Act - Not</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td></td> <td></td>	166(1) and (6)	MFMA	Deciding whether to establish an internal audit committee for – (a) the Municipality only; or (b) the Municipality and the local municipalities within the district municipal area; or (c) the Municipality and any municipal entity under it sole	-	Council	Act - Not	-	-	-	-	-	-	-	-	-		
IARCIN       MNM       Maximum basimenting methoding to find in a second method in a second method method in a second method met	166(2)	MFMA	Receiving reports of the audit committee	-	Council	-	-	-	-	-	-	-	-		-		
IMM       Immunity       Immu			affairs of the Municipality or a municipal entity of which the Municipality is a parent	-		-		-	-	-	-	-	-	-	-		
Image:	166(4)	MFMA		-	Council		-	-	-	-	-	-	-	-	-		
Normality and a managements of diskine       Normality and a management of diskine	166(4)	MFMA	persons should possess to be considered for appointment as	-	Council		-	-	-	-	-	-	-	-	-		
Image: Normating which is noted that memory of the Manging bir of the Mangin			Municipality and of a municipal entity of which the Municipality is a parent municipality	-		Delegated	-	-	-	-	-	-	-	-	-		
Image: Note and the management start of the man	166(5)		committee who is not in the employ of the Municipality or municipal entity a chairperson	-	Council		-	-	-	-	-	-	-	-	-		
Image: space of the municipality or in the case of a municipal in the case of the c			the accounting officer and the management staff of the municipality, or the board of directors, the accounting officer and the management staff of a municipal entity, on matters relating to • Internal financial control and internal audits; • Risk management; • Accounting policies; • The adequacy, reliability and accuracy of financial reporting and information; • Performance management; • Effective governance; • Compliance with the MFMA, the annual Division of Revenue Act and any other applicable legislation; • Performance realuation; and • Any other issues referred to it by the municipality or municipal entity.			-							Not Delegated		-		
Image: Section of the Auditor-General in the audit report       Image: Section of the section of the municipal entity as the council of the municipal entity, as the council of the municipal entity, as the council of the municipal entity, the council of the parent municipal entity as the council of the municipal entity as the council of the municipal entity, the council of the parent municipal entity as the council of the municipal entity as the council of the parent municipal entity as the council of the parent municipal entity as the council of the parent municipal entity as the council of the municipal entity as the council of the parent muni	166	MFMA	council of the municipality or, in the case of a municipal entity, the council of the parent municipality and the board of directors of the entity, with an authoritative and credible view of the financial position of the municipality or municipal entity, its efficiency and effectiveness and its overall level of compliance with the MFMA, the annual Division of Revenue		Council		-	-	-	-	-	-	Not		-		
Information       Information <thinformation< th=""> <thinformation< th=""></thinformation<></thinformation<>	166	MFMA		-	Council	-	-	-	-	-	-	-	Not	-	-		
Image: series of the series	166	MFMA	the municipality or municipal entity as the council of the municipality, or in the case of a municipal entity, the council of the parent municipality or the board of directors of the	· · ·	Council	-	-	-	-	-	-	-	Council - Not	-	-		
168(3)         MFMA         Considering any guidelines issued by the Minister of Finance         -         Council         Act - Not         - <td>166</td> <td>MFMA</td> <td>1.5 Perform such other functions as may be prescribed</td> <td>· · · ·</td> <td>Council</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>Not</td> <td>-</td> <td>-</td> <td></td> <td></td>	166	MFMA	1.5 Perform such other functions as may be prescribed	· · · ·	Council	-	-	-	-	-	-	-	Not	-	-		
	168(3)	MFMA		-	Council		-	-	-	-	-	-	-	-	-		



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	NS	Responsibility						DELI	EGATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	to MPAC	Delegation to Audit Committee	Delegations t Accounting Officer	Director Management	Delegation To Director Community	Sub-Delegat Delegation Managers
171(4)(a)	MFMA	Investigating any allegations of financial misconduct against the Municipal Manager, the Chief Financial Officer, a senior manager or other official of the Municipality unless those allegations are frivolous, vexatious, speculative or obviously unfounded	-	Council	-	Council - Not Delegated	-	-	-	-	-	-		Services/CFO -	Services	-
171(4)(a)	MFMA	Deciding whether an allegation of financial misconduct against the Municipal Manager, the Chief Financial Officer, a senior manager or other official of the Municipality is frivolous, vexatious, speculative or obviously unfounded.	-	Council	-	Council - Not Delegated	-	-	-	-	-	-				-
171(4)(b)	MFMA	Deciding whether an investigation of an allegation of financial misconduct against the Municipal Manager, the Chief Financial Officer, a senior manager or other official of the Municipality revealed anything that warrants the institution of disciplinary proceedings.	Any disciplinary proceedings must be conducted in terms of the relevant collective agreement	Council	-	Council - Not Delegated	-	-	-	-	-	-				-
176(2)	MFMA	Deciding to recover from a political office-bearer or official o the Municipality any loss or damage suffered by it because of the deliberate or negligent unlawful actions of that political office-bearer or official when performing a function of office.		Council	Act - Not Delegated	-	-	-	-	-	-	-				-
178(2)(a)	MFMA	Submitting to the National Treasury a list of all corporate entities in which the Municipality or a municipal entity under its sole or shared control has an interest.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	:	-	
178(2)(b)	MFMA	Submitting to the National Treasury a list of all public-private partnerships to which the Municipality is a party, with a value of more than one million Rands in total or per annum.	2 -	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	:	-	
178(2)(c)	MFMA	Submitting to the National Treasury a list of all other types o contracts of the Municipality for a period beyond 1 January 2007 and with a value of more than one million Rands in total or per annum.	ff -	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	:	-	
12(1)	MFMA	Deciding to set-up a relief, charitable, trust or other fund of whatever description	-	Mayor		Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Not Delegated	-		-
16(2)	MFMA		The annual budget must be tabled at least 90 days before 1 July each year. The work output on the annual budget is managed by the Accounting Officer	Mayor		Act - Not Delegated	-	-	-	-	-	-				-
21(1)(a)	MFMA	Co-ordinating the processes of preparing the annual budget and reviewing the Municipality's integrated development plan and budget-related policies	-	Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Delegated to Director Management Services/CFO	Delegated to Manager	25	<ul> <li>Manager Finan</li> <li>Services</li> </ul>
21(1)(b)	MFMA	Tabling in the Municipal Council a time schedule outlining key deadlines for the preparation, tabling and approval of the annual budget, the annual review of the integrated development plan and the Municipality's budget-related policies, the tabling and adoption of any amendments to the integrated development plan and the budget-related policies and any consultative processes forming part of the processes	At least 10 months before 1 July each year	Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Delegated to Director Management Services/CFO	Delegated to Manager		- Manager Finan Services
21(2)(b)	MFMA	Implementing the reasonable steps to be taken to review the Municipality's integrated development plan	-	Mayor	-	Act - Delegated to MFMA Steering Comm	-	-	-	-	-	-	Mayor - Delegated to Manager IDP and LED			- Manager IDP
21(2)(d)	MFMA	A municipality or municipal entity must take all reasonable and prudent steps consistent with its investment policy and according to the standard of care set out in regulation 5, to ensure that it places its investments with credit-worthy institutions.		Mayor	-	Act - Not Delegated	-	-		-	-	-				-
21(2)(e)	MFMA	Providing information relating to the budget that may be requested by the National Treasury and any other organ of state	Subject to any limitations that may be prescribed in respect of organs of state other than the National Treasury	Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Delegated to Director Management Services/CFO	Delegated to Manager	25	- Manager Finan Services
25(3)	MFMA	Complying with section 55 of the MFMA if the Municipality has not approved an annual budget, including revenue- raising measures necessary to give effect to the budget, by 1 July of any year	Immediately report the matter to the MEC responsible for local government	Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Delegated to Director Management Services/CFO	Delegated		-
26(4)	MFMA	Obtaining the MEC responsible for finance's approval to withdraw funds from the Municipality's bank accounts, if a budget has not been approved on or before 1 July of each year.	-	Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
27(1)	MFMA	Determining the likelihood of the Municipality not being able to comply with the MFMA or other legislation relating to the tabling or approval of an annual budget or compulsory consultation processes		Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	IS	Responsibility						DELE	GATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees		Delegation	Delegations to Accounting Officer	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegat Delegation Manager
27(1)	MFMA	Informing the MEC responsible for finance of any impending non-compliance by the Municipality of any provisions of the MFMA or any other legislation pertaining to the tabling or approval of an annual budget or compulsory consultation processes		Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
27(2)	MFMA	Decision to apply to the MEC responsible for finance to extend any time limit or deadline with regard to the preparation and approval of the annual budget	-	Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-		-
27(2)	MFMA	Applying to the MEC responsible for finance to extend any time limit or deadline with regard to the preparation and approval of the annual budget	-	Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
27(3)	MFMA	Informing the Municipal Council, the MEC responsible for finance and the National Treasury, in writing, of any actual non-compliance by the Municipality of a provision of Chapte 4 of the MFMA and any remedial or corrective measures the Municipality intends to implement to avoid a recurrence of such non-compliance		Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Services	5	- Manager Finan Services
28(4)	MFMA	Tabling an adjustments budget in the Municipal Council	-	Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-		-
29(1)	MFMA	Decision to authorise unforeseeable and unavoidable Expenditure for which no provision was made in an approved budget in emergency or other exceptional circumstances	-	Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-		-
29(2)(c)	MFMA	Reporting to the Municipal Council regarding the authorisation of unforeseeable and unavoidable Expenditure for which no provision was made in an approved budget in emergency or other exceptional circumstances	Such report must be made to the Council at the first Council meeting next ensuing after the authorisation was given	Mayor	-	Act - Delegated to MFMA Steering Comm & Accounting Officer	-	-	Mayor - Delegated to Accounting Officer	- r	-	-	Mayor - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Services		- Manager Finan Services
31 (d)	MFMA	Giving written approval for exceeding the amount appropriated in respect of a capital programme	•	Mayor		Act - Not Delegated	-	-	-	-	-	-	-	-		-
52(a)	MFMA	Decision on the nature and extent of, and manner in which political guidance over the fiscal and financial affairs of the Municipality will be provided	-	Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-		-
52(b)	MFMA	Decision on the monitoring and oversight mechanisms to be applied to the exercise by the Municipal Manager and the Chief Financial Officer of their powers, functions and duties in terms of the MFMA	-	Mayor	-	Act - Not Delegated	-	-	-		-	-	-	-		-
52(c)	MFMA	Decision on the reasonable steps to be taken to ensure that the Municipality performs its constitutional and statutory functions within the limits of the Municipality's approved budget	-	Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-		-
52(d)	MFMA	Submitting to the Municipal Council, within 30 days of the end of each quarter, a report on the implementation of the budget and the financial state of affairs of the Municipality	-	Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Services		- Manager Finan Services
53(1)(a)	MFMA	Decision on the nature and extent of, and manner in which political guidance is to be given over the budget process and the priorities that must guide the preparation of a budget	-	Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-		-
53(1)(b)	MFMA	Decision on the steps to be taken to co-ordinate the annual revision of the integrated development plan and the preparation of the annual budget	-	Mayor	-	Act - Delegated to MFMA Steering Comm & Accounting Officer	-	-	Mayor - Delegated to Accounting Officer	- r	-	-	Mayor - Delegated to Director Management Services/CFO and Manager IDP and LED	Accouting Officer - Not Delegated		- Manager IDP
53(1)(b)	MFMA	Determining how the integrated development plan is to be taken into account or revised for the purposes of the budget	-	Mayor	-	Act - Delegated to MFMA Steering Comm & Accounting Officer	-	-	Mayor - Delegated to Accounting Officer	- r	-	-	Mayor - Delegated Manager IDP and LED	-		- Manager IDP
53(1)(c)(i)	MFMA	Determining the reasonable steps to be taken to ensure that the Municipality approves its annual budget before the start of the budget year		Mayor	-	Act - Delegated to MFMA Steering Comm & Accounting Officer	-	-	Mayor - Delegated to Accounting Officer	- -	-	-	Mayor - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Services		- Manager Finan Services
53(1)(c)(ii)	MFMA	Determining the reasonable steps to be taken to ensure he/she approves the Municipality's service delivery and budget implementation plan	The Executive Mayor must approve the annual service delivery and budget implementation plan within 28 days after the approval of the budget	2 Mayor		Act - Delegated to MFMA Steering Comm & Accounting Officer	-	-	Mayor - Delegated to Accounting Officer	- r	-	-	Mayor - Delegated to Manager PMS	-		- Manager PMS
53(1)(c)(iii)	MFMA	Determining the reasonable steps to be taken to ensure that the annual performance agreements for the Municipal Manager and all senior managers comply with the MFMA, are linked to the measurable performance objectives approved with the budget and to the service delivery and budget implementation plan and are concluded in accordance with section 57(2) of the Municipal Systems Act	Act the annual performance agreements must be concluded on or before 30 July of each year.	Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-		-



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIO	NS	Responsibility						DEL	GATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC	Delegation to Audit Committee	Delegations to Accounting Officer	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegat Delegation Managers
53(2)	MFMA	Reporting to the Municipal Council and the MEC responsible for finance any delay in the tabling of an annual budget, the approval of the service delivery and budget implementation plan or the signing of the annual performance agreements		Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Not Delegated	Services (Clo	-	-
53(3)(a)	MFMA	Ensuring that the Revenue and Expenditure projections for each month and the service delivery targets and performance indicators for each quarter, contained in the service delivery and budget implementation plan, are made public no later than 14 days after the approval of the service delivery and budget implementation plan		Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Delegated to Manager PMS		-	- Manager PMS
53(3)(b)	MFMA	Ensuring that the performance agreements of the Municipal Manager, senior managers and any other categories of officials as may be prescribed, are made public no later than 14 days after the approval of the Municipality's service delivery and budget implementation plan		Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Delegated to Manager PMS		-	- Manager PMS
53(3)(b)	MFMA	Submission of the annual performance agreements of the Municipal Manager, senior managers and any other categories of officials as may be prescribed, to the Municipa Council and the MEC responsible for local government		Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Delegated to Manager PMS		-	<ul> <li>Manager PMS</li> </ul>
54(1)(a)	MFMA	Making arrangements for the receipt of a monthly statement on the state of the Municipality's budget and a mid-year corporate performance assessment report	<ol> <li>The statement a statement regarding the state of the municipality's budget must be submitted not late than 10 working days after the end of each month</li> <li>The mid-year performance assessment report must be submitted not later than 25 January of each year</li> <li>The mid-year corporate performance assessment report must be submitted to the Council not later than 31 January each year</li> </ol>	r	-	Act - Delegated to MFMA Steering Comm	-	-	Mayor - Not Delegated	-	-	-	-		-	-
54(1)(b)	MFMA	Determining the procedures, including reports required to check whether the Municipality's approved budget is implemented in accordance with the service delivery and budget implementation plan	-	Mayor	-	Act - Delegated to MFMA Steering Comm & Accounting Officer	-	-	Mayor - Delegated to Accounting Officer	-	-	-	Mayor - Delegated to Manager PMS		-	- Manager PMS
54(1)(c)	MFMA	Determining whether it is necessary to make any revisions to the service delivery and budget implementation plan	Revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of the Council following approval o an adjustments budget		-	Act - Delegated to MFMA Steering Comm & Accounting Officer	-	-	Mayor - Delegated to Accounting Officer	-	-	-	Mayor - Delegated to Manager PMS		-	- Manager PMS
54(1)(d)	MFMA	Determining the instructions to be given to the Municipal Manager to ensure that the budget is implemented in accordance with the service delivery and budget implementation plan and that spending of funds and revenue collection proceed in accordance with the budget	If the Municipality faces any serious financial problems, the Executive Mayor must promptly respond to and initiate any remedial or corrective steps proposed by the Municipal Manager to deal with such problems, which may include steps to reduce spending when revenue is anticipated to be less than projected in the Municipality's approved budget, the tabling of an adjustments budget or steps in terms of Chapter 13 of the MFMA and alert the Council and the MEC for local government to those problems	Mayor 5		Act - Not Delegated	-	-	-	-	-	-	-		-	-
54(1)(e)	MFMA	Considering whether the Municipality faces any financial problems including any emerging or impending financial	-	Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-		-	-
54(3)	MFMA	problems Making public any revisions of the service delivery and budget implementation plan		Mayor		Act - Delegated to MFMA Steering Comm & Accounting Officer	-	-	Mayor - Delegated to Accounting Officer		-	-	Mayor - Delegated to Manager PMS		-	- Manager PMS
55	MFMA	Immediately report to the MEC for local government if the Municipality has not approved an annual budget by 1 July of any year or if the Municipality encounters a serious financia problem		Mayor	-	Act - Delegated to MFMA Steering Comm & Accounting Officer	-	-	Mayor - Delegated to Accounting Officer	-	-	-	Mayor - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
56	MFMA	Providing guidance to the Municipality to exercise its rights and powers over any municipal entity in which the Municipality has sole or shared control		Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Not Delegated		-	-
59(1)(a)	MFMA	Deciding to delegate the powers and duties assigned to the Executive Mayor in terms of the MFMA	<ol> <li>Such power or duty may only be delegated to another member of the Mayoral Committee</li> <li>A delegation by the Executive Mayor must be in writing</li> <li>A delegation by the Executive Mayor does not divest him/her of the responsibility concerning the exercise of the delegated power or the performance of the delegated duty.</li> </ol>	Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-		-	-
59(2)	MFMA	Determining the conditions and limitations of any delegation by the Executive Mayor		Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-		-	-
59(3)	MFMA	Deciding to confirm, vary or revoke any decision taken in consequence of a delegation by the Executive Mayor	No variation or revocation of a decision may detract from any rights that may have accrued as a result of the decision	Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-		-	-



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIO	NS	Responsibility						DELE	EGATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees		Delegation	Accounting	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delega Delegation Manager
87(3)	MFMA	Tabling the proposed budget of a municipal entity of which the Municipality is the parent municipality in the Municipal Council		Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-		-
87(6)	MFMA	Considering an application by the board of directors of a municipal entity of which the Municipality is the parent municipality to revise the budget of the municipal entity	-	Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-		-
87(9)	MFMA	Tabling the budget or adjusted budget and any adjustments budget of a municipal entity of which the Municipality is the parent municipality at the next Council meeting		Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-		
102(1)	MFMA	Receiving a report of the board of directors of a municipal entity of which the Municipality is the parent municipality any irregular Expenditure or any fruitless and wasteful Expenditure incurred by, or on behalf of, that municipal entity	-	Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Not Delegated	-		-
103	MFMA	Receiving a report of the accounting officer of a municipal entity of which the Municipality is the parent municipality regarding any interference by a councillor outside that councillor's assigned duties, in the financial affairs of the municipal entity; or the responsibilities of the board of directors of the municipal entity	-	Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Not Delegated	-		-
127(2)	MFMA	Tabling in the Municipal Council the Municipality's annual report and the annual report of any municipal entity under the Municipality's sole or shared control	-	Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-		-
127(3)(a)	MFMA	Submitting to the Council a written explanation setting out the reasons for any delay in tabling the Municipality's annua report and the annual report of any municipal entity under the Municipality's sole or shared control	-	Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Not Delegated	-		-
130(1)	MFMA	Determining the reasonable time period to be allowed during a council meeting at which an annual report is to be discussed or at which decisions concerning an annual report are to be taken for the discussion of any written submissions received from the local community or organs of state on the annual report and for members of the local community or any organs of state to address the Municipal Council	5	Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Not Delegated	-		-
131(1)	MFMA	Ensuring that the Municipality addresses all the issues raised in an audit report	I -	Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Delegated to All Directors	Accounting Officer - Not Delegated	Accounting Office Not Delegated	er -
133(1)(a)	MFMA	Tabling in the Municipal Council a written explanation setting out the reasons for the failure of the Municipal Manager or of the accounting officer of a municipal entity under the Municipality's sole or shared control to submit annual financial statements to the Auditor-General or the Executive Mayor's failure to table the annual report of the Municipality or a municipal entity in the Municipal Council	-	Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
136(1)(a)	MFMA	Participating in consultations with the MEC for local government regarding a serious financial problem in the Municipality	-	Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Delegated to Director Management	Accounting Officer - Not Delegated		-
137(1)(d)	MFMA	Participating in consultations with the MEC for local government regarding the Municipality's co-operation in resolving any financial problem, and if applicable, implementing the financial recovery plan	•	Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Services/CFO Mayor - Delegated to All Directors	Accounting Officer - Not Delegated	Accounting Office Not Delegated	ır ·
139(1)(b)	MFMA	Participating in consultations with the MEC for local government regarding the Municipality's co-operation in implementing the recovery plan, including the approval of a budget and legislative measures giving effect to the recovery plan		Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Delegated to All Directors	Accounting Officer - Not Delegated	Accounting Office Not Delegated	:r -
139(2)	MFMA	Receiving a request made by the provincial executive to the Municipal Financial Recovery Service to determine the reasons for the crisis in the Municipality's financial affairs, to assess the Municipality's financial state and to prepare an appropriate recovery plan for the Municipality		Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Not Delegated	-		-
8(5)	MFMA	Submission of the Municipality's primary bank account details, and any impending change thereof.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Director Management Services/CFO		- Not Sub-delega
9(a)	MFMA	Submission of the prescribed details regarding any new bank accounts opened for the Municipality	< -	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service	s	<ul> <li>Manager Finar</li> <li>Services</li> </ul>
9(b)	MFMA	Submission of the details of the Municipality's bank account annually before the start of a financial year	s-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service	s.	<ul> <li>Manager Finan Services</li> </ul>



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	IS	Responsibility						DELI	GATION CHANN	IEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner			Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to	Delegation to MPAC	Delegation	Accounting	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegated/ Delegation to Managers
1)(a)	MFMA	Administration of the Municipality's bank accounts	-	Accounting Officer	-	-	-	-	-		-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service		Manager Financial Services
D(2)	MFMA	Enforcing compliance with sections 7, 8 and 11 of the MFMA	-	Accounting Officer		-		-	-		-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		Not Sub-delegated
1(1)	MFMA	A municipality or municipal entity must take all reasonable and prudent steps consistent with its investment policy and according to the standard of care set out in regulation 5, to ensure that it places its investments with credit-worthy institutions.		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Income, Expenditure and ICT		Manager Income, Expenditure and ICT
1(4)(a)	MFMA	Preparation & tabling of a quarterly consolidated report of all withdrawals made in terms of section 11(1)(b) to (j) of the MFMA from the Municipality's bank accounts	-	Accounting Officer	-	-	-	-		· -	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service	25	Manager Financial Services
.(4)(b)	MFMA	Submission of quarterly consolidated report of all withdrawals made in terms of section 11 (1)(b) to (j) of the MFMA to the provincial treasury and the Auditor-General	-	Accounting Officer	-	-	-	-	-		-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service	25	Manager Financial Services
(4)	MFMA	Issuing written authority to withdraw money without appropriation in terms of an approved budget from a bank account opened for the purpose of relief, charitable, trust or other fund.	-	Accounting Officer	-	-	-	-			-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service	25	Manager Financial Services
2	MFMA	Making the annual budget public, inviting the community to submit representations in connection therewith and submitting the annual budget to the national and provincial treasuries and affected municipalities	-	Accounting Officer	-	-	-	-			-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service	25	Manager Financial Services
4(3)	MFMA	Submission of the approved annual budget to the National Treasury and the provincial treasury	Submission within ten working days after the municipal council has approved the annual budget and compliant with. regulations 20 (1) & (2) and 27 (1) & (2) of the Budg & Rep Regulations	Accounting Officer	-	-	-	-			-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service	25	Manager Financial Services
1(c)	MFMA	Issuing a certificate specifying that actual revenue for the financial year concerned is expected to exceed budgeted revenue and that sufficient funds are available for exceeding the amount appropriated for a specific capital programme without incurring further borrowing beyond the annual budget limit	-	Accounting Officer	-	-	-	-	-		-	-	Act - Not Delegated	-		
2(4)	MFMA	Informing the Executive Mayor, the MEC for local government and the Auditor-General, in writing, of any unauthorised, irregular or fruitless and wasteful Expenditure incurred by the Municipality, whether any person is responsible or under investigation for such unauthorised, irregular or fruitless and wasteful Expenditure and the steps that have been taken to recover or rectify such Expenditure and to prevent a recurrence of such Expenditure.		Accounting Officer	-	-	-	-	-		-	-	Act - Not Delegated	-		
2(6)	MFMA MFMA	Reporting alleged irregular Expenditure that constitutes a criminal offence and alleged theft and fraud which occurred in the Municipality to the SAPS. Accounting Officer of the Municipality responsible for the	-	Accounting Officer Accounting	-	-	-	-	-		-	-	Act - Not Delegated Act - Not	-		
~,		transfer must notify the receiving Municipality at least 120 days before the start of the financial yaer of any allocation proposed to be transferred to another municipality during each of the next three financial years		Officer									Delegated			
5(2)(b)	MFMA	Signing a debt agreement or other document which creates or acknowledges any short term debt	-	Accounting Officer	-	-	-	-	-		-	-	Act - Not Delegated	-		
2)(b)	MFMA	Signing a debt agreement or other document which creates or acknowledges any long-term debt	-	Accounting Officer	-	-	-	-	-		-	-	Act - Not Delegated	-		
)(b)(i)	MFMA	Provide guidance and advice on compliance with this Act to the Political Structures, Political Office Bearers and Officials of the Municipality and or Municipal Entity	-	Accounting Officer	-	-	-	-	-		-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		
1(1)(b)	MFMA	Deciding the timing and manner of disclosing to the Municipal Council and the Executive Mayor all material facts which are available or reasonably discoverable, and which in any way might influence the decisions or actions of the Municipal Council or the Executive Mayor.		Accounting Officer	-	-	-	-		-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		
i2(1)(a)	MFMA	Deciding the reasonable steps to be taken to ensure that that the resources of the Municipality are used effectively, efficiently and economically	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to All Directors	Accounting Officer - Not Delegated	Accounting Office Not Delegated	r

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Courts -		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIONS		Responsibility	<b>C 1</b>	Delta di	Dala di		Del 11		GATION CHANN		Dela II	Polo II	Palas di	
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC		Accounting	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegated/ Delegation to Managers
(1)(b)	MFMA	Deciding the reasonable steps to be taken to ensure that that full and proper records of the Municipality's financial affairs are kept in accordance with any prescribed norms and standards		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
!(1)(c)(i)	MFMA	Deciding the reasonable steps to be taken to ensure that - that the Municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Chief Risk Officer	-	-	Chief Risks Officer
!(1)(c)(ii)	MFMA	Deciding the reasonable steps to be taken to ensure that the - Municipality has and maintains effective, efficient and transparent systems of internal audit operating in accordance with any prescribed norms and standards		Accounting Officer	-	-	-	-	-		-	-	Act - Delegated to Head Internal Audit	-	-	Head Internal Audit
!(1)(d)	MFMA	Deciding the reasonable steps to be taken to ensure that - unauthorised, irregular or fruitless and wasteful Expenditure and other losses are prevented		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to All Directors	Accounting Officer - Delegated to All Managers	Accounting Officer Delegated to All Managers	r · Managers
2(1)(e)	MFMA	Deciding the reasonable steps to be taken to ensure that disciplinary or, when appropriate, criminal proceedings are instituted against any official of the Municipality who has allegedly committed an act of financial misconduct or an offence in terms of Chapter 15 of the MFMA		Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-	-	
(1)(f)(i)	MFMA	Deciding the reasonable steps to be taken to ensure that the - Municipality has and implements a tariff policy referred to in section 74 of the Municipal Systems Act (Tariff Policy)		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service	-	Manager Financial Services
(1)(f)(ii)	MFMA	Deciding the reasonable steps to be taken to ensure that the - Municipality has and implements a rates policy as required in terms of section 3 of the Local Government: Municipal Property Rates Act, 2004 (Act No 6 of 2004)		Accounting Officer	-	-	-	-	-	-		-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Income, Expenditure and	-	Manager Income, Expenditure and ICT
(1)(f)(iii)	MFMA	Deciding the reasonable steps to be taken to ensure that the - Municipality has and implements a credit control and debt collection policy referred to in section 96(b) of the Municipal Systems Act		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Income, Expenditure and	-	Manager Income, Expenditure and ICT
!(1)(f)(iv)	MFMA	Deciding the reasonable steps to be taken to ensure that - that the Municipality has and implements a supply chain management policy in accordance with Chapter 11 of the MFMA		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	ICT Accounting Officer - Delegated to Manager SCM	-	Manager SCM
(2)(a)	MFMA	Deciding the reasonable steps to be taken to ensure that the Municipality has and maintains a management, accounting and information system that accounts for the assets and liabilities of the Municipality		Accounting Officer		-	-	-	-		-	-	Act - Delegated to Director Management Services/CFO	-	-	Manager Income, Expenditure and ICT
(2)(b)	MFMA	Deciding the reasonable steps to be taken to ensure that the - Municipality's assets and liabilities are valued in accordance with standards of generally recognised accounting practice		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service	-	Manager Financial Services
(2)(c)	MFMA	Deciding the reasonable steps to be taken to ensure that the - Municipality has and maintains a system of internal control of assets and liabilities, including an asset and liabilities register, as may be prescribed		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Head Internal Audit	-	-	Head Internal Audit
(2)(a)	MFMA	Deciding the reasonable steps to be taken to ensure that the - Municipality has effective revenue collection systems consistent with section 95 of the Municipal Systems Act and the Municipality's credit control and debt collection policy		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Income, Expenditure and ICT	-	Manager Income, Expenditure and ICT
(2)(b)	MFMA	Deciding the reasonable steps to be taken to ensure that revenue due to the Municipality is calculated on a monthly basis		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Income, Expenditure and	-	Manager Income, Expenditure and ICT
(2)(c)	MFMA	Deciding the reasonable steps to be taken to ensure that - accounts for charges for municipal services are prepared on a monthly basis, or less often as may be prescribed where monthly accounts are uneconomical		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Income, Expenditure and	-	Manager Income, Expenditure and IC
i(2)(d)	MFMA	Deciding the reasonable steps to be taken to ensure that all - money received is promptly deposited in accordance with the MFMA into the Municipality's primary and other bank accounts		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	ICT Accounting Officer - Delegated to Manager Income, Expenditure and	-	Manager Income, Expenditure and ICT

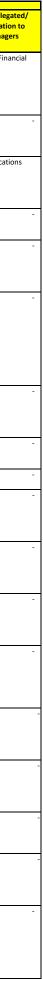
		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIONS		Responsibility						DELI	GATION CHANN					
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio	Delegation to Portfolio Committees	Delegation to MPAC	Delegation to Audit Committee	Delegations to Accounting Officer	Director Management	Delegation To Director Community	Sub-Delegated/ Delegation to Managers
(2)(0)	MFMA	Deciding the reasonable steps to be taken to ensure that the -		Accounting					Committee				Act -	Services/CFO Accounting	Services	Managor Incomo
4(2)(e)	IVIFINA	Municipality has and maintains a management, accounting		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to	Officer -		<ul> <li>Manager Income, Expenditure and ICT</li> </ul>
		and information system which recognises revenue when it is											Director	Delegated to		
		earned and accounts for debtors and for receipts of Revenue											Management	Manager		
													Services/CFO	Income, Expenditure and		
(2)(0)														ICT		
4(2)(f)	MFMA	Deciding the reasonable steps to be taken to ensure that the - Municipality has and maintains a system of internal control		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to	Accounting Officer -		<ul> <li>Manager Income, Expenditure and ICT</li> </ul>
		in respect of debtors and revenue											Director	Delegated to		
													Management Services/CFO	Manager Income,		
													Services, er o	Expenditure and		
4(2)(g)	MFMA	Deciding the reasonable steps to be taken to ensure that the -		Accounting	-	-	-	-	-	-	-	-	Act -	ICT Accounting		- Manager Income,
(-/(8)		Municipality charges interest on arrears, except where the		Officer									Delegated to	Officer -		Expenditure and ICT
		Council has granted exemptions in accordance with its											Director	Delegated to		
		budget-related policies and within a prescribed framework											Management Services/CFO	Manager Income,		
													,	Expenditure and		
4(2)(h)	MFMA	Deciding the reasonable steps to be taken to ensure that all -		Accounting		-	-	-	-	-	-	-	Act -	ICT Accounting		- Manager Income,
(-/(··/		revenue received by the Municipality, including revenue		Officer									Delegated to	Officer -		Expenditure and ICT
		received by any collecting agent on its behalf, is reconciled											Director	Delegated to		
		at least on a weekly basis											Management Services/CFO	Manager Income,		
													Services, er o	Expenditure and		
4(3)	MFMA	Informing the National Treasury of any payments due by an (This wou	uld relate to the support and information that	Accounting									Act -	ICT Accounting		- Manager Income,
+(5)			ed to the Director Management	Officer	-	-	-	-	-	-	-	-	Delegated to	Officer -		Expenditure and ICT
		or for municipal services, if such payments are regularly in Services/	/CFO. The A/O & Director Management										Director	Delegated to		
		arrears for periods of more than 30 days. Services/	/CFO would inform the NT)										Management Services/CFO	Manager Income,		
													Services/CFO	Expenditure and		
														ICT		
4(4)(a)	MFMA	Deciding the reasonable steps to be taken to ensure that any (This wo funds collected by the Municipality on behalf of another that is pr	rovided to the Support and Information	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to	Accounting Officer -		<ul> <li>Manager Income, Expenditure and ICT</li> </ul>
		organ of state is transferred to that organ of state at least on Services/											Director	Delegated to		
		a weekly basis											Management	Manager		
													Services/CFO	Income, Expenditure and		
														ІСТ		
4(4)(b)	MFMA	Deciding the reasonable steps to be taken to ensure that - funds collected by the Municipality on behalf of another		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to	Accounting Officer -		<ul> <li>Manager Income, Expenditure and ICT</li> </ul>
		organ of state are not used for purposes of the Municipality		omeer									Director	Delegated to		Expenditure and for
													Management	Manager		
													Services/CFO	Income, Expenditure and		
														ICT		
5(2)(a)	MFMA	Deciding the reasonable steps to be taken to ensure that the - Municipality has and maintains an effective system of		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to	Accounting Officer - Not		-
		Revenue control, including procedures for the approval,		omeer									Director	Delegated		
		authorisation, withdrawal and payment of funds											Management			
5(2)(b)	MFMA	Deciding the reasonable steps to be taken to ensure that the -		Accounting	-	-	-	-	-	-	-	-	Services/CFO Act -	Accounting		- Manager Income,
-(-)(-)		Municipality has and maintains a management, accounting		Officer									Delegated to	Officer -		Expenditure and ICT
		and information system which recognises revenue when it is											Director	Delegated to		
		incurred and that accounts for creditors of, and payments made by, the Municipality											Management Services/CFO	Manager Income,		
		·····											,	Expenditure and		
5(2)(c)	MFMA	Deciding the reasonable steps to be taken to ensure that the -		Accounting		_	-	-	-	-	-	-	Act -	ICT Accounting		- Manager Income,
		Municipality has and maintains a system of internal control		Officer									Delegated to	Officer -		Expenditure and ICT
		in respect of creditors and payments											Director	Delegated to		
													Management Services/CFO	Manager Income,		
														Expenditure and		
(2)(d)	MFMA	Deciding the reasonable steps to be taken to ensure that -		Accounting	-		-	-	-	-	-	-	Act -	ICT Accounting		- Manager Income,
/.~/		payments by the Municipality are made directly to the		Officer		, in the second s							Delegated to	Officer -		Expenditure and ICT
		person to whom it is due unless agreed otherwise for											Director	Delegated to		
		reasons as may be prescribed and either electronically or by way of non-transferable cheques											Management Services/CFO	Manager Income,		
													Services, er o	Expenditure and		
(2)(e)	MFMA	Deciding the reasonable steps to be taken to ensure that all -		Accounting	ļ								Act -	ICT Accounting	<u> </u>	- Manager Income,
(2)(C)		money owing by the Municipality be paid within 30 days of		Accounting Officer		-	-	-	_	-	-	-	Act - Delegated to	Officer -		<ul> <li>Manager Income,</li> <li>Expenditure and ICT</li> </ul>
		receiving the relevant invoice or statement, unless											Director	Delegated to		
		prescribed otherwise for certain categories of revenue											Management Services/CFO	Manager		
													Sei ViLes/LFU	Income, Expenditure and		
(2)(f)		Deciding the reasonable states to be taken to a survey that the		Accountin									Act	ICT		Managaria
(2)(f)	MFMA	Deciding the reasonable steps to be taken to ensure that the - Municipality complies with its tax, levy, duty, pension,		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to	Accounting Officer -		<ul> <li>Manager Income, Expenditure and ICT</li> </ul>
		medical aid, audit fees and other statutory commitments											Director	Delegated to		
													Management	Manager		
													Services/CFO	Income, Expenditure and		
		1 1						1	1	i i	1	1	1	ICT	1	

		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	S	Responsibility						DELL	GATION CHAN					
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC	Delegation to Audit Committee	Delegations to Accounting Officer	o Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegate Delegation Managers
65(2)(g)	MFMA	Deciding the reasonable steps to be taken to ensure that any dispute concerning payments due by the Municipality to another organ of state is disposed of in terms of legislation regulating disputes between organs of state	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
65(2)(h)	MFMA	Deciding the reasonable steps to be taken to ensure that the Municipality's available working capital is managed effectively and economically in terms of the prescribed cash management and investment framework	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting		-
65(2)(i)	MFMA	Deciding the reasonable steps to be taken to ensure that the Municipality's supply chain management policy is implemented in a way that is fair, equitable, transparent, competitive and cost-effective	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Delegated to Manager SCM		- Manager SCM
65(2)(j)	MFMA	Deciding the reasonable steps to be taken to ensure that all financial accounts of the Municipality are closed at the end of each month and reconciled with its records	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager	s	<ul> <li>Manager Finance</li> <li>Services</li> </ul>
66	MFMA	Reporting to the Council on all Expenditure incurred by the Municipality on staff salaries, wages, allowances and benefits, and in a manner that discloses such Expenditure per type of revenue	-	Accounting Officer		-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Delegated		-
67(1)	MFMA	Determining whether an organisation or body outside any sphere of government to whom funds of the Municipality stand to be transferred otherwise than in compliance with a commercial or other business transaction, - (a) has the capacity to comply with sub-sections (i) - (iv) (b) implements effective, efficient and transparent financial management and internal control systems to guard against fraud, theft and financial mismanagement; and (c) has in respect of previous similar transfers complied with all the requirements of section 67(1) of the MFMA	-	Accounting Officer	-		-	-	-		-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
67(1)	MFMA	Entering into an agreement with an organisation or body outside any sphere of government to whom funds of the Municipality stand to be transferred otherwise than in compliance with a commercial or other business transaction	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
67(2)	MFMA	Obtaining the approval of the provincial treasury to transfer funds of the Municipality to an organisation or body outside any sphere of government otherwise than in compliance with a commercial or other business transaction if there has been a failure by an organisation or body to comply with the requirements of section 67(1) of the MFMA in respect of a previous transfer	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
67(3)	MFMA	Determining the appropriate mechanisms to ensure compliance by an organisation or body outside any sphere of government to whom funds of the Municipality was transferred otherwise than in compliance with a commercial or other business transaction with – (a) any agreement with the Municipality, (b) for the period of the agreement to comply with all reporting, financial management and auditing requirements as may be stipulated in the agreement, (c) to report at least monthly to the Municipal Manager on actual revenue against such transfer and to submit its audited financial statements for its financial year to the Municipal Manager promptly; (d) implements effective, efficient and transparent financial management and internal control systems to guard against fraud, theft and financial mismanagement; and (e) has in respect of previous similar transfers complied with all the requirements of section 67(1) of the MFMA	-	Accounting Officer	-		-	-	-		-	-	Act - Not Delegated			-
67(4)	MFMA	Determining whether an organisation or body outside any sphere of government to whom funds of the Municipality stand to be transferred otherwise than in compliance with a commercial or other business transaction is an organisation or body serving the poor or used by government as an agency to serve the poor	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		
68(a)	MFMA	Assisting the Executive Mayor in performing the budgetary steps assigned to the Executive Mayor	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Delegated to Manager	s	<ul> <li>Manager Finance Services</li> </ul>
68(b)	MFMA	Determining and making available the administrative support, resources and information required by the Executive Mayor to perform the budgetary steps assigned to the Executive Mayor.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Delegated to Manager	s.	<ul> <li>Manager Finand</li> <li>Services</li> </ul>



Section From	Source of	MUNICIPAL FINANCE AND GOVERNANCE DELEGATION Power & Function Conferred	Applicable Condition/Limitation	Responsibility Origin/ Owner	Council Not	Delegation to	Delegation to	Deputy	Delegation to		EGATION CHAN		Delegations to	Delegation to	Delegation To	Sub-Delegated/
Source	Delegation				Delegated	Mayor/Mayor Not Delegated	Speaker	Mayor	MFMA Finance Port Folio	Portfolio Committees	to MPAC	to Audit Committee	Accounting Officer	Director Management	Director Community	Delegation to Managers
9(1)(a)	MFMA	Determining, in relation to implementing the Municipality's	-	Accounting				-	Committee				Act -	Services/CFO Accounting	Services	<ul> <li>Manager Income,</li> </ul>
(1)(u)		approved budget, the reasonable steps required to ensure		Officer									Delegated to	Officer -		Expenditure and ICT
		that the spending of funds is in accordance with the budget											Director	Delegated to		
		and is reduced as necessary when revenue is anticipated to be less than projected in the budget or in the service											Management Services/CFO	Manager Income,		
		delivery and budget implementation plan												Expenditure and		
9(1)(b)	MFMA	Determining, in relation to implementing the Municipality's		Accounting									Act -	ICT Accounting		- Manager Income,
9(1)(0)	IVIFIVIA	approved budget, the reasonable steps required to ensure	-	Officer	-	-	-	-	-	-	-	-	Delegated to	Officer -		Expenditure and ICT
		that Expenditure and revenue are properly monitored											Director	Delegated to		
													Management Services/CFO	Manager Financial Service	s	
														r manelar ber vice	5	
9(2)	MFMA	Determining whether it is necessary to prepare an	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not	-		
i9(2)	MFMA	adjustments budget Preparing an adjustments budget and submitting it to the	-	Accounting	-	-	-	-	-	-	-	-	Delegated Act -	Accounting		- Manager Financial
		Executive Mayor for consideration and tabling in the Council		Officer									Delegated to	Officer -		Services
													Director Management	Delegated to Manager		
													Services/CFO	Financial Service	s	
9(3)(a)	MFMA	Dropaging and submitting within 14 days after the approval		Accounting									Act	-		Managar DMC
9(3)(d)		Preparing and submitting, within 14 days after the approval of the Municipality's annual budget, a draft service delivery	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to	-		<ul> <li>Manager PMS</li> </ul>
		and budget implementation plan for the budget year											Manager PMS			
9(3)(b)	MFMA	Preparing and submitting, within 14 days after the approval	-	Accounting		-		-	-	-	-		Act -			<ul> <li>Manager PMS</li> </ul>
5(5)(6)		of the Municipality's annual budget, drafts of the annual		Officer									Delegated to			Wanager 1 Wis
		performance agreements as required in terms of section											Manager PMS			
		57(I)(b) of the Municipal Systems Act for the Municipal Manager and all senior managers														
0(1)	MFMA	Reporting in writing to the Municipal Council any impending	-	Accounting	-	-	-	-	-	-	-	-	Act -	Accounting		- Manager Financial
		shortfalls in budgeted revenue and overspending of the		Officer									Delegated to	Officer -		Services
		Municipality's budget and any steps taken to prevent or rectify such shortfalls or overspending											Director Management	Delegated to Manager		
													Services/CFO	Financial Service	s	
0(2)	MFMA	Informing the National Treasury that the Municipality's bank	-	Accounting		-		-	-	-	-		Act -	Accounting		<ul> <li>Manager Financial</li> </ul>
0(2)		account or, if the Municipality has more than one bank		Officer									Delegated to	Officer -		Services
		account, the consolidated balance in those bank accounts,											Director	Delegated to		
		shows a net overdrawn position for a period exceeding a prescribed period											Management Services/CFO	Manager Financial Service	<	
													50111003/010			
'1(1)	MFMA	Submitting to the Executive Mayor and the provincial	Regulation 28 of the Bud & Rep Regulations - the	Accounting	-	-	-	-	-	-	-	-	Act -	Accounting		<ul> <li>Manager Financial</li> </ul>
		treasury, within 10 working days after the end of each month, a statement in the prescribed format on the state of	monthly budget statement of a municipality must be in the format specified in Schedule C	Officer									Delegated to Director	Officer - Delegated to		Services
		the municipality's budget											Management	Manager		
													Services/CFO	Financial Service	s	
'1(5)	MFMA	Submitting to the national or provincial organ of state or	-	Accounting	-	-	-	-	-	-	-	-	Act -	Accounting		- Manager Financial
		municipality which transferred an allocation during any		Officer									Delegated to	Officer -		Services
		particular month to the Municipality within 10 working days after the end of the month concerned a statement indicating											Director Management	Delegated to Manager		
		the amount of any allocations received and actual revenue											Services/CFO	Financial Service	s	
		on those allocations, excluding revenue on its share of the local government equitable share and allocations exempted														
		by the annual Division of Revenue Act from compliance with														
		this requirement														
2(1)(a)	MFMA	Performing an assessment of the Municipality's performance	Bud & Rep Regulation 33. A mid-year budget and	Accounting	-	-	-	-	-	-	-	-	Act -	Accounting	-	Manager Financial
		during the first half of each financial year	performance assessment of a municipality referred to	Officer									Delegated to	Officer -		Services
			in section 72 of the Act must be in the format specified in Schedule C and include all the required										Director Management	Delegated to Manager		
			tables, charts and explanatory information, taking										Services/CFO	Financial Service	s	
			into account any guidelines issued by the Minister in													
			terms of section 168(1) of the Act													
2(1)(b)	MFMA	Submitting the mid-year performance assessment report to	Bud & Rep Regulation 35. The municipal manager	Accounting	-	-	-	-	-	-	-	-	Act -	Accounting	1	- Manager Financial
		the Executive Mayor, the National Treasury and the Provincial Treasury	must submit to the National Treasury and the relevant provincial treasury, in both printed and	Officer									Delegated to Director	Officer - Delegated to		Services
			electronic form -										Management			
			(a) the mid-year budget and performance										Services/CFO	Financial Service	s	
			assessment by 25 January of each year; and (b) any other information relating to the mid-													
			year budget and performance assessment as may be													
			required by the National Treasury.													
2(3)	MFMA	Determining whether it is necessary to recommend that an	-	Accounting	-	-	-	-	-	-	-	-	Act - Not	-	<u> </u>	
		adjustments budget be considered and that revised		Officer									Delegated			
		projections for revenue and expenditure is necessary														
3(a)	MFMA	Informing the provincial treasury of any failure by the	-	Accounting	-	-	-	-	-	-	-	-	Act -	Accounting	†	
		Municipal Council to adopt or implement a budget-related		Officer									Delegated to	Officer - Not		
		policy or a supply chain management policy											Director Management	Delegated		
													Services/CFO			
3(b)	MFMA	Informing the provincial treasury of any non-compliance by a	-	Accounting	-	-	-	-	-	-	-	-	Act -	Accounting		
		political structure or political office-bearer of the Municipality with a budget-related policy or the supply chain		Officer									Delegated to Director	Officer - Not Delegated		
		management policy											Management			
					1	1	1	1	1	1	1	i i	Services/CFO	1	1	1

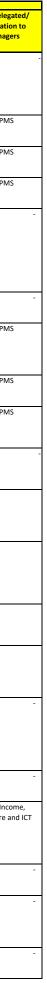
		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	S	Responsibility						DELI	EGATION CHANI	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	to MPAC	Delegation to Audit Committee	Delegations to Accounting Officer	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegat Delegation Manager
74(1)	MFMA	Submitting to the National Treasury, the provincial treasury, the department for local government and the Auditor- General such information, returns, documents, explanations and motivations as may be prescribed or as may be required.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service:	-	Manager Finar Services
74(2)	MFMA	Reporting his/her inability to comply with any of the responsibilities in terms of the MFMA, together with reasons, to the Executive Mayor and the provincial treasury	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-	-	
75(1)	MFMA	Ensuring that the required documents are uploaded to, and available on, the Municipality's website within five days after its tabling in the Council or on the date on which it must be made public, whichever occurs first		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Communicatio ns Officer	-	-	Communicatio Officer
77(1)	MFMA	Deciding to designate any officials other than those listed in section 77(1)(a) to (c) of the MFMA as "top management"	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-	-	
79(1)(a)	MFMA	Developing an appropriate system of delegation that will both maximise administrative and operational efficiency and provide adequate checks and balances in the Municipality's financial administration for the proper application of the MFMA.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	Accounting Office Not Delegated	r ·
79(1)(b)	MFMA	Delegating to a member of the Municipality's top management or any other official of the Municipality any of the powers or duties assigned to an accounting officer in terms of the MFMA or any powers or duties reasonably necessary to assist the accounting officer in complying with a duty which requires the accounting officer to take reasonable or appropriate steps to ensure the achievement of the aims of a specific provision of the MFMA.	-	Accounting Officer	-	-	-	-		-	-	-	Act - Not Delegated		-	
79(1)(c)	MFMA	Regularly reviewing delegations issued to a member of the Municipality's top management or any other official of the Municipality and, if necessary, amending or withdrawing any of those delegations.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	-	Accounting Office Not Delegated	r -
79(4)	MFMA	Reviewing and confirming, varying or revoking any decision taken in consequence of a delegation or sub-delegation in terms of the MFMA.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-	-	
80(2)(b)	MFMA	Allocating officials of the Municipality to the Chief Financial Officer.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-	-	
84(1)(b)	MFMA	Making an assessment of the impact of the shifting of a function or service to a municipal entity on the Municipality's staff, assets and liabilities when considering the establishment of, or participation in, a municipal entity	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
84(2)(a)(i) (aa)	MFMA	Publishing an information statement regarding the Municipality's intention to establish and/or participate in a municipal entity	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
84(2)(a)(i) (bb)	MFMA	Inviting the local community, organised labour and other interested persons to submit comments or representations in respect of the Municipality's intention to establish and/or participate in a municipal entity	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
84(2)(a)(ii)	MFMA	Soliciting the views and recommendations of the National Treasury and the provincial treasury, the national and provincial departments responsible for local government and the MEC responsible for local government in respect of the Municipality's intention to establish and/or participate in a municipal entity	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-	-	
86(2)	MFMA	Submitting the information received from a municipal entity of which the Municipality is the parent municipality regarding the entity's bank account(s) to the Auditor- General, the National Treasury and the provincial treasury	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
87(11)	MFMA	Receiving a monthly statement in the prescribed format on the state of the budget of a municipal entity of which the Municipality is the parent municipality	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
101(2)	MFMA	Tabling a report of the accounting officer of a municipal entity of which the Municipality is the parent municipality on any financial problems of the entity in the first Council meeting next ensuing	-	Accounting Officer	-	-	-	-	-	-	-	-	Accounting Officer - Not Delegated		-	
102(1)	MFMA	Receiving a report of the board of directors of a municipal entity of which the Municipality is the parent municipality any irregular expenditure or any fruitless and wasteful Expenditure incurred by, or on behalf of, that municipal entity.		Accounting Officer	-	-	-	-	-	-	-	-	Accounting Officer - Not Delegated	-		
114(1)	MFMA	Submitting a report containing the reasons for deviating from such recommendation to the Auditor-General, the provincial treasury and the National Treasury if a tender other than the one recommended in the normal course of implementing the supply chain management policy of the Municipality is approved	-	Accounting Officer	-	-	-	-	-	-	-	-	Accounting Officer - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIONS		Responsibility						DELE	GATION CHANN	EL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC		Delegations to Accounting Officer	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegated/ Delegation to Managers
15(1)(a)	MFMA	Implementing the Municipality's supply chain management - policy		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager SCM	-	Manager SCM
15(1)(b)	MFMA	Determining the reasonable steps that must be taken to ensure that proper mechanisms and separation of duties in the supply chain management system are in place to minimise the likelihood of fraud, corruption, favouritism and unfair and irregular practices		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager SCM	-	Manager SCM
16(2)(a)	MFMA	Determining the reasonable steps that must be taken to ensure that a contract or agreement procured through the supply chain management policy of the Municipality is properly enforced		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Manager SCM	-	Manager SCM
16(2)(b)	MFMA	Monitoring the performance of a contractor under a - contract or an agreement with the Municipality on a monthly basis		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to All Directors	Accounting Officer - Delegated to All	Accounting Officer Delegated to All Managers	• Managers
16(2)(c)	MFMA	Establishing the capacity in the Municipality's administration to assist the Municipal Manager to enforce the provisions of a contract or agreement between the Municipality and a contractor and to monitor the performance of a contractor under a contract or an agreement with the Municipality on a monthly basis		Accounting Officer		-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO and Other Directors	Managers Accounting Officer - Not Delegated	Accounting Officer Not Delegated	-
16(2)(d)	MFMA	Determining the frequency/regularity of reports to be submitted to the Municipal Council and regularly report to the Municipal Council regarding the management of contracts and/or agreements and the performance of contractors.		Accounting Officer		-	-	-	-		-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Manager SCM	-	Manager SCM
16(3)(a)	MFMA	Tabling the reasons for the proposed amendment of a - contract or agreement procured through the supply chain management policy of the Municipality in the Council		Accounting Officer	-	-	-	-	-		-	-	Act - Delegated to Director Management	Accounting Officer - Not Delegated	-	-
16(3)(b)	MFMA	Giving the local community reasonable notice of the intention to amend a contract or agreement procured through the supply chain management policy of the Municipality and inviting the local community to submit		Accounting Officer	-	-	-	-	-	-	-	-	Services/CFO Act - Delegated to Director Management	Accounting Officer - Manager SCM	-	Manager SCM
20(6)(a)	MFMA	representations to the Municipality Submitting the report on the feasibility study together with - all other relevant documents to the Council for a decision, in principle, on whether the municipality should continue with the proposed public-private partnership		Accounting Officer	-	-	-	-	-	-	-	-	Services/CFO Act - Not Delegated	-	-	-
20(6)(b)	MFMA	Making the particulars of the proposed public-private - partnership, including the report on the feasibility study and inviting the local community and other interested persons to submit to the Municipality comments or representations in respect of the proposed public-private partnership at least 60 days prior to the meeting of the Municipal Council at which the matter is to be considered		Accounting Officer	-		-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
20(6)(c)	MFMA	Soliciting the views and recommendations of the National Treasury, the national department responsible for local government, the responsible national department if the proposed public-private partnership involves the provision of water, sanitation, electricity or any other service as may be prescribed and any other national or provincial organ of state as may be prescribed in respect of the proposed public- private partnership at least 60 days prior to the meeting of the Municipal Council at which the matter is to be considered		Accounting Officer	-	-	-	-	-		-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
21(3)(e)	MFMA	Performing an assessment of any arrears on municipal taxes - and service charges for inclusion in the Municipality's annual report		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Income, Expenditure and	-	Manager Income, Expenditure and ICT
21(3)(f)	MFMA	Performing an assessment of the Municipality's performance- against the measurable performance objectives referred to in section 17(3)(b) of the MFMA for revenue collection from each revenue source and for each vote in the Municipality's approved budget for the relevant financial year for inclusion in the Municipality's annual report		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Manager PMS	-	-	Manager PMS
22(1)/126 (1)(a)	MFMA	Preparing annual financial statements which fairly presents - the state of affairs of the Municipality, its performance against its budget, its management Revenue, Expenditure, assets and liabilities, its business activities, its financial results, and its financial position as at the end of the financial year		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
26(1)(a)	MFMA	Submitting the annual financial statements of the Municipality to the Auditor-General on or before 31 August of each year		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	

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		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	IS	Responsibility						DELI	EGATION CHANI	NEL			
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	to MPAC	Delegation to Audit Committee	Delegations to Delegatio Accounting Director Officer Managerr Services/0	Director Director Community	Sub-Delegat Delegation Managers
126(1)(b)	MFMA	Preparing consolidated annual financial statements of the Municipality and of a municipal entity over which the Municipality has sole control or over which it has effective control within the meaning of the Municipal Systems Act of a municipal entity which is a private company	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Accountin Delegated to Officer - N Director Delegated Management Services/CFO	ng lot	-
127(1)	MFMA	Receiving the annual report of a municipal entity of which the Municipality is a parent municipality	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Manager PMS	-	- Manager PMS
127(5)(a)	MFMA	Publishing the annual report and inviting the local community to submit representations in connection with the annual report	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Manager PMS	-	- Manager PMS
127(5)(b)	MFMA	Submitting the annual report to the Auditor-General, the provincial treasury and the provincial department responsible for local government	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Manager PMS	-	- Manager PMS
128	MFMA	Monitoring whether the accounting officer of any municipal entity under the sole or shared control of the Municipality has complied with sections 121(1) and 126(2) of the MFMA, establish the reasons for any non-compliance and report any non-compliance, together with the reasons for such non- compliance, to the Municipal Council, the provincial treasury and the Auditor-General		Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-	-
129(2)(a)	MFMA	Attending the meetings of the Municipal Council and its committees where the annual report is discussed and responding to questions concerning the report	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-	-
129(2)(b)	MFMA	Submitting copies of the minutes of meetings of the Municipal Council and its committees where the annual report was discussed to the Auditor-General, the provincial treasury and the provincial department responsible for local government	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Manager PMS	-	- Manager PMS
129(3)	MFMA	Publishing the oversight report regarding the annual report	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Manager PMS	-	- Manager PMS
132(2)	MFMA	Submission of the Municipality's annual report and oversight report and the annual report and oversight report of a municipal entity under the Municipality's sole or shared control to the provincial legislature	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Manager PMS	-	- Manager PMS
146(1)(c)	MFMA	Reporting monthly to the MEC responsible for finance on the implementation of a financial recovery plan for the Municipality resulting from a mandatory provincial intervention	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not - Delegated		-
152 (1)	MFMA	Bringing an application to the High Court for an order to stay all legal proceedings, including the execution of legal process, by persons claiming money from the Municipality if the Municipality is unable to meet its financial commitments		Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-	
152(2)	MFMA	Giving notice of an application by the Municipality to the High Court for an order to stay all legal proceedings, including the execution of legal process, to persons claiming money from the Municipality if the Municipality is unable to meet its financial commitments		Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-	
153(1)(b)	MFMA	Bringing an application in the High Court for an order to suspend the Municipality's financial obligations to creditors, or any portion of those obligations, until the Municipality can meet those obligations		Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-	
153(3)	MFMA	Giving notice of an application in the High Court for an order to suspend the Municipality's financial obligations to creditors, or any portion of those obligations, until the Municipality can meet those obligations	-	Accounting Officer	-	-	-	-	-		-	-	Act - Not Delegated	-	
167(2)(a)	MFMA	Recovering any amount paid or given in cash or in kind to a to a person as a political office-bearer or as a member of a political structure of the Municipality otherwise than in accordance with the framework of the Public Office-Bearers Act, 1998 (Act No. 20 of 1998), including any bonus, bursary, loan, advance or other benefit		Accounting Officer	-	-	-	-	-		-	-	Act - Accountin Delegated to Officer - N Director Delegated Management Services/CFO	lot	-
81(1)(b)	MFMA	Advising the Municipal Manager on the exercise of powers and duties assigned to her/him in terms of the MFMA	-	Director Management Services/CFO	-	-	-	-	-	-	-	-	- Act - Not Delegated		-
81(1)(c)	MFMA	Assisting the Municipal Manager in administering the Municipality's bank accounts and in the preparation and implementation of the Municipality's budget	-	Director Management Services/CFO	-	-	-	-	-	-	-	-	- Act - Dele to Manage Income, Expenditu ICT	er	- Manager Incon Expenditure and
81(1)(d)	MFMA	Advising senior managers and other senior officials in the exercise of powers and duties assigned or delegated to them		Director Management Services/CFO	-	-	-	-	-	-	-	-	- Act - Not Delegated	1	-
82	MFMA	employees in the Budget and Treasury Office	A sub-delegation must be in writing, is subject to such limitations or conditions as the Chief Financial Officer may impose and does not divest the Chief Financial Officer of the responsibility concerning the delegated duty.	Management Services/CFO	-	-	-	-	-	-	-	-	- Act - Not Delegated		-
82(4)	MFMA	Reviewing and confirming, varying or revoking any decision taken in consequence of a sub-delegation by the Chief Financial Officer	-	Director Management Services/CFO	-			-	-	-	-	-	- Act - Not Delegated		-



Section From	Source of	MUNICIPAL FINANCE AND GOVERNANCE DELEGATION Power & Function Conferred	Applicable Condition/Limitation	Responsibility Origin/ Owner	Council Not	Delegation to	Delegation to	Deputy	Delegation to	DELE Delegation to	GATION CHANN		Delegations to	Delegation to	Delegation To	Sub-Delegated/
Source	Delegation	Power & Function conterreu	Applicable condition/clinication	Oligin/ Owner	Delegated	Mayor/Mayor Not Delegated	Speaker	Mayor	MFMA Finance Port Folio	Portfolio Committees	to MPAC	to Audit Committee	Accounting	Director Management	Director Community	Delegation to Managers
)(a)	CCM Degulations	Despace and submit a draft supply shain management policy		Assounting					Committee				Act	Services/CFO	Services	Managar SCM
L)(a)	SCM Regulations	Prepare and submit a draft supply chain management policy complying with regulation 2 to the council of the	-	Accounting Officer	-	-	-	-	-	-	-		Act - Delegated to	Accounting Officer -		<ul> <li>Manager SCM</li> </ul>
		municipality for adoption.											Director	Delegated to		
													Management Services/CFO	Manager SCM		
L)(b)	SCM Regulations	Review at least annually the implementation of the policy.	-	Accounting	-	-	-	-	-	-	-	-	Act -	Accounting		- Manager SCM
				Officer									Delegated to	Officer -		
													Director Management	Delegated to Manager SCM		
													Services/CFO			
1)(c)	SCM Regulations	Submit when considered necessary, proposals for the amendment of the policy to the council.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to	Accounting Officer - Not		-
		unicidancia of the policy to the council.		onicer									Director	Delegated		
													Management			
2)(a)	SCM Regulations	Make use of any Treasury guidelines determining standards	-	Accounting	-	-	-	-	-	-	-		Services/CFO Act -	Accounting		- Manager SCM
		for municipal supply chain management policies, and submit		Officer									Delegated to	Officer -		-
		to the council that guideline standard, or any modified version thereof, as a draft policy.											Director Management	Delegated to Manager SCM		
		version thereof, as a draft policy.											Services/CFO	Manager Selvi		
!)(b)	SCM Regulations	Ensure that a draft policy submitted to council that differs	-	Accounting	-	-	-	-	-	-	-	-	Act -	Accounting		-
		from the guideline standard complies with Regulation 2.		Officer									Delegated to Director	Officer - Not Delegated		
													Management	U		
)(c)	SCM Regulations	A municipality or municipal entity must take all reasonable		Accounting			-						Services/CFO Act -	Accounting		-
	Sem negulations	and prudent steps consistent with its investment policy and		Officer			-	_		-	-	2	Delegated to	Officer - Not		1
		according to the standard of care set out in regulation 5, to											Director	Delegated		1
		ensure that it places its investments with credit-worthy institutions.											Management Services/CFO			
·)	SCM Regulations	Must, in terms of section 62(1) (f) (iv) take all reasonable	-	Accounting	-	-	-	-	-	-	-	-	Act -	Accounting		- Manager SCM
		steps to ensure that the municipality has and implements a		Officer									Delegated to Director	Officer -		
		supply chain management policy as set out in Regulation 2.											Management	Delegated to Manager SCM		
													Services/CFO			
!)(a)	SCM Regulations	Make a final award above R10 million (VAT included).	After considering the recommendation of the Bid Adjudication Committee	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
) (b)	SCM Regulations	Make a final award above R2 000 000 (VAT included), but no	Director Management Services/CFO or Relevant Sect		-	-	-	-	-	-	-	-	Act -	-		- Bid Adjudication
		exceeding R10 million (VAT included).	57 Manager must be part of the Bid Adjudication Committee if delegated in terms of Systems of										Delegated to			Committee
			Delegation										Adjudication			
2) (-)				Courseil									Committee			Did Adjudication
2) (c)	SCM Regulations	Make a final award not exceeding R2 000 000 (VAT included) but excluding the appointment of consultants.	Policy (sect 18) & NT Reg 5 (2) (b) & (c)	Council	-	-	-	-	-	-	-	-	Council - Delegated to	-		<ul> <li>Bid Adjudication</li> <li>Committee</li> </ul>
													Bid Adj Comm			
3)	SCM Regulations	Submit to the official referred to in subsection (4) within five	Applicable to the	Accounting	-	-	-	-	-	-	-	-	Accounting	Accouting		- Manager SCM
		days of the end of each month a written report containing	relevant entities	Officer									Officer -	Officer -		-
		particulars of each final award, except procurements made out of petty cash, made during that month, including-	or individuals delegated with										Delegated to Director	Manager SCM		
		(a) the amount of the award;	the power to										Management			
		(b) the name of the person to whom the award was	make a final										Services/CFO			
		made;	award in terms of Regulation 5 (2).													
		(c) the reason why the award was made to that person;	Regulation 5 (2).													
		(c) the reason why the award was made to that person; and	Regulation 5 (2).													
			regulation 5 (2).													
	SCM Regulations	and Maintain oversight over the implementation of the supply	-	Council	Act - Not	-	-	-	-	-	-	-	-	-		-
.) !)(a)(i)	SCM Regulations	and Maintain oversight over the implementation of the supply chain management policy.		Council	Act - Not Delegated -	-	-	-		-	-	-	- Act -	- Accounting		-
		and Maintain oversight over the implementation of the supply chain management policy. Submit a report to council within 30 days of the end of each financial year on the implementation of the supply chain				-	-	-	-	-	-		Delegated to	Officer - Not		-
		and Maintain oversight over the implementation of the supply chain management policy. Submit a report to council within 30 days of the end of each		Accounting		-	-	-	-	-	-		Delegated to Director	-		-
		and Maintain oversight over the implementation of the supply chain management policy. Submit a report to council within 30 days of the end of each financial year on the implementation of the supply chain		Accounting		-	-	-		-	-		Delegated to	Officer - Not		-
)(a)(i)	SCM Regulations	and Maintain oversight over the implementation of the supply chain management policy. Submit a report to council within 30 days of the end of each financial year on the implementation of the supply chain management policy of the municipality. Submit to council a report from any municipal entity made ir	-	Accounting Officer Accounting		-	-	-	-	-	-	-	Delegated to Director Management Services/CFO Act -	Officer - Not Delegated Accounting		-
)(a)(i)	SCM Regulations	and Maintain oversight over the implementation of the supply chain management policy. Submit a report to council within 30 days of the end of each financial year on the implementation of the supply chain management policy of the municipality. Submit to council a report from any municipal entity made ir terms of this Regulation 6(2) (a) (ii) regarding	-	Accounting Officer		-		-	-	-	-		Delegated to Director Management Services/CFO Act - Delegated to	Officer - Not Delegated Accounting Officer - Not		-
)(a)(i)	SCM Regulations	and Maintain oversight over the implementation of the supply chain management policy. Submit a report to council within 30 days of the end of each financial year on the implementation of the supply chain management policy of the municipality. Submit to council a report from any municipal entity made ir	-	Accounting Officer Accounting		-		-	-	-	-		Delegated to Director Management Services/CFO Act - Delegated to Director Management	Officer - Not Delegated Accounting		-
)(a)(i) )(a) (ii)	SCM Regulations	and Maintain oversight over the implementation of the supply chain management policy. Submit a report to council within 30 days of the end of each financial year on the implementation of the supply chain management policy of the municipality. Submit to council a report from any municipal entity made in terms of this Regulation 6(2) (a) (ii) regarding implementation of the municipal entity's supply chain management policy.	-	Accounting Officer Accounting Officer		-	-	-	-	-	-	-	Delegated to Director Management Services/CFO Act - Delegated to Director Management Services/CFO	Officer - Not Delegated Accounting Officer - Not Delegated		-
)(a)(i) )(a) (ii)	SCM Regulations	and Maintain oversight over the implementation of the supply chain management policy. Submit a report to council within 30 days of the end of each financial year on the implementation of the supply chain management policy of the municipality. Submit to council a report from any municipal entity made ir terms of this Regulation 6(2) (a) (ii) regarding implementation of the municipal entity's supply chain	- · · · · · · · · · · · · · · · · · · ·	Accounting Officer Accounting		-			-	-			Delegated to Director Management Services/CFO Act - Delegated to Director Management	Officer - Not Delegated Accounting Officer - Not		-
)(a)(i) )(a) (ii)	SCM Regulations	and Maintain oversight over the implementation of the supply chain management policy. Submit a report to council within 30 days of the end of each financial year on the implementation of the supply chain management policy of the municipality. Submit to council a report from any municipal entity made in terms of this Regulation 6(2) (a) (ii) regarding implementation of the municipal entity's supply chain management policy. Immediately submit a report to council whenever there are serious and material problems in the implementation of the supply chain management policy, including such a report	- · · · · · · · · · · · · · · · · · · ·	Accounting Officer Accounting Officer Accounting		-			-	-	-	-	Delegated to Director Management Services/CFO Delegated to Director Management Services/CFO Act - Delegated to Director	Officer - Not Delegated Accounting Officer - Not Delegated Accounting		-
)(a)(i) )(a) (ii)	SCM Regulations	and Maintain oversight over the implementation of the supply chain management policy. Submit a report to council within 30 days of the end of each financial year on the implementation of the supply chain management policy of the municipality. Submit to council a report from any municipal entity made in terms of this Regulation 6(2) (a) (ii) regarding implementation of the municipal entity's supply chain management policy. Immediately submit a report to council whenever there are serious and material problems in the implementation of the supply chain management policy, including such a report from any municipal entity as envisaged by this Regulation	- · · · · · · · · · · · · · · · · · · ·	Accounting Officer Accounting Officer Accounting		-			-	-		-	Delegated to Director Management Services/CFO Act - Delegated to Director Management Services/CFO Act - Delegated to Director Management	Officer - Not Delegated Accounting Officer - Not Delegated Accounting Officer - Not		-
)(a)(i) )(a) (ii) )(a) (iii)	SCM Regulations	and Maintain oversight over the implementation of the supply chain management policy. Submit a report to council within 30 days of the end of each financial year on the implementation of the supply chain management policy of the municipality. Submit to council a report from any municipal entity made in terms of this Regulation 6(2) (a) (ii) regarding implementation of the municipal entity's supply chain management policy. Immediately submit a report to council whenever there are serious and material problems in the implementation of the supply chain management policy, including such a report	- · · · · · · · · · · · · · · · · · · ·	Accounting Officer Accounting Officer Accounting		-			-	-		-	Delegated to Director Management Services/CFO Delegated to Director Management Services/CFO Act - Delegated to Director	Officer - Not Delegated Accounting Officer - Not Delegated Accounting Officer - Not		- - -
.) ;)(a)(i) ;)(a) (iii) ;)(a) (iiii)	SCM Regulations SCM Regulations SCM Regulations	and Maintain oversight over the implementation of the supply chain management policy. Submit a report to council within 30 days of the end of each financial year on the implementation of the supply chain management policy of the municipality. Submit to council a report from any municipal entity made in terms of this Regulation 6(2) (a) (ii) regarding implementation of the municipal entity's supply chain management policy. Immediately submit a report to council whenever there are serious and material problems in the implementation of the supply chain management policy, including such a report from any municipal entity as envisaged by this Regulation 6(2) (a) (iii). Submit a report to the mayor of the municipality within ten- days of each quarter on the implementation of the supply	- · · · · · · · · · · · · · · · · · · ·	Accounting Officer Accounting Officer Accounting Officer		-				-		-	Delegated to Director Management Services/CFO Act - Delegated to Director Management Services/CFO Director Management Services/CFO Services/CFO Delegated to	Officer - Not Delegated Accounting Officer - Not Delegated Accounting Officer - Not Delegated Accounting Officer - Not		-
)(a)(i) )(a) (ii) )(a) (iii)	SCM Regulations SCM Regulations SCM Regulations	and Maintain oversight over the implementation of the supply chain management policy. Submit a report to council within 30 days of the end of each financial year on the implementation of the supply chain management policy of the municipality. Submit to council a report from any municipal entity made in terms of this Regulation 6(2) (a) (ii) regarding implementation of the municipal entity's supply chain management policy. Immediately submit a report to council whenever there are serious and material problems in the implementation of the supply chain management policy, including such a report from any municipal entity as envisaged by this Regulation 6(2) (a) (iii). Submit a report to the mayor of the municipality within ten	- · · · · · · · · · · · · · · · · · · ·	Accounting Officer Accounting Officer Accounting Officer Accounting		-				-		-	Delegated to Director Management Services/CFO Act - Delegated to Director Management Services/CFO Act - Delegated to Director Management Services/CFO Act -	Officer - Not Delegated Accounting Officer - Not Delegated Accounting Officer - Not Delegated Accounting		-
)(a)(i) )(a) (ii) )(a) (iii) )	SCM Regulations SCM Regulations SCM Regulations SCM Regulations	and Maintain oversight over the implementation of the supply chain management policy. Submit a report to council within 30 days of the end of each financial year on the implementation of the supply chain management policy of the municipality. Submit to council a report from any municipal entity made in terms of this Regulation 6(2) (a) (ii) regarding implementation of the municipal entity's supply chain management policy. Immediately submit a report to council whenever there are serious and material problems in the implementation of the supply chain management policy, including such a report from any municipal entity as envisaged by this Regulation 6(2) (a) (iii). Submit a report to the mayor of the municipality within ten days of each quarter on the implementation of the supply chain management policy.	- · · · · · · · · · · · · · · · · · · ·	Accounting Officer Accounting Officer Accounting Officer Accounting Officer		-				-		-	Delegated to Director Management Services/CFO Act - Delegated to Director Management Services/CFO Act - Delegated to Director Management Services/CFO Management Services/CFO	Officer - Not Delegated Accounting Officer - Not Delegated Accounting Officer - Not Delegated Accounting Officer - Not Delegated		-
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(a) (i) (a) (ii) (a) (iii)	SCM Regulations         SCM Regulations	and Maintain oversight over the implementation of the supply chain management policy. Submit a report to council within 30 days of the end of each financial year on the implementation of the supply chain management policy of the municipality. Submit to council a report from any municipal entity made in terms of this Regulation 6(2) (a) (ii) regarding implementation of the municipal entity's supply chain management policy. Immediately submit a report to council whenever there are serious and material problems in the implementation of the supply chain management policy, including such a report from any municipal entity as envisaged by this Regulation 6(2) (a) (iii). Submit a report to the mayor of the municipality within ten days of each quarter on the implementation of the supply chain management policy. Must establish a supply chain management unit. May establish a joint supply chain management unit	- · · · · · · · · · · · · · · · · · · ·	Accounting Officer Accounting Officer Accounting Officer Accounting Officer Council				-					Delegated to Director Management Services/CFO Act - Delegated to Director Management Services/CFO Act - Delegated to Director Management Services/CFO Council - Delegated to Director Management Services/CFO Council -	Officer - Not Delegated Accounting Officer - Not Delegated Accounting Officer - Not Delegated Accounting Officer - Not Delegated Accounting Officer - Not Delegated Accounting		

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Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	to MPAC	to Audit Committee	Accounting	o Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegated/ Delegation to Managers
1(3)	SCM Regulations	Must make public the fact that the municipality procures goods or services contemplated in section 110(2) of the MFMA.		Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management	Accounting Officer - Delegated to Manager SCM		- Manager SCM
2(2)(a)	SCM Regulations	Allow the Accounting Officer to lower, but not to increase, the different threshold values specified in sub regulation 12	-	Accounting Officer	-	-	-	-	-	-	-	-	Services/CFO Act - Not Delegated	-		-
2(2)(b)	SCM Regulations	<ol> <li>(1).</li> <li>Direct that:</li> <li>(i) written quotations be obtained for any specific procurement of a transaction value lower than R2000;</li> <li>(ii) formal written price quotations be obtained for any specific procurement of a transaction value lower than R10 000; or</li> <li>(iii) a competitive bidding process be followed for any specific procurement of a transaction value lower than R200 000.</li> </ol>	-	Accounting Officer	-	-	-	-		-	-	-	Act - Not Delegated			-
4(1)(a)(i)	SCM Regulations	Keep a list of accredited prospective providers of goods and services that must be used for the procurement requirements of the municipality through written quotations and formal written price quotations.	-	Accounting Officer		-		-	-	-	-	-	Act - Delegated to Director Management	Delegated to		- Manager SCM
4(1)(a)(ii)	SCM Regulations	Invite prospective providers of goods or services at least once a year through newspapers commonly circulating locally, the website of the municipality and any other appropriate ways, to apply for evaluation and listing as accredited prospective providers	•	Accounting Officer	-	-	-	-	-	-	-	-	Services/CFO Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager SCM		- Manager SCM
4(1)(b)	SCM Regulations	Specify the listing criteria for accredited prospective providers.	-	Accounting Officer		-		-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager SCM		- Manager SCM
4(1)(c)	SCM Regulations	Disallow the listing of any prospective provider whose name appears on the National Treasury's database as a person prohibited from doing business with the public sector.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager SCM		- Manager SCM
4(2)	SCM Regulations	Update the list of prospective providers at least quarterly to include any additional prospective providers and any new commodities or types of services.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager SCM		- Manager SCM
.6(c)	SCM Regulations	If it is not possible to obtain at least three written quotations, record and report quarterly to the accounting officer, or another official designated by the accounting officer, the reasons for this.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager SCM		- Manager SCM
6(d)	SCM Regulations	Record the names of potential providers requested to provide written quotations with their quoted prices.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director	Accounting Officer - Delegated to Manager SCM		- Manager SCM
7(1)(c)	SCM Regulations	Record the reasons for not obtaining at least three formal written price quotations.	-	Director Management Services/CFO	-	-	-	-	-	-	-	-		<ul> <li>Act - Delegated to Manager SCN</li> </ul>	1	- Manager SCM
7(1)(c)	SCM Regulations	Approve the recorded reasons for not obtaining at least three written price quotations.	Director Management Services/CFO recommends - MM Approves	Accounting Officer	-	-	-	-	-	-	-	-	Accounting Officer - Not Delegated			-
.7(1)(d)	SCM Regulations	Record the names of the potential formal written price quotation providers and their written quotations.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager SCM		- Manager SCM
7(2)	SCM Regulations	Report to the Director Management Services/CFO within three days of the end of the month on any approvals given during that month by that the designated official referred to in sub-regulation 17 (1) (c).	SCM Manager is the designated official in terms of sect 17 (1) (c)	Manager SCM	-	-	-	-	-	-	-	-	-	-		- Manager SCM
8(b)	SCM Regulations	Must promote on-going competition amongst providers, including by inviting providers to submit quotations on a rotation basis, when using the list of accredited prospective providers.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Delegated to		- Manager SCM
8(c)	SCM Regulations	Must take all reasonable steps to ensure that the procurement of goods and services through written quotations or formal written price quotations is not abused.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager SCM		- Manager SCM
.8(d)	SCM Regulations	Notify the Accounting Officer or Director Management Services/CFO in writing on a monthly basis of all written quotations and formal written price quotations accepted by the official acting in terms of a sub-delegation.	Procurementbetween R30 000 to R200 000	Director Management Services/CFO	-	-	-	-	-	-	-	-		<ul> <li>Act - Delegated to Manager SCM</li> </ul>		<ul> <li>Manager SCM</li> </ul>
22(2)	SCM Regulations	the original acting interns or a sub-deregatori. Determine a closure date for submission of bids which is less than the 30 or 14 day requirement, but only if such shorter period can be justified on the grounds of urgency or emergency or any exceptional case where it is impractical or impossible to follow the official procurement process.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-

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		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIO	NS	Responsibility						DELI	EGATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC	Delegation	Delegations to Accounting Officer	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegat Delegation Manager
23(c)	SCM Regulations	<ul> <li>(i) record in a register all bids received in time;</li> <li>(ii) make the register available for public inspection;</li> <li>(iii) publish the entries in the register and the bid results on the website of the municipality.</li> </ul>		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager SCM		- Manager SCM
24(1)	SCM Regulations	Negotiate the final terms of a contract with bidders identified through a competitive bidding process as preferred bidders, provided that such negotiation (a) does not allow any preferred bidder a second or unfair opportunity; (b) is not to the detriment of any other bidder; and (c) does not lead to a higher price than the bid submitted. Minutes of such negotiations must be kept.	-	Accounting Officer		-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
26 1 (b)	SCM Regulations	Appoint the members of the bid specification, evaluation and adjudication committees, taking into account section 117 of the MFMA.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
26(1)(c)	SCM Regulations	Appoint a neutral or independent observer to a bid specification, evaluation or adjudication committee for an attendance and oversight process when this is appropriate for ensuring fairness and promoting transparency.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
26(3)	SCM Regulations	Apply the committee system to formal written price quotations.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
27(1)	SCM Regulations	Compile specifications for the procurement of goods or services by the municipality.	-	Bid Specification Committee	-	-	-	-	-	-	-	-	-	-		<ul> <li>Bid Specificatio</li> <li>Committee</li> </ul>
27(2)(g)	SCM Regulations	Approve specifications compiled by the bid specification committee prior to publication of the invitation for bids.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
28(1)(a)	SCM Regulations	Evaluate bids in accordance with- (i) the specifications for a specific procurement; and (ii) the points system as must be set out in the supply chain management policy of the municipality in terms of Regulation 27(2) (f) and as prescribed in terms of the Preferential Procurement Policy Framework Act.	•	Bid Evaluation Committee	-	-	-	-	-	-	-	-	-	-		- Bid Evaluation Committee
28(1)(b)	SCM Regulations	Evaluate each bidder's ability to execute the contract.	-	Bid Evaluation	-	-	-	-	-	-	-	-	-	-		- Bid Evaluation
28(1)(c)	SCM Regulations	Check in respect of the recommended bidder whether municipal rates and taxes and municipal service charges are not in arrears.	-	Committee Bid Evaluation Committee	-	-	-	-	-	-	-	-	-	-		Committee - Bid Evaluation Committee
28(1)(d)	SCM Regulations	Submit to the adjudication committee a report and recommendations regarding the award of the bid or any other related matter.	-	Bid Evaluation Committee	-	-	-	-	-	-	-	-	-	-		- Bid Evaluation Committee
29(1)(a)	SCM Regulations	Consider the report and recommendations of the bid evaluation committee and either make an award exceding R200000 but not exceding R2000000 or recommend to the accounting officer to make a final award above R2000000	Sect 29(1)(b)(i) - For bids above R10 million, the BAC will make recommendation to the accounting officer to make the final award.		-	-	-	-	-	-	-	-	BAC - Not Delegated	-		-
29(3)	SCM Regulations	Appoint the chairperson of the bid adjudication committee.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
29(5)(a)	SCM Regulations	If a bid adjudication committee decides to award a bid other than the one recommended by the bid evaluation committee, the bid adjudication committee must prior to awarding the bid- (i) check in respect of the preferred bidder whether that bidder's municipal rates and taxes and municipal service charges are not in arrears; and (ii) notify the accounting officer.		Bid Adjudication Committee	-	-	-	-	-	-	-	-	-	-		Bid Adjudication
29(5)(b)	SCM Regulations	<ul> <li>(i) After due consideration of the reasons for the deviation, ratify or reject the decision of the bid adjudication committee referred to in Regulation 29 (5) (a); and</li> <li>(ii) If the decision of the bid adjudication committee is r rejected, refer the decision of the adjudication committee back to that committee for reconsideration.</li> </ul>	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
29(6)	SCM Regulations	Refer any recommendation made by the evaluation committee or adjudication committee back to that committee for reconsideration of the recommendation.	•	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
29(7)	SCM Regulations	Comply with section 114 of the MFMA within ten working days.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
31(1)	SCM Regulations	Request the State Information Technology Agency (SITA) to assist the municipality with the acquisition of IT related goods or services through a competitive bidding process.	•	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
31(2)	SCM Regulations	Enter into a written agreement to regulate the services rendered by, and the payments made to, SITA.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	

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		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIO	NS	Responsibility						DELI	GATION CHANN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC	Delegation to Audit Committee	Accounting	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegate Delegation Managers
31(3)	SCM Regulations	Notify SITA together with a motivation of the IT needs of the municipality if- (a) the transaction value of IT related goods or services required by the municipality in any financial year will exceed R5 million (VAT included); or (b) the transaction value of a contract to be procured by the municipality whether for one or more years exceeds R5 million.		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
31(4)	SCM Regulations	Submit to the council, the National Treasury, the relevant provincial treasury and the Auditor General the SITA comments and the reasons for rejecting or not following such comments if the municipality disagrees with SITA's		Accounting Officer		-	-	-	-		-	-	Act - Delegated to Director Management	Accounting Officer - Not Delegated	-	
32(1)	SCM Regulations	comments. To procure goods or services for the municipality under a contract secured by another organ of state, but only if- (a) the contract has been secured by that organ of state by means of a competitive bidding process applicable to that organ of state; (b) the municipality has no reason to believe that such contract was not validly procured; (c) there are demonstrable discounts or benefits for the municipality; and (d) that other organ of state and the provider have consented to such procurement in writing.	-	Accounting Officer		-	-	-	-	-	-	-	Services/CFO Act - Delegated to Bid Adjudications Committee	-	-	Bid Adjud Com
35(1)	SCM Regulations	Procure consulting services provided that any Treasury guidelines in respect of consulting services are taken into account when such procurements are made.	Sect 35 (2) - Procurement of consulting services above the value of R200 000 (VAT included) or /or the duration period exceeds one year must be procured through competitive bidding process	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Bid Adjudications	-	-	Bid Adjudication Committee
35(4)	SCM Regulations	Ensure that copyright in any document produced, and the patent rights or ownership in any plant, machinery, thing, system or process designed or devised, by a consultant in the course of the consultancy service is vested in the municipality.		Council	-	-	-	-	-	-	-	-	Committee Council - Delegated to All Directors	Accounting Officer - Not Delegated	Accounting Officer Not Delegated	
36(1)(ə)	SCM Regulations	Dispense with the official procurement processes established by the policy and to procure any required goods or services through any convenient process, which may include direct negotiations, but only- (i) in an emergency; (ii) if such goods or services are produced or available from a single provider only; (iii) for the acquisition of special works of art or historical objects where specifications are difficult to compile; (iv) acquisition of animals or zoos; or (v) in any other exceptional case where it is impractical or impossible to follow the official procurement processes.		Accounting Officer	-	-	-	-	-		-	-	Act - Not Delegated			
36(1)(b)	SCM Regulations	Ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature.		Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated			
36(2)	SCM Regulations	Record the reasons for any deviations in terms of Regulations 36(1)(a) and (b); and report them to the next meeting of the council and include as a note to the annual financial statements		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager SCM	-	Manager SCM
37(2)	SCM Regulations	Decide to consider an unsolicited bid but only if- (a) the product or service offered is a demonstrably or proven unique innovative concept; (b) the product or service will be exceptionally beneficial to, or have exceptional cost advantages for, the municipality; (c) the person who made the bid is the sole provider of the product or service; and (d) the reasons for not going through the normal bidding processes are found to be sound by the accounting officer.		Council		-	-	-	-		-	-	Council - Not Delegated			
37(3)	SCM Regulations	Make public in accordance with section 21A of the Municipa Systems Act the decision to consider an unsolicited bid that complies with Regulation 37(2) together with- (a) reasons as to why the bid should not be open to other competitors; (b) an explanation of the potential benefits for the municipality were it to accept the unsolicited bid; and (c) an invitation to the public or other potential suppliers to submit their comments within 30 days of the notice.		Accounting Officer	-	-	-	-	-	-	-	-	Accounting Officer - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager SCM	-	Manager SCM
37(4)	SCM Regulations	Submit written comments received pursuant to Regulation 37(3), including any responses from the unsolicited bidder, to the National Treasury and the relevant provincial treasury for comment.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager SCM	-	Manager SCM



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	NS	Responsibility						DELI	EGATION CHAN	INEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner		Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC		Accounting	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delega Delegation Manager
37(5)	SCM Regulations	Consider the unsolicited bid.	Sect 37 (6) - Meeting of BAC must be open to the public	Bid Adjudication Committee	-	-	-	-	-	-	-	-	-	-		- Bid Adjudicatio
37(5)	SCM Regulations	Consider the unsolicited bid and award the bid if the value of the bid does not exceeding R10 million (VAT included).	Sect 35 - For bids above R10 million, the BAC will make recommendation to the accounting officer to make the final award. Sect 37 (6) - Meeting of BAC must be open to the public	Bid Adjudication Committee	-	-	-	-	-	-	-	-	BAC - Not Delegated	-		-
37(7)	SCM Regulations	Take into account when considering an unsolicited bid- (i) any comments submitted by the public; and (ii) any written comments and recommendations of the National Treasury or the relevant provincial treasury.	Sect 35 - For bids above R10 million, the BAC will make recommendation to theaccounting officer to make the final award.	Bid Adjudication Committee	-	-	-	-	-	-	-	-	BAC - Not Delegated	-		
37(8)	SCM Regulations	Submit to the Auditor General, the relevant provincial treasury and the National Treasury the reasons for rejecting or not following any recommendations of the National Treasury or provincial treasury in regard to the unsolicited bid.	•	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
38(1)(a)	SCM Regulations	Take all reasonable steps to prevent abuse of the supply chain management system.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
38(1)(b)	SCM Regulations	Investigate any allegations against an official or other role player of fraud, corruption, favouritism, unfair or irregular practices or failure to comply with the supply chain management policy, and when justified- (i) take appropriate steps against such official or other role player; or (ii) report any alleged criminal conduct to the South African Police Service.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		
38(1)(c)	SCM Regulations	Check the National Treasury's database prior to awarding any contract to ensure that no recommended bidder, or any of its directors, is listed as a person prohibited from doing business with the public sector.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager SCM		- Manager SCM
38(1)(d)	SCM Regulations	Reject any bid from a bidder- (i) if any municipal rates and taxes or municipal service charges owed by that bidder or any directors to the municipality are in arrears for more than three months; (ii) who during the last five years has failed to perform satisfactorily on a previous contract with the municipality or any other organ of state after written notice was given to that bidder that performance was unsatisfactory.	•	Accounting Officer		-	-	-		-	-		Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager SCM		- Manager SCM
38(1)(e)	SCM Regulations	Reject a recommendation for the award of a contract if the recommended bidder, or any of its directors, has committed a corrupt or fraudulent act in competing for the particular contract.	•	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Delegated to		- Manager SCM
38(1)(f)	SCM Regulations	Cancel a contract awarded to a person if- (i) the person committed any corrupt or fraudulent act during the bidding process or the execution of the contract; or (ii) an official or other role player committed any corrupt or fraudulent act during the bidding process or the execution of the contract that benefited that person.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager SCM		- Manager SCM
38(1)(g)	SCM Regulations	Reject the bid of any bidder if that bidder or any of its directors- (i) has abused the supply chain management system of the municipality or has committed any improper conduct in relation to such system; (ii) has been convicted for fraud or corruption during the last five years; (iii) has wilfully neglected or reneged on or failed to comply with any government, municipal or other public sector contract during the past five years; or (iv) has been listed in the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act (no 12 of 2004).		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager SCM		- Manager SCM
38(2)	SCM Regulations	Inform the National Treasury and relevant provincial treasury in writing of any actions taken in terms of regulation 38(1) (b) (ii), (e) or (f).	•	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Delegated		-
43(2)	SCM Regulations	Check with SARS whether a person's tax matters are in order before making an award to such person		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager SCM		- Manager SCM



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIO	NS	Responsibility						DELE	GATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC	Delegation to Audit Committee	Accounting	o Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegation Delegation Manager
45	SCM Regulations	Disclose on the notes to the annual financial statements of the municipality particulars of any award of more than R2000 to a person who is a spouse, child or parent of a person in the service of the state, or has been in the service of the state in the previous twelve months, including- (a) the name of that person; (b) the capacity in which that person is in the service of the state; and (c) the amount of the award.	-	Council	-	-	-	-	-	-	-	-	Council - Not Delegated			
46(2)	SCM Regulations	Adopt acode of conduct for supply chain management practitioners and other role players involved in supply chain management.	Sect 46(2) ( c) - not applicable to value less than R350 Sect 46(5) - The municipality may adopt the National Treasury's code of conduct for supply chain management practitioners and other role players involved in supply chain management.	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Delegated		
46(3)(a)	SCM Regulations	Keep a register of all declarations in terms of Regulation 46(2) (d) and (e).	-	Accounting Officer	-	-	-	-	-			-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager SCM		Manager SCM
46(3)(b)	SCM Regulations	Ensure that declarations from the accounting officer in terms of Regulation 46(2) (d) and (e) are recorded in the register.	s -	Mayor	-	Act - Not Delegated	-	-	-	-	-	-				
47(2)	SCM Regulations	Report any alleged contravention of Regulation 47(1) to the National Treasury for considering whether the offending person, and any representative or intermediary through which such person is alleged to have acted, should be listed in the National Treasury's database of persons prohibited from doing business with the public sector.		Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated			
48	SCM Regulations	Disclose to the National Treasury and the relevant provincial treasury any sponsorship promised, offered or granted to the municipality whether directly or through a representative or intermediary, by any person who is- (a) a provider or prospective provider of goods or services to the municipality; or (b) a recipient or prospective recipient of goods disposed or to be disposed, of by the municipality.	,	Accounting Officer	-	-	-	-		-	-	-	Act - Not Delegated			
50(1)	SCM Regulations	Appoint an independent and impartial person to assist in the resolution of disputes and to deal with objections, complaints or queries as described more fully in Regulation 50(1).	2 -	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated			
50(3)	SCM Regulations	Responsible to assist the person appointed in terms of Regulation 50(1) to perform his or her functions effectively.	-	Accounting Officer	-	-	-	-		-	-	-	Act - Not Delegated			
2 (4)	Investment Regulations	The accounting officer of a municipality and municipal entity must provide the National Treasury with details of all pension or provident funds that do not comply with sub- regulation (2) (a) within 30 days of promulgation of these regulations.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Delegated		
3 (1)	Investment Regulations	The investment policy to be established by a municipality in terms of section 13 (2) of the Act, must be - (a) adopted by the council of the municipality; (b) consistent with the Act and the regulations.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO		es .	<ul> <li>Manager Finan</li> <li>Services</li> </ul>
3 (3)	Investment Regulations	All investments made by a municipality or municipal entity, or by an investment manager on behalf of a municipality or municipal entity, must be in accordance with the investment policy of the municipality or entity and these regulations.		Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO		es	<ul> <li>Manager Finan</li> <li>Services</li> </ul>
9 (1)	Investment Regulations	The accounting officer of a municipality or municipal entity must within 10 working days of the end of each month, as part of the section 71 report required by the Act, submit to the mayor of the municipality or the board of directors of the municipal entity a report describing in accordance with generally recognised accounting practice the investment portfolio of that municipality or municipal entity as at the end of the month.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Delegated to Manager	es	Manager Finan Services
10 (1)	Investment Regulations	A municipality or municipal entity must take all reasonable and prudent steps consistent with its investment policy and according to the standard of care set out in regulation 5, to ensure that it places its investments with credit-worthy institutions.		Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Delegated to Manager	es .	<ul> <li>Manager Finan Services</li> </ul>
10 (2)	Investment Regulations	A municipality or municipal entity must take all reasonable and prudent steps consistent with its investment policy and according to the standard of care set out in regulation 5, to ensure that it places its investments with credit-worthy institutions.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO		es	Manager Finan Services
11	Investment Regulations	A municipality or municipal entity must take all reasonable and prudent steps, consistent with its investment policy and according to the standard of care prescribed in regulation 5, to diversify its investment portfolio across institutions, types of investment and investment maturities.	n	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO			Manager Finan Services



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIONS		Responsibility						DELE	GATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	-		Accounting	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegat Delegation Managers
2 (1)	PPP Regulations	Before a municipality initiates a feasibility study for a public-private partnership contemplated in section 120 (4) of the Act, the accounting officer of the municipality must- (a) notify the National Treasury and the relevant provincial treasury in writing of the municipality's intention, together with information on the expertise within the municipality to comply with that section of the Act; and (b) if requested to do so by the National Treasury or the relevant provincial treasury, appoint a person with appropriate skills and experience, either from within or outside the municipality, as the transaction advisor to assist and advise the municipality on the preparation and procurement of the public-private partnership agreement.		Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated		-	
2 (2)	PPP Regulations	Sub-regulation (1) also applies when a municipality in terms - of section 78(2) of the Municipal Systems Act explores the provision of a municipal service through an external mechanism to be appointed in terms of a public-private partnership agreement.		Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated		-	
4 (1)	PPP Regulations	When complying with Part 1 of Chapter 11 of the Act, the accounting officer of the municipality must solicit the views and recommendations of the National Treasury and relevant Provincial Treasury on (a) The proposed bid documentation at least 30 days before bids are publicly invited, and; (b) The evaluation of the bids received and of any preferred bidder at least 30 days before any award is made		Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated			
4 (2)	PPP Regulations	An award of a public-private partnership agreement - (a) may be made only after the process set out in section 120 (6) of the Act has been completed; and (b) is subject to compliance with section 33 of the Act.		Council	-	-	-	-	-	-	-	-	Council - Not Delegated		-	
4 (3)	PPP Regulations	When complying with section 120 (6) (c) (i) of the Act, the municipality must specifically solicit the views and recommendations of the National Treasury on- (a) the proposed terms and conditions of the draft public-private partnership agreement; (b) the municipality's plan for the effective management of the agreement after its conclusion; and (c) the preferred bidder's- (i) competency to enter into the public-private partnership agreement; and (ii) capacity to comply with his or her obligations in terms of the public-private partnership agreement.		Council	-	-	-	-	-		-	-	Council - Not Delegated		-	
4 (4)	PPP Regulations	A municipality or municipal entity must take all reasonable and prudent steps consistent with its investment policy and according to the standard of care set out in regulation 5, to ensure that it places its investments with credit-worthy		Council	-	-	-	-	-	-	-	-	Council - Not Delegated		-	
6 (1) & (2)	PPP Regulations	institutions.         (1) Only the accounting officer of a municipality may sign a public-private partnership agreement on behalf of the municipality.         (2) The accounting officer may not sign a public-private partnership agreement unless section 33 of the Act has been complied with.		Council	-	-	-	-	-	-	-	-	Council - Not Delegated		-	
7 (1)	PPP Regulations	As soon as a municipality initiates a project that may be a public-private partnership, the accounting officer must appoint a person with appropriate skills and experience, either from within or outside the municipality, as the project officer for the public-private partnership.		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Project Officer PPP		-	Project Officer
7 (2)	PPP Regulations	The project officer is responsible for performing (a) the duties set out in section 116 (2) (c) (i) and (ii) of the Act; and (b) any other duties or powers delegated by the accounting officer to the project officer in terms of section 79 of the Act.		Project Officer PPP	-	-	-	-	-	-	-	-	-		-	Project Officer I
8	PPP Regulations	The accounting officer of a municipality which has entered into a public-private partnership agreement must, in addition to complying with section 116 (2) of the Act, take all reasonable steps to ensure - (a) that the outsourced activity is effectively and efficiently carried out in accordance with the agreement; (b) that municipal property which is placed under the control of the private party in terms of the agreement is appropriately protected against forfeiture, theft, loss, wastage and misuse; and (c) that the municipality has contract management and monitoring capacity.		Accounting Officer	-	-		-	-		-	-	Act - Delegated to Project Officer PPP		-	Project Officer I



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	45	Responsibility						DEL	EGATION CHANI	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC	Delegation to Audit Committee	Delegations to Accounting Officer	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegat Delegation Managers
9 (2)	PPP Regulations	At least 60 days before a public-private partnership agreement is amended, the accounting officer must solicit the views and recommendations of the National Treasury and the relevant provincial treasury on the reasons for the amendment. The period may be shortened if the National Treasury and relevant provincial treasury respond earlier.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-	-	
5 (1)	Asset Transfer Regulations	<ol> <li>A municipality may transfer or dispose of a non- exempted capital asset only after-</li> <li>(a) the accounting officer has in terms of regulation 6 conducted a public participation process to facilitate the determinations a municipal council must make in terms of section 14(2)(a) and (b) of the Act; and subject to the prescripts of sub-regulation (2)</li> </ol>	-	Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-	-	
5 (1)	Asset Transfer Regulations	A municipality may transfer or dispose of a non-exempted capital asset only after (b) the municipal council- (i) has made the determinations required by section 14(2)(a) and (b), and (ii) has as a consequence of those determinations approved in principle that the capital asset may be transferred or disposed of. (and further subject to full compliance with regulations 5, 7, 11 and 12) Sub-regulation (b) (i) & (ii) may be sub-delegated to the Accounting Officer in terms of sub-regulation (6)	NB – Value to be determined by Council for application to delegation to Accounting officer in terms of sub-regulation (6)	Council		-	-	-	-	-	-	-	-	-	-	
5 (3)	Asset Transfer Regulations	(a) Only the municipal council may authorise the public participation process referred to in sub-regulation (I) (a) (and further subject to full compliance with sub-regulations 2, 3 is the subject of the subject is subject to full compliance with sub-regulations 2, 3	-	Council	-	-	-	-	-	-	-	-	-	-	-	
5 (6)	Asset Transfer Regulations	(b), 4 and 5). A municipal council may delegate to the accounting officer its power to make the determinations referred to in sub- regulation (1)(b)(i) and to give the approval referred to in sub-regulation (1)(b)(ii) in respect of movable capital assets below a value determined by the municipal council.	NB – Value to be determined by Council	Council	-		-	-	-	-	-	-	-	-	-	
6	Asset Transfer Regulations	If the municipal council has in terms of regulation 5(3)(a) authorised the accounting officer to conduct a public participation process in connection with any proposed transfer or disposal of a high value capital asset or other asset referred to in regulation 5(2), the accounting officer must at least 60 days before the meeting of the council at which the determinations referred to in regulation 5(1)(b) are to be considered- (a) in accordance with section 21A of the Municipal Systems Act- (i) make public the proposal to transfer or dispose of the capital asset together with the information statement referred to in regulation 5(3)(b); and (ii) invite the local community and other interested persons to submit to the municipality comments or representations in respect of the proposed transfer or disposal of the capital asset; and (b) solicit the views and recommendations of the National Treasury and the relevant provincial treasury on the matter.		Council			-	-	-	-	-	-	Council - Not Delegated	-	-	
8 (1)	Asset Transfer Regulations	A municipality or municipal entity must take all reasonable and prudent steps consistent with its investment policy and according to the standard of care set out in regulation 5, to ensure that it places its investments with credit-worthy institutions.	application to delegation to Accounting officer in	Council		-	-	-	-	-	-	-	Council - Delegate to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
8 (3)	Asset Transfer Regulations	(a) Only the council of the parent municipality of a municipal entity may authorise the public participation process referred to in sub-regulation (I) (a) (and further subject to full compliance with sub-regulations 2, 3 (b), 4 and constructions 2, 3 (b), 4 and constructions 2, 3 (b), 4 and constructio	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
8 (6)	Asset Transfer Regulations	5). The council of the parent municipality of a municipal entity may delegate to the accounting officer of the entity its power to make the determinations referred to in sub- regulation (I) (b) (i) and to give the approval referred to in sub-regulation (I) (b) (ii) in respect of movable capital assets below a value determined by the municipal council.	NB – Value to be determined by Council	Council	-	-	-	-	-	-	-	-	-	-	-	
14	Asset Transfer Regulations	If a municipality or municipal entity intends to transfer to a private sector party or organ of state a non-exempted capital asset following the selection through a competitive bidding process of a service provider for the performance of a municipal service referred to in regulation 12(2)(a) or for the performance of a commercial service referred to in regulation 12(2)(b) - (a) all assets needed or directly related to the performance of that service must be properly identified to distinguish those assets from the other assets of the municipality or municipal entity;	-	Council	-	-		-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service	- es	Manager Finand Services



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	IS	Responsibility						DELE	GATION CHAN	IEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio	Delegation to Portfolio Committees	Delegation to MPAC	Delegation to Audit Committee	Delegations to Accounting Officer	Director Management	Delegation To Director Community	Sub-Delega Delegation Manage
15 (1)	Asset Transfer Regulations	If a service provider is appointed for the performance of a municipal service referred to in regulation 12(2) (a) or for the performance of a commercial service referred to in regulation 12(2)(b), the municipality or municipal entity may, as may be agreed with the service provider and subject to section 14(1) of the Act, transfer to that service provider all capital assets, including subsidiary assets, essential to the performance of that service as defined in sub-regulation (2)	-	Council	-	-	-	-	Committee -	-	-	-	Council - Delegated to Director Management Services/CFO	Services/CFO Accounting Officer - Not Delegated	Services -	
16 (1) & (2)	Asset Transfer Regulations	<ol> <li>The proceeds received from the transfer or disposal of an asset in terms of this Chapter must be used to discharge any borrowing against the asset as at its redemption date, or another date as may be negotiated with the lender.</li> <li>Sub-regulation (1) may not be read as preventing a municipality or municipal entity from negotiating with the private sector party or organ of state to which an asset is transferred in terms of this Chapter, to take over, as part of the compensation payable to the municipality the asset.</li> </ol>	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		
17 (1)	Asset Transfer Regulations	A municipality or municipal entity may transfer assets approved for transfer to a private sector party or organ of state in terms of this Chapter, only by way of a written transfer agreement concluded between the transferring municipality or entity and the receiving private sector party or organ of state (and further subject to full compliance with the terms and conditions contemplated in sub-regulations (2) & (3).	-	Council	-	-	-	-	-	-	-	-	-	-	-	
18	Asset Transfer Regulations	An agreement in terms of which a municipality or municipal entity transfers a non-exempted capital asset in terms of this Chapter- (a) must be made available in its entirety to the council of the municipality or the council of the parent municipality of the municipal entity; and (b) may not be withheld from public scrutiny except as provided for in terms of the Promotion of Access to Information Act, 2000 (Act No. 2 of 2000).		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		
22 (1)	Asset Transfer Regulations	If an exempted capital asset is to be transferred to an organ of state in connection with the performance of a municipal service contemplated in regulation $20(1)(a)$ or a reorganisation of powers or functions contemplated in 20(1)(b) the transfer should be compliant with sub- regulations $(1)(a) - (c)$	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
22 (2)	Asset Transfer Regulations	If a feasibility study referred to in sub regulation (I)(c) indicates that there will be a significant increase in the costs of the municipality or municipal entity after the transfer of the capital asset to the organ of state, the municipality or the parent municipality of the entity must demonstrate - (a) how the costs can be minimised by considering the sharing of administrative, information technology or financial costs between the municipality or municipal entity and the organ of state; (b) how much revenue can be generated by the organ of state which will be available to the municipality or municipal entity to offset any increased costs it will incur as a result of the transfer; and (c) the extent to which the municipality or municipal entity can rationalise its administrative, information technology and financial costs subsequent to the transfer.	-	Council			-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
22 (3)	Asset Transfer Regulations	A municipality transferring a capital asset to an organ of state in the circumstances described in regulation 20(1) (a) must take all reasonable steps to ensure that the transfer will result in the continuation of the municipal service concerned at least at the same or better level that would otherwise have been rendered by the transferring municipality had it not transferred the asset.	-	Council	-		-	-	-	-	-	-	Council - Not Delegated			
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		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	IS	Responsibility						DELE	GATION CHANN	EL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC	Delegation to Audit Committee	Accounting	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegat Delegation Manager
23	Asset Transfer Regulations	Before transferring an exempted capital asset to an organ of state in any of the circumstances described in regulation 20(1), a municipality or municipal entity must- (a) Properly identify the capital asset, including- (i) In the case of a transfer emanating from the circumstances referred to in regulation 20 (1)(a), all other assets needed for or directly related to, and staff associated with the performance of the municipal service concerned (ii) in the case of a transfer emanating from the circumstances referred to in regulation 20(1)(b) or (c), all other assets needed for or directly related to, and staff associated with, the exercise of the power or function concerned; or (iii) in the case of a transfer emanating from the circumstances referred to in regulation 20(1)(d) or (e), all other assets needed for or directly related to that capital asset; and (b) distinguish that asset and staff from the other assets and staff of the municipality or municipal entity.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager		- Manager Finar Services
24	Asset Transfer Regulations	If a municipality or municipal entity transfers to an organ of state an exempted capital asset needed to provide the minimum level of basic municipal services, such transfer may only be effected on condition that and in compliance with sub-regulations (1) – (5)	-	Council	-	-	-	-	-	-	-	-	Council - Not Delegated			-
25 (1)	Asset Transfer Regulations	If a municipality appoints an organ of state as the service provider for the performance of a municipal service as contemplated in regulation 20(1)(a) or if a power or function of a municipality or municipal entity is assigned to an organ of state as contemplated in regulation 20(1)(c), the municipality or entity must, as may be agreed with the organ of state, transfer to that organ of state all capital assets, including subsidiary assets, essential to the performance of that municipal service or the exercise of that power or function and as defined in sub-regulation (2)	-	Council	-	-	-	-	-		-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
26 (1)	Asset Transfer Regulations	If a municipality or municipal entity transfers an exempted capital asset to an organ of state, any borrowings or other amounts owing by the municipality or entity specifically associated with the asset being transferred, or with its acquisition, operation or maintenance, must also be transferred to the organ of state.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
26 (2)	Asset Transfer Regulations	If the transfer of an exempted capital asset by a municipality or municipal entity to an organ of state emanates from the appointment of an organ of state as the service provider for the performance of a municipal service as contemplated in regulation 20(1)(a) or the assignment of a power or function of a municipality or entity to an organ of state as contemplated in regulation 20(1)(c), any borrowings or other amounts owing by the municipality or entity specifically associated with the performance of that municipal service or the exercise of that power or function, must also be transferred to the organ of state.		Council		-	-	-	-		-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
26 (3)	Asset Transfer Regulations	In addition, a portion of the outstanding balance of general borrowings on capita Expenditure by the municipality or municipal entity which is attributable or associated with the capital asset being transferred or with the performance of the relevant municipal service or with the exercise of the relevant power or function must also be transferred to the organ of state, in a ratio of total value of capital assets being transferred to the organ of state to total value of all capital assets of the municipality or entity.	-	Council	-	-	-	-	-		-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
26 (6)	Asset Transfer Regulations	If for any reason a borrowing or other amount owing referred to in sub-regulation (1), (2) or (3) is not transferred to the organ of state- (a) the municipality or municipal entity remains liable for the amount owing to the creditor; and (b) the municipality or municipal entity and the organ of state must enter into an agreement whereby the organ of state undertakes to compensate the municipality or entity for all payments made by it to the creditor in terms of paragraph (a).	-	Council	-	-	-	-	-		-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
27	Asset Transfer Regulations	If a municipality or municipal entity transfers an exempted capital asset to an organ of state and the transfer of that asset gives rise to the transfer to the organ of state of staff associated with the asset the staff transfer must be consistent with legislation regulating staff transfers in those circumstances, including any applicable labour legislation and legislation regulating the transfer of liabilities associated with such staff.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	IS	Responsibility						DELE	GATION CHANN	EL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated		Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC		Delegations to Accounting Officer	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegated/ Delegation to Managers
28 (1) & (2)	Asset Transfer Regulations	<ol> <li>A municipality or municipal entity transferring an exempted capital asset and any subsidiary assets to an organ of state may receive compensation for the value of those assets, as may be agreed with the organ of state.</li> <li>The value of an asset must for purposes of sub- regulation (1) be determined in accordance with regulation 29.</li> </ol>	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Services		- Manager Financial Services
30 (1)	Asset Transfer Regulations	A municipality or municipal entity may transfer assets and liabilities in terms of this Chapter to an organ of state only in accordance with a written transfer agreement concluded between the municipality or entity and the organ of state. Transfer agreements must be drafted in terms of conditions stipulated in sub-regulations 2 & 3.	-	Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-		
30 (2)	Asset Transfer Regulations	A transfer agreement must- (c) be signed on behalf of the municipality or municipal	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		
31 (1) & (2)	Asset Transfer Regulations	<ul> <li>entity and the organ of state.</li> <li>(1) Before entering into a transfer agreement in terms of regulation 30, a municipality or municipal entity must consider the effect that the transfer of an asset will have on (a) its credit rating and ability to raise long-term or short-term funds in the future; and</li> <li>(b) its financial position and cash flow.</li> <li>(2) Sub-regulation (1) does not apply if the asset is transferred to an organ of state in the circumstances referred to in regulation 20(1), (c), (d) or (e).</li> </ul>	-	Council	-	-		-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		
34 (1) & (2)	Asset Transfer Regulations	<ol> <li>A municipality may grant a right to use, control or manage a capital asset only after-         <ul> <li>the accounting officer has in terms of regulation 35 conducted a public participation process regarding the proposed granting of the right; and</li> <li>the municipal council has approved in principle that the right may be granted and after considering the prescripts of regulation 36 and subject to the conditions listed in regulation 40 and 44.</li> <li>Sub-regulation (1)(a) must be complied with only if- (a) the capital asset in respect of which the proposed right is to be granted has a value in excess of R10 million; and</li> <li>a long term right is proposed to be granted in respect of the capital asset.</li> </ul> </li> </ol>	-	Council			-	-	-		-	-	Council - Not Delegated	-		
34 (3)	Asset Transfer Regulations	<ul> <li>(a) Only the municipal council may authorise the public participation process referred to in sub-regulation (l) (a).</li> <li>(b) A request to the municipal council for authorisation of a public participation process must be accompanied by an information statement stating including information listed in sub-regulations (i) – (iv)</li> </ul>	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-		
34 (4)	Asset Transfer Regulations	A municipal council may delegate to the accounting officer its approval power referred to in sub-regulation (I)(b) excluding the power to grant long term rights to use, control or manage capital assets of a value in excess of R1O million.	Asset value must be less than R 10 million	Council	-	-	-	-	-		-	-	Council - Not Delegated	-		
35	Asset Transfer Regulations	If the municipal council has in terms of regulation 34(3)(a) authorised the accounting officer to conduct a public participation process in connection with any proposed granting of a long term right to use, control or manage a capital asset with a value in excess of R10 million, the accounting officer must at least 60 days before the meeting of the municipal council at which the decision referred to in regulation 34(1)(b) is to be considered - (a) in accordance with section 21A of the Municipal Systems Act- (i) make public the proposal to grant the relevant right together with the information statement referred to in regulation 34(3)(b); and (ii) invite the local community and other interested persons to submit to the municipality comments or representations in respect of the proposed granting of the right; and (b) solicit the views and recommendations of the National Treasury and the relevant provincial treasury on the matter.		Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-		



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	NS	Responsibility						DELI	GATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC		Delegations to Accounting Officer	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegat Delegation Manager
37 (1)	Asset Transfer Regulations	A municipal entity may grant a right to use, control or manage a capital asset only after- (a) the accounting officer of the entity has in terms of regulation 38 conducted a public participation process regarding the proposed granting of the right; and (b) the council of the parent municipality of the entity has approved in principle that the right may be granted and after considering the prescripts of regulation 39 and subject to the conditions listed in regulation 40 and 44. (2) Sub-regulation (1)(a) must be complied with only if- (a) the capital asset in respect of which the proposed right is to be granted has a value in excess of RIO million; and (b) a long term right is proposed to be granted in respect of the capital asset.	n de la companya de la	Council	-	-	-	-	-	-	-	-	-	-		
37 (3)	Asset Transfer Regulations	<ul> <li>(a) Only the council of the parent municipality of a municipal entity may authorise the public participation process referred to in sub-regulation (I) (a).</li> <li>(b) A request to the municipal council for authorisation of a public participation process must be accompanied by an information statement approved by the board of directors of the municipal entity stating information listed in sub-regulations (i) – (iv)</li> </ul>		Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-		
37 (4)	Asset Transfer Regulations	The council of the parent municipality of a municipal entity may delegate to the accounting officer of the entity its approval power referred to in sub-regulation (1)(b) excluding the power to grant long term rights to use, control or manage capital assets of a value in excess of R10 million.		Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-		
38	Asset Transfer Regulations	If the council of the parent municipality of a municipal entity has in terms of regulation 37(3)(a) authorised the entity to conduct a public participation process in connection with any proposed granting of a long term right to use, control or manage a capital asset with a value in excess of R10 million, the chief executive officer of the entity must at least 90 days before the meeting of the council of the parent municipality at which the decision referred to in regulation 37(1)(b) is to be considered- (a) in accordance with section 21A of the Municipal Systems Act- (i) make public the proposal to grant the relevant right together with the information statement referred to in regulation 37(3)(b); and (ii) invite the local community and other interested persons to submit to the parent municipality comments or representations in respect of the proposed of the right; and (b) solicit the views and recommendations of the National Treasury and the relevant provincial treasury on the matter.	<ul> <li>(a) the capital asset in respect of which the proposed right is to be granted has a value in excess of R10 million; and</li> <li>(b) a long term right is proposed to be granted in respect of the capital asset.</li> </ul>	Council	-	-	-	-	-			-	Council - Not Delegated	-		
41 (1)	Asset Transfer Regulations	If approval in principle has been given in terms of regulation 34(1)(b) or 37(1)(b) that a right to use, control or manage a capital asset may be granted, the relevant municipality or municipal entity may grant the right only in accordance with the disposal management system of the municipality or entity, irrespective of- (a) the value of the asset; (b) the period for which the right is to be granted; or (c) whether the right is to be granted to a private sector party or organ of state The application of sub-regulation (1) is further subject to the exclusions contemplated in sub-regulation (2) & (3)	regulation 41 (2) & (3)	Council		-	-	-				-	Council - Not Delegated	Accounting Officer - Delegated to Manager SCM		- Manager SCM
41 (4)	Asset Transfer Regulations	Before granting the right to use, control or manage a capital asset, the municipality or municipal entity must be satisfied that the private sector party or organ of state to whom the right is to be granted can demonstrate the ability to adequately maintain and safeguard the asset.	-	Council	-	-		-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		
42	Asset Transfer Regulations	If a municipality or municipal entity intends to grant to a private sector party or organ of state a long term right to use, control or manage a capital asset with a value in excess of R10 million following the selection of that private sector party or organ of state as the service provider for the performance of a municipal service referred to in regulation 41(2)(a) or for the performance of a commercial service referred to in regulation 41(2)(b) it should be done in compliance with sub-regulations (a) – (b)	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	S	Responsibility						DELI	EGATION CHANN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC	Delegation to Audit Committee	Delegations to Accounting Officer	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegat Delegation Managers
43	Asset Transfer Regulations	If a municipality or municipal entity grants a right to use, control or manage a capital asset used for or in connection with a municipal service, the municipality or entity must take all reasonable steps to ensure that the granting of the right will result in the continuation of the service at least at the same or better level that would otherwise have been rendered by the municipality or entity had it not granted the right.	-	Council	-		-	-	-	-	-	-	Council - Not Delegated	-		-
45 (1)	Asset Transfer Regulations	A municipality or municipal entity may grant a right to use, control or manage a capital asset to a private sector party or organ of state only by way of a written agreement concluded between the municipality or entity and the private sector party or organ of state to whom the right is granted and further subject to full compliance with the terms and conditions contemplated in sub-regulations (2).	-	Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-		-
45 (3)	Asset Transfer Regulations	If a long term right to a capital asset with a value in excess of R1O million is granted following the selection of a service provider for the performance of a municipal service referred to in regulation 41(2)(a) or for the performance of a commercial service referred to in regulation 41(2)(b), the agreement referred to in sub-regulation (1) must comply with the provisions provided for in sub-regulations (a) – (b)	Capital asset with a value in excess of R1O million	Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-		-
46	Asset Transfer Regulations	An agreement granting a right to use, control or manage a capital asset to a private sector party or organ of state - (a) must be made available in its entirety to the council of the relevant municipality or to the council of the parent municipality of the relevant municipal entity; and (b) may not be withheld from public scrutiny except as provided for in terms of the Promotion of Access to Information Act, 2000 (Act No. 2 of 2000).	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
47	Asset Transfer Regulations	Any gain that will be realised or any loss and all associated costs that will be incurred by a municipality or municipal entity in respect of the transfer or disposal of, or the granting of a right to use, control or manage, an asset, if not budgeted for in the approved annual budget of the municipality or entity, must be included in the next adjustments budget of the municipality or entity referred to in section 28 and 87 of the Act, respectively.		Council		-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
3	Debt Disclosure Regulations	When entering into discussions with a prospective lender, other creditor or underwriter with a view to incurring municipal debt, a municipality or municipal entity must indicate in writing to the prospective lender, other creditor or underwriter whether it intends to incur short- term or long-term debt, and the purpose of the debt as defined in sub-regulations (a) and (b).	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
4 (1)	Debt Disclosure Regulations	When entering into discussions with a prospective lender, other creditor or underwriter with a view to incurring short- term or long-term debt, a municipality or municipal entity must make available to the prospective lender, other creditor or underwriter certified copies of the documentation specified in sub-regulations 1 (a)-(d) and 2	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
5	Debt Disclosure Regulations	A municipality or municipal entity which contemplates incurring long- term debt must comply with section 46(3) of the Act.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
6 (1)	Debt Disclosure Regulations	If a municipality or municipal entity intends to incur long- term debt through the issuing of municipal debt instruments, it must: (a) obtain a credit rating from an independent credit rating institution before it can incur debt through municipal debt instruments with effect 1 July 2008 and subject to compliance with sub-regulations (2) –(5)	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
6 (1)	Debt Disclosure Regulations	If a municipality or municipal entity intends to incur long- term debt through the issuing of municipal debt instruments, it must: (b) Prepare and issue a disclosure statement, in accordance with the requirements contemplated in sub-regulations (2) – (5) and Part 2 and Part 3 of Chapter 2, prior to the issuing of such instruments.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
6 (6)	Debt Disclosure Regulations	A municipality or municipal entity must take all reasonable and prudent steps consistent with its investment policy and according to the standard of care set out in regulation 5, to ensure that it places its investments with credit-worthy institutions.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
7 (1)	Debt Disclosure Regulations	A disclosure statement issued by a municipality or municipal entity must be signed – (a) in the case of a municipality, by the accounting officer	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
7 (1)	Debt Disclosure Regulations	A disclosure statement issued by a municipality or municipal entity must be signed – (b) in the case of a municipal entity, by the chief executive officer	-	Council	-	-	-	-	-	-	-	-	-	-		-



Section From	Source of	MUNICIPAL FINANCE AND GOVERNANCE DELEGATIONS	Applicable Condition/Limitation	Responsibility	Council Mat	Delogation	Delegation to	Donutu	Delogation to		GATION CHANN		Delegations	Delection to	Delegation To	Sub Delegated
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio	Delegation to Portfolio Committees	to MPAC	Delegation to Audit Committee	Accounting	Delegation to Director Management	Delegation To Director Community	Sub-Delegated, Delegation to Managers
									Committee				0	Services/CFO	Services	
2)	Debt Disclosure	The accuracy of the information set out in a disclosure -		Council	-	-	-	-	-	-	-	-	Council - Not	-		-
	Regulations	statement must be confirmed by - (a) an opinion from an independent auditor											Delegated			
		registered with the Independent Regulatory Board for														
		Auditors;														
		(b) a legal opinion; and														
		(c) the opinions referred to in sub-regulation (2)(a) and (b)														
		must be included in the disclosure statement together with														
		any qualifications subject to which the opinions were issued														
(1)	Debt Disclosure	A municipality or municipal entity, having incurred debt -		Council	-	-	-		-	-	-	-	Council -	Accounting		<ul> <li>Manager Financia</li> </ul>
	Regulations	through the issuing of municipal debt instruments, must,											Delegated to	Officer -		Services
		annually within 90 days after the end of the financial year											Director	Delegated to		
		until the debt has been repaid, prepare a consolidated disclosure statement reflecting the detail as required in sub-											Management Services/CFO	Manager Financial Service	s	
		regulations (a) – ( c)														
2)	Debt Disclosure	A municipality or municipal entity must place the annually -		Council	-	-	-	-	-	-	-	-	Council -	Accounting		- Manager Financial
	Regulations	updated disclosure statement prepared in terms of sub-											Delegated to	Officer -		Services
		regulation (1) on the municipal debt disclosure depository in terms of regulation 24(1).											Director Management	Delegated to Manager		
													Services/CFO	Financial Service	s	
3)	Debt Disclosure	If there are no changes the annually updated disclosure -		Council	-	-	-	-	-	-	-	-	Council -	Accounting		<ul> <li>Manager Financia</li> </ul>
i.	Regulations	statement must so indicate and be placed on the municipal											Delegated to	Officer -		Services
		debt disclosure depository in terms of regulation 24(1).											Director	Delegated to		
													Management	Manager		
													Services/CFO	Financial Service	s	
	Debt Disclosure Regulations	Where debt incurred by a municipality or municipal entity is - to be repaid from expenditure linked to a particular		Council	-	-	-	-	-	-	-	-	Council - Delegated to	Accounting Officer -		<ul> <li>Manager Financia Services</li> </ul>
		municipal service, the municipality or municipal entity must											Director	Delegated to		
		disclose information as contemplated in sub-regulations (a) -											Management	Manager		
		(c) and in accordance with sub-regulation 2(a) or (b)											Services/CFO	Financial Service	s	
	Debt Disclosure	A municipality or municipal entity having incurred debt, -		Council	-	-	-	-	-	-	-	-	Council -	Accounting		- Manager Financia
	Regulations	irrespective of whether by way of the issuing of municipal											Delegated to	Officer -		Services
		debt instruments or otherwise, must provide written notification to lenders, investors and other holders of record											Director Management	Delegated to Manager		
		of such debt instruments or debt, any designated											Services/CFO	Financial Service	s	
		fiduciaries representing any such lenders, investors or														
		holders, any securities exchange on which the instruments														
		are listed, and the National Treasury and relevant Provincial														
		Treasury, as soon as possible after becoming aware of any event listed in sub-regulation (a) - (f)														
	Debt Disclosure	Without derogating from any obligation to make documents -		Council	-		-	-	-		-	-	Council -	Accounting		<ul> <li>Manager Financia</li> </ul>
	Regulations	available at places set out in a disclosure statement, a											Delegated to	Officer -		Services
		municipality or municipal entity must keep readily available											Director	Delegated to		
		at its main office for inspection, on request of any interested											Management	Manager		
		person, copies of all documents relating to a debt transaction or documentation required to be disclosed or											Services/CFO	Financial Service	s	
		made available in terms of these regulations, including														
		document listed in sub-regulation (a) - (e)														
3)	Debt Disclosure	Documents submitted to the National Treasury in terms of		Council	-	-	-	-	-	-	-	-	Council -	Accounting		- Manager Financia
	Regulations	these regulations must be submitted in physical or electronic form, as the National Treasury may direct from time to time.											Delegated to	Officer -		Services
		form, as the National Treasury may direct from time to time.											Director Management	Delegated to Manager		
													Services/CFO	Financial Service	s	
	Debt Disclosure	Any failure by the municipality or municipal entity to meet-		Council	-	-	-	-	-	-	-	-	Council - Not	-	·	-
	Regulations	(i) any of its obligations pertaining to security											Delegated			
		provided by the municipality or municipal entity; or														
		<ul> <li>(ii) any other obligation constituting a default as defined for purposes of a debt transaction; must be</li> </ul>														
		notified by the respective parties to the contract to the														
		National Treasury within four working days of the default.														
)	Financial Services	The mayor of a municipality must establish a budget -		Mayor		Act - Not										
'	Regulations	steering committee to provide technical assistance to		Mayor	-	Delegated	-	-	-	-	-	-	-	-	1	
		the mayor in discharging the responsibilities set out in				5										
		section 53 of the Act subject to the composition prescribe in														
	Financial Services	sub-regulation (2). Whenever an annual budget and supporting documentation, -		Accounting	-	-	-	-	-	-	-	-	Act - Not	-		-
	Regulations	an adjustments budget and supporting documentation or		Officer									Delegated			
		an in-year report of a municipality is submitted to the														
		mayor, tabled in the municipal council, made public or submitted to another organ of state, it must be														
		submitted to another organ of state, it must be accompanied by a quality certificate complying with														
		Schedule A, B or C, as the case may be, and signed by the														

		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIONS								DEL	EGATION CHANI	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC	Delegation to Audit Committee	Delegations to Accounting Officer	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegat Delegation Managers
6	Financial Services Regulations	The municipal manager of a municipality must take all reasonable steps to ensure that - (a) the basis of measurement and accounting policies underpinning the municipality's annual financial statements are the same as those used in the preparation of the municipality's annual budget and supporting documentation, its adjustments budgets and supporting documentation, and its in-year reports; and (b) any differences or changes between financial years are explicitly noted.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service		- Manager Finand Services
7 (1)	Financial Services Regulations	The municipal manager of a municipality must prepare, or take all reasonable steps to ensure the preparation of the budget-related policies of the municipality, or any necessary amendments to such policies, in accordance with the legislation applicable to those policies for tabling in the municipal council by the applicable deadline specified by the mayor in terms of section 21(1)(b) of the Act.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service	s	<ul> <li>Manager Finand</li> <li>Services</li> </ul>
8 (1)	Financial Services Regulations	Each municipality must have a funding and reserves policy which must set out the assumptions and methodology for estimating appropriations and amounts contemplated in sub- regulations (a)-(q)	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
8 (2)	Financial Services Regulations	A municipality or municipal entity must take all reasonable and prudent steps consistent with its investment policy and according to the standard of care set out in regulation 5, to ensure that it places its investments with credit-worthy institutions.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
10 (5)	Financial Services Regulations	The municipal manager in signing the quality certificate in Schedule A, certifies that all ratepayers and consumers are accounted for in the annual budget calculations and that billing systems including property records and metering information are up to date and consistent with the Income and Expenditure projections in the annual budget.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
13 (1)	Financial Services Regulations	Within ten working days after the municipal council has given individual approval for a capital project in terms of section 19(1)(b) of the Act, the municipal manager must in accordance with section 21A of the Municipal Systems Act make public- (a) the municipal council resolution approving the capital project; and (b) details of the nature, location and total projected cost of the approved capital project.	-	Accounting Officer	-	-	-	-	-	-		-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service	s	- Manager Finan Services
14 (2)	Financial Services Regulations	When complying with section 68 of the Act, the municipal manager must submit the draft municipal service delivery and budget implementation plan to the mayor together with the annual budget to be considered by the mayor for tabling in terms of section 16(2) of the Act.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
15 (1)	Financial Services Regulations	When making public the annual budget and supporting documentation in terms of section 22(a) of the Act, read with section 21A of the Municipal Systems Act, the municipal manager must also make public any other information that the municipal council considers appropriate to facilitate the budget consultation process, including matters prescribed in sub-regulations (a) & (b) and 2(a) & (b)		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service	s	- Manager Finan Services
15 (3)	Financial Services Regulations	When submitting the annual budget to the National Treasury and the relevant provincial treasury in terms of section 22(b)(i) of the Act, the municipal manager must also submit to the National Treasury and the relevant provincial treasury, in both printed and electronic form all documents and information prescribed in sub-regulations (a) (c)	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service	s	<ul> <li>Manager Finand</li> <li>Services</li> </ul>
15 (4)	Financial Services Regulations	The municipal manager must send copies of the annual budget and supporting documentation as tabled in the municipal council, in both printed and electronic form to stakeholders prescribed in sub-regulations (a) & (b)	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service	s	<ul> <li>Manager Finan Services</li> </ul>
16 (1)	Financial Services Regulations	At least 30 days before the start of the budget year the mayor must for purposes of section 23 of the Act table the documents prescribed in sub-regulations (a) – (d) in the municipal council.	-	Mayor	-	Act - Not Delegated	-	-	-	-		-	-	-		-
16 (2)	Financial Services Regulations		-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service		<ul> <li>Manager Finan</li> <li>Services</li> </ul>
17 (1)	Financial Services Regulations	A municipal council must consider the full implications, financial or otherwise, of the annual budget and supporting documentation before approving the annual budget.	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-		-
17 (2)	Financial Services Regulations	When approving an annual budget, a municipal council must in terms of section 24(2) (c) of the Act, consider and adopt separate resolutions dealing with each of the matters contemplated in that section.	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-		-



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIONS		Responsibility						DELI	EGATION CHANI	NEL			
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio	Delegation to Portfolio Committees	Delegation to MPAC	Delegation Delegations to Audit Accounting Committee Officer	to Delegation to Director Management	Delegation To Director Community	Sub-Delegated/ Delegation to Managers
									Committee				Services/CFO	Services	
(1) & (2)	Financial Services Regulations	<ol> <li>Within ten working days after the municipal council has approved the annual budget of a municipality, the municipal manager must in accordance with section 21A of the Municipal Systems Act make public the approved annual budget and supporting documentation and the resolutions referred to in section 24(2) (c) of the Act.</li> <li>The municipal manager must also make public any other information that the municipal council considers appropriate to facilitate public awareness of the annual budget as prescribed in sub-regulations (a) &amp; (b) and in accordance with sub-regulation 3 (a) &amp; (b)</li> </ol>		Accounting Officer		-	-	-	-	-	-	- Accounting Officer - Delegated t Director Managemen Services/CFi	Manager t Financial Service	s	<ul> <li>Manager Financial Services</li> </ul>
	Financial Services Regulations	The municipal manager must in accordance with section 21A - of the Municipal Systems Act make public the approved service delivery and budget implementation plan within ten working days after the mayor has approved the plan in terms of section 53(1)(c)(ii) of the Act.		Accounting Officer	-	-	-	-	-	-	-	- Act - Delegated t Manager PN			- Manager PMS
(3)	Financial Services Regulations	The municipal manager must send copies of the approved annual budget and supporting documentation, in both printed and electronic form to stakeholders as prescribed in sub-regulations (a) &(b)		Accounting Officer	-	-	-	-	-	-		- Act - Delegated t Director Managemen Services/CFr	Delegated to t Manager	s	<ul> <li>Manager Financial Services</li> </ul>
	Financial Services Regulations	The municipality must comply to the timeframes for tabling - of adjustments budgets as prescribed in regulation 23		Mayor	-	Act - Not Delegated	-	-	-	-	-	-			-
(1)	Financial Services Regulations	The municipal manager must comply with section 28(7) of the Act, read together with section 22(b) (i) of the Act, within ten working days after the mayor has tabled an adjustments budget in the municipal council.		Accounting Officer	-		-	-	-	-	-	- Act - Delegated t Director Managemen Services/CFr	Delegated to t Manager	s	<ul> <li>Manager Financial Services</li> </ul>
(2)	Financial Services Regulations	When submitting the tabled adjustments budget to the - National Treasury and the relevant provincial treasury in terms of section 28(7) of the Act, read together with section 22(b)(i) of the Act, the municipal manager must submit the documents and information prescribed in sub-regulations (a) & (b) in both printed and electronic form -		Accounting Officer		-	-	-	-	-	-	<ul> <li>Act - Delegated t Director Managemen Services/CF</li> </ul>	Delegated to t Manager	s	<ul> <li>Manager Financia</li> <li>Services</li> </ul>
(3)	Financial Services Regulations	The municipal manager must send copies of an adjustments - budget and supporting documentation, in both printed and electronic form to stakeholders as prescribed in sub- regulations (a) &(b)		Accounting Officer	-	-	-	-	-	-	-	- Act - Delegated t Director Managemen Services/CF	Delegated to t Manager	s	<ul> <li>Manager Financia Services</li> </ul>
(1)	Financial Services Regulations	In order to comply with section 28 (1) of the MFMA a municipal council must consider the full implications, financial or otherwise, of the adjustments budget and supporting documentation referred to in regulation 21 before approving the adjustments budget and make recommendations in line with the prescripts of sub- regulation (3).		Council	Act - Not Delegated	-	-	-	-	-	-	-			-
(2)	Financial Services Regulations			Council	Act - Not Delegated	-	-	-	-	-	-	-			-
(1)	Financial Services Regulations	Within ten working days after the municipal council has approved an adjustments budget, the municipal manager must in accordance with section 21A of the Municipal Systems Act make public the approved adjustments budget and supporting documentation, as well as the resolutions referred to in regulation 25(3). (2) When making public an adjustments budget and supporting documentation in terms of sub-regulation (1), the municipal manager must make public any other information that the municipal council considers appropriate to facilitate public awareness of the adjustments budget, including information prescribed in sub- regulations (a) – (c)		Accounting Officer	-		-	-		-	-	- Act - Delegated t Director Managemen Services/CF	Manager t Financial Service	s	- Manager Financial Services
(2)	Financial Services Regulations	The municipal manager must send copies of an approved - adjustments budget and supporting documentation, in both printed and electronic form to stakeholders as prescribed in sub-regulations (a) &(b)		Accounting Officer	-	-	-	-	-	-	-	- Act - Delegated t Director Managemen Services/CFI	Delegated to t Manager	s	<ul> <li>Manager Financia</li> <li>Services</li> </ul>
	Financial Services Regulations	The mayor may table in the municipal council a monthly budget statement submitted to the mayor in terms of section 71(1) of the Act. If the mayor does so, the monthly budget statement must be accompanied by a mayor's report in a format set out in Schedule C.		Mayor	-	Act - Not Delegated	-	-	-	-	-	-			-
	Financial Services Regulations			Accounting Officer	-	-	-	-	-	-	-	- Act - Delegated t Communica ns Officer			- Communications Officer

Section From	Source of	MUNICIPAL FINANCE AND GOVERNANCE DELEGATIONS Power & Function Conferred	Applicable Condition/Limitation	Responsibility Origin/ Owner	Council Not	Delegation to	Delegation to	Deputy	Delegation to	Delegation to	GATION CHANN Delegation		Delegations to	Delegation to	Delegation To	Sub-Delegated
Source	Delegation	Power & runcton comerce		Orginy Owner	Delegated	Mayor/Mayor Not Delegated	Speaker	Mayor	MFMA Finance Port Folio Committee	Portfolio Committees	to MPAC	to Audit Committee	Accounting	Director Management Services/CFO	Director Community Services	Delegation to Managers
	Financial Services Regulations	When publishing the quarterly reports on the implementation of the budget in terms of section 75(1)(k) of the Act, the municipal manager must make public any other information that the municipal council considers appropriate to facilitate public awareness of the quarterly report on the implementation of the budget and the financial state of affairs of the municipality, including information stipulated in sub-regulations (a) & (b)		Accounting Officer	-	-	-	-	-	-	-	-	Accounting Officer - Delegated to Director Management Services/CFO	Accounting Officer - Manager Financial Services	5	- Manager Financial Services
1)	Financial Services Regulations	Within five working days of 25 January each year the municipal manager must make the mid-year budget and performance assessment public by placing it on the municipal website.		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Communicatio ns Officer	-		- Communications Officer
(2)	Financial Services Regulations	The municipal manager must make public any other information that the municipal council considers appropriate to facilitate public awareness of the mid- year budget and performance assessment, including information stipulated in		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Communicatio ns Officer	-		- Communications Officer
	Financial Services Regulations	sub-regulation (a) & (b)         A parent municipality must submit to the National Treasury         -           and the relevant provincial treasuries particulars of-         (a)         each public entity's capital budget as approved by the           board of directors of the municipal entity; and         (b)         details of all capital projects of which the total           projected cost is greater than R5 million as approved by the         board of directors of the municipal entity.		Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Services	5	- Manager Financial Services
1)	Financial Services Regulations	Within ten working days after the board of directors of a municipal entity has approved the annual budget of the entity in terms of section 87(4) of the Act, the municipal manager of the parent municipality must in accordance with section 21A of the Municipal Systems Act make public the approved annual budget of the entity.		Accounting Officer	-	-	-	-		-	-	-	-	-		
(2)	Financial Services Regulations	The municipal manager must also make public any other information that the municipal council considers appropriate to facilitate public awareness of the municipal entity's annual budget, including information contemplated in sub- regulation (a) & (b).		Accounting Officer	-	-	-	-	-	-	-	-	-	-		
(1)	Financial Services Regulations			Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Services	5	- Manager Financia Services
(2)	Financial Services Regulations	The municipal manager must send copies of the approved - annual budget and supporting documentation of a municipal entity, in both printed and electronic form to stakeholders prescribed in sub-regulation (a) & (b).		Accounting Officer	-	-	-	-		-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Services	5	<ul> <li>Manager Financia</li> <li>Services</li> </ul>
(1)	Financial Services Regulations	Within ten working days after the board of directors of a - municipal entity has approved an adjustments budget of the entity, the municipal manager of the parent municipality must in accordance with section 21A of the Municipal Systems Act make public the approved adjustments budget of the entity.		Accounting Officer	-	-	-	-	-	-	-	-	-	-		
(2)	Financial Services Regulations	The municipal manager must also make public any other information that the municipal council considers appropriate to facilitate public awareness of a municipal entity's adjustments budgets, including information stipulated in sub regulations (a) & (b).		Accounting Officer	-	-	-	-	-	-	-	-	-	-		
1)	Financial Services Regulations	5 ( <i>i</i> , <i>i</i> ,		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Services	5	<ul> <li>Manager Financial Services</li> </ul>
2)	Financial Services Regulations	The municipal manager must send copies of the approved adjustments budget and supporting documentation of a municipal entity, in both printed and electronic form to stake holders as per sub-regulation (a) & (b).		Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Services	5	<ul> <li>Manager Financia Services</li> </ul>
	Financial Services Regulations	When the mayor of the parent municipality submits the report on the mid-year budget and performance assessment of the municipality in terms of section 54(1) (f) of the Act, the mayor must take all reasonable steps to simultaneously table in the municipal council the reports on the mid-year budget and performance assessments of all municipal entities under the sole or shared control of the municipality.		Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-		-
1)	Financial Services Regulations	When making public the mid-year budget and - performance assessment of the parent municipality in terms of regulation 34, the municipal manager must make public in accordance with section 21A of the Municipal Systems Act the mid-year budget and performance assessments of all municipal entities.		Accounting Officer	-	-	-	-	-	-	-	-	-	-		

		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	S	Responsibility						DEL	EGATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC		Accounting	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delega Delegatio Manage
58 (2)	Financial Services Regulations	The municipal manager must also make public any other information that the municipal council considers appropriate to facilitate public awareness of a municipal entity's mid- year budget and performance assessment, including information stipulated in sub-regulations (a) & (b).	-	Accounting Officer	-	-	-	-	-	-	-	-	-	-		
59	Financial Services Regulations	When submitting the mid-year budget and performance assessment of the municipality in terms of regulation 35, the municipal manager must submit to the National Treasury and the relevant provincial treasury, in both printed and electronic form, the mid-year budget and performance assessments of all municipal entities of the municipality.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service	s	- Manager Finar Services
61 (6)	Financial Services Regulations	The mayor must table the response of the MEC for finance to any application referred to in regulation 60 at the first meeting of the municipal council following the receipt of the response.	-	Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-		-
63 (2)	Financial Services Regulations	The mayor must table a copy of any notification referred to in sub-regulation (1) at the first meeting of the municipal council following the submission of the notification.	-	Mayor		Act - Not Delegated	-	-	-		-	-	-	-		-
65 (1)	Financial Services Regulations	The municipal manager of a municipality must notify the mayor of the municipality, the MEC for finance of the relevant province and the National Treasury if the municipal manager has failed to comply with a time provision pertaining to any in-year report. Such notification must comply with the prescripts of sub-regulation (2)		Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
65 (3)	Financial Services Regulations	The mayor must table a copy of any notification referred to in sub-regulation (1) at the first meeting of the municipal council following the receipt of the notification.	-	Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-		-
67 (1)	Financial Services Regulations	The mayor of the parent municipality of a municipal entity must put in place systems to monitor whether the entity complies with the time provisions affecting its annual budget, adjustments budgets and in-year reports.	-	Mayor	-	Act - Delegated to Accounting Officer	-	-	-	-	-	-	Mayor - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
67 (2)	Financial Services Regulations	At the first council meeting after the end of each quarter, the mayor of a municipality must report to the council on the extent to which each municipal entity of the municipality is complying with the time provisions affecting its budget, adjustments budget and in-year reports, taking into account any guidelines issued by the Minister in terms of section 168(1) of the Act.	-	Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-		-
69 (1)	Financial Services Regulations	The mayor of the parent municipality must promptly consider a notification referred to in regulation 68 with a view to take appropriate steps and must take into account all relevant factors, including all factors contemplated in sub- regulations (2) & (3)		Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-		-
69 (4)	Financial Services Regulations	The mayor must table at the first meeting of the municipal council following the receipt of a notification referred to in sub-regulation (1) (a) a copy of the notification; and (b) a report on steps taken to remedy the non-compliance.	-	Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-		-
70	Financial Services Regulations	The municipal manager must promptly send to the relevant provincial treasury and the National Treasury a copy of a notification received from the chief executive officer of a municipal entity referred to in regulation 68 together with a copy of the report referred to in regulation 69(4)(b).		Accounting Officer	-	-	-	-	-	-	-		Act - Not Delegated	-		-
73 (1)	Financial Services Regulations	The board of directors of a municipal entity and the mayor of the parent municipality may approve revenue and Expenditure in terms of section $87(6)(c)$ of the Act in line with the prescripts of sub-regulations (1) – (3)	-	Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-		-
74 (2)	Financial Services Regulations	The municipal manager must provide all information required by the council committee referred to in sub- regulation (1), and any other information the council committee may require for the purpose of conducting a proper investigation.		Accounting Officer	-	-	-	-	-	-	-		Act - Not Delegated	-		-
2 (1)	Minimum Competency Regulations	The accounting officer of a municipality must generally have the skills, experience and capacity to assume and fulfil the responsibilities and exercise the functions and powers assigned in terms of the Act to the accounting officer of a municipality.		Accounting Officer	-	-	-	-	-	-	-		Act - Not Delegated	-		-
2 (3)	Minimum Competency Regulations	An accounting officer must note that specific financial management responsibilities, functions and powers are entrusted by the Act to accounting officers and that any failure to comply with these may constitute financial misconduct.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
3	Minimum Competency Regulations	The accounting officer of a municipality or municipal entity must comply with the minimum competency levels required for higher education qualification, work related experience, core managerial and occupational competencies and be competent in the unit standards prescribed for financial and supply chain management competency areas as set out in regulation 3.		Accounting Officer	-	-	-	-	-	-	-		Act - Not Delegated	-		-



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	2	Responsibility						DELE	GATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees		Delegation	Accounting	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegat Delegation Manager
4 (1)	Minimum Competency Regulations	The chief financial officer of a municipality must generally have the skills, experience and capacity to assume and fulfil the responsibilities and exercise the functions and powers assigned in terms of the Act to the chief financial officer of a municipality.	-	Director Management Services/CFO	-	-	-	-	-	-	-	-	-	Act - Not Delegated		-
4 (3)	Minimum Competency Regulations	A chief financial officer must note that any failure to comply with any financial management responsibilities, functions and powers entrusted to that officer may constitute financial misconduct. In the case of chief financial officers of municipalities specific financial management responsibilities, functions and powers are entrusted by the Act to chief financial officers.	-	Director Management Services/CFO	-	-	-	-	-	-	-	-	-	Act - Not Delegated		-
5	Minimum Competency Regulations	A municipality or municipal entity must take all reasonable and prudent steps consistent with its investment policy and according to the standard of care set out in regulation 5, to ensure that it places its investments with credit-worthy institutions.	-	Accounting Officer	-	-	-	-	-	-	-	-	-	Accounting Officer - Director Management Services/CFO		-
6 (1)	Minimum Competency Regulations	A senior manager of a municipality must generally have the skills, experience and capacity to assume and fulfil the responsibilities and exercise the functions and powers assigned in terms of the Act to that senior manager.	-	Accounting Officer	-	-	-	-	-	-	-	-	-	Act - Not Delegated	Act - Not Delegated	
6 (3)	Minimum Competency Regulations	A senior manager must note that any failure to comply with any financial management responsibilities, functions and powers entrusted to that senior manager may constitute financial misconduct.	-	Accounting Officer	-	-	-	-	-	-	-	-	-	Act - Not Delegated	Act - Not Delegated	
7	Minimum Competency Regulations	A senior manager of a municipality or municipal entity must comply with the minimum competency levels required for higher education qualification, work related experience, core managerial and occupational competencies and be competent in the unit standards prescribed for financial and supply chain management competency areas as set out in regulation 7	-	Accounting Officer	-	-	-	-	-	-	-	-	-	Act - Not Delegated	Act - Not Delegated	
8 (1)	Minimum Competency Regulations	Any financial official of a municipality at or below middle management level must generally have the skills, experience and capacity to assume and fulfil the responsibilities and exercise the functions and powers assigned in terms of the Act to that official.	-	Accounting Officer	-	-	-	-	-	-	-	-	-	-		- Managers
8 (3)	Minimum Competency Regulations	A financial official referred to in sub-regulation (1) or (2) must note that any failure to comply with the financial management responsibilities, functions and powers entrusted in terms of the Act to that official may constitute financial misconduct.	-	Accounting Officer	-	-	-	-	-	-	-	-	-	-		- Managers
9	Minimum Competency Regulations	A financial official of a municipality or municipal entity at middle management level must comply with the minimum competency levels required for higher education qualification and work related experience and be competent in the unit standards prescribed for competency areas as set out in regulation 9	-	Accounting Officer	-		-	-	-	-	-	-	-	-		- Managers
10 (1)	Minimum Competency Regulations	(a) The accounting officer of a municipality involved in the implementation of the supply chain management policy of the municipality, must generally have the skills, experience and capacity to assume and fulfil the responsibilities and exercise the functions and powers in respect of supply chain management, assigned in terms of the Act or delegated by the municipal council to the accounting officer.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
10 (1)	Minimum Competency Regulations	(b) Any official of a municipality involved in the implementation of the supply chain management policy of the municipality, must generally have the skills, experience and capacity to assume and fulfil the responsibilities and exercise the functions and powers in respect of supply chain management, delegated to the official by the accounting officer in terms of section 79 of the Act.	-	Manager SCM	-	-	-	-	-	-	-	-	-	-		- Manager SCM
10 (3)	Minimum Competency Regulations	An accounting officer involved in supply chain management must note that failure to comply with supply chain management responsibilities, functions and powers may constitute financial misconduct in terms of the Act.		Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
10 (3)	Minimum Competency Regulations	Officials involved in supply chain management must note that failure to comply with supply chain management responsibilities, functions and powers may constitute financial misconduct in terms of the Act.	-	Manager SCM	-	-	-	-	-		-	-	-	-		- Manager SCM
11	Minimum Competency Regulations	The head of a supply chain management unit of a municipality or municipal entity must comply with the minimum competency levels required for higher education qualification and work related experience and be competent in the unit standards prescribed for competency areas as set out in regulation 11	-	Manager SCM	-	-	-	-	-	-	-	-	-	-		- Manager SCM
12	Minimum Competency Regulations	A supply chain management manager of a municipality or municipal entity must comply with the minimum competency levels required for higher education qualification and work related experience and be competent in the unit standards prescribed for competency areas as set out in regulation 12		Manager SCM	-	-	-	-	-	-	-	-	-	-		- Manager SCM
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		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	s	Responsibility						DEL	EGATION CHANI	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC	U U	Delegations to Accounting Officer	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delega Delegation Manager
13	Minimum Competency Regulations	The municipal manager of a municipality and the chief executive officer of a municipal entity must ensure that competencies of all financial officials and supply chain management officials are assessed in order to identify and address gaps in competency levels of those officials.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
14 (1)	Minimum Competency Regulations	The municipal manager of a municipality and the chief executive officer of a municipal entity must monitor, and take any necessary steps to ensure, compliance with the prescribed minimum competency levels for financial officials and supply chain management officials within the timeframes set out in regulation 15.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
14 (2)	Minimum Competency Regulations	A municipality must report the consolidated information in respect of the municipality and each of its entities as prescribed in sub-regulation (a) & (b) and as set out in sub- regulation (4)	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		
16 (1)	Minimum Competency Regulations	If a Financial Official or Supply Chain Management Officials is employed subject to performance agreement and that Official does not meet the minimum competency levels, attainment of such competency levels within the timeframes set out in regulation 15 must be included as a performance target in that official's performance agreement	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		
16 (2)	Minimum Competency Regulations	If a Municipal Manager does not meet the minimum competency levels in the higher education qualification and the financial and supply chain management competency areas included in regulation 3, 5 or 7, attainment of such competency levels within the timeframes set out in regulation 15 must be included as a performance target in that official's performance agreement in terms of regulation 26 of the Performance Regulations. It must further comply with the prescripts of sub-regulation (3)	-	Council	-	-	-	-		-	-	-	Council - Not Delegated	-		-
16 (2)	Minimum Competency Regulations	If a Chief Financial Officer does not meet the minimum competency levels in the higher education qualification and the financial and supply chain management competency areas included in regulation 3, 5 or 7, attainment of such competency levels within the timeframes set out in regulation 15 must be included as a performance target in that official's performance agreement in terms of regulation 26 of the Performance Regulations. It must further comply with the prescripts of sub-regulation (3)	-	Accounting Officer	-	-	-	-			-	-	Act - Not Delegated	-		-
16 (2)	Minimum Competency Regulations	If a Senior Manager officer does not meet the minimum competency levels in the higher education qualification and the financial and supply chain management competency areas included in regulation 3, 5 or 7, attainment of such competency levels within the timeframes set out in regulation 15 must be included as a performance target in that official's performance agreement in terms of regulation 26 of the Performance Regulations. It must further comply with the prescripts of sub-regulation (3)	-	Accounting Officer	-	-	-	-	-		-	-	Act - Not Delegated	-		-
17	Minimum Competency Regulations	A municipality or municipal entity must assist a financial official or supply chain management official who at the effective date does not meet the minimum competency levels, to attain those competency levels within the timeframes set out in regulation 15 by providing resources or opportunities for the training of that official.	-	Accounting Officer		-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-
18 (1)	Minimum Competency Regulations	No municipality or municipal entity may, with effect 1 January 2013, employ a person as a financial official or supply chain management official if that person does not meet the competency levels prescribed for the relevant position in terms of these Regulations.	Exemption from section 15 & 18 to September 2015 Promulgated in Gov Gazette 37432 - 2014/03/14	- Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
18 (2)	Minimum Competency Regulations	A municipality or municipal entity may before 1 January 2013 employ a person that does not meet the competency levels prescribed for the relevant position, provided that such official's continued employment is subject to a condition that the official attains the required higher education qualification and the required minimum competency level in the required unit standards for each competency area on or before 1 January 2013.	-	Accounting Officer	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
4 (1)	SCOA	The standard chart of accounts for a municipality or municipal entity must contain the segments as set out in the Schedule.		- Council	-	-	-	-	-	-	-	-	Act - Delegated To Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service	25	<ul> <li>Manager Finar</li> <li>Services</li> </ul>



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	S	Responsibility						DELE	GATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC	Delegation to Audit Committee	Accounting	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delega Delegation Manager
5 (1)	SCOA	The standard chart of accounts of a municipality or municipal entity- (a) must contain the segments in the Schedule as required by regulation 4(1); (b) must accurately record all financial transactions and data in the applicable segment; and (c) may not contain data which is mapped or extrapolated or which otherwise does not reflect transactions recorded or measured by the municipality or musicipal patity.		- Council	-	-	-	-	-	-	-	-	Act - Delegated To Director Management Services/CFO	Accounting Officer - Delegated to Manager		- Manager Finan Services
5 (2)	SCOA	municipality or municipal entity The financial and business applications or systems used by a municipality or municipal entity must- (a) provide for the hosting of the general ledger structured in accordance with the classification framework determined in terms of regulation 4(2); (b) be capable of accommodating and operating the standard chart of accounts;		- Council	-	-	-	-	-	-	-	-	Act - Delegated To Director Management Services/CFO	Accounting Officer - Delegated to Manager Financial Service:	s	- Manager Finan Services
5 (2)	SCOA	The financial and business applications or systems used by a municipality or municipal entity must- (c) provide a portal allowing for free access, for information purposes, to the general ledger of the municipality or municipal entity, by any person authorised by the Director-General or the Accounting officer of the municipality		- Council	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Income, Expenditure and ICT		Manager IT
5 (3)	SCOA	Each municipality and municipal entity must have, or have access to, computer hardware with sufficient capacity to run the software which complies with the requirements in sub- regulation (2)		- Council	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Income, Expenditure and ICT		Manager IT
6 (2)	SCOA	Each municipality and municipal entity must implement the minimum business process requirements by the date determined in the notice referred to in subregulation 6 (1)		- Council	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Income, Expenditure and ICT		Manager IT
7 (2)	SCOA	(2) Each municipality and municipal entity must implement the minimum system requirements by the date determined in the notice referred to in sub-regulation 7 (1).		- Council	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Income, Expenditure and ICT		Manager IT
12	SCOA	The municipal council of a municipality and the board of directors of a municipal entity must take the necessary steps to ensure that these Regulations are implemented by the adoption of any resolutions, policies and budgetary provisions necessary for the implementation of these Regulations.		- Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-		
13 (a)	SCOA	The accounting officer of a municipality or municipal entity must take all necessary steps to ensure that these Regulations are implemented by at least- (a) delegating the necessary powers and duties to the appropriate officials;		- Council	-	-	-	-	-	-	-	-	Act - Not Delegated	-		-
13 (b)	SCOA	The accounting officer of a municipality or municipal entity must take all necessary steps to ensure that these Regulations are implemented by at least- (b) ensuring that the responsible officials have the necessary capacity by providing for training and ensuring that they attend training or workshops provided by the National Treasury;		- Council	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		
13 ( c)	SCOA	The accounting officer of a municipality or municipal entity must take all necessary steps to ensure that these Regulations are implemented by at least- (c) ensuring that the financial and business applications of the municipalityor municipal entity have the capacity to accommodate the implementation of these Regulations and that the required modifications or upgrades are implemented; and		- Council	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager IT		Manager IT
13 (d)	SCOA	The accounting officer of a municipality or municipal entity must take all necessary steps to ensure that these Regulations are implemented by at least- (d) submitting reports and recommendations to the municipal council or the board of directors, as the case may be, that provide for the adoption of any resolutions, policies and budgetary provisions necessary for the implementation of these Regulations		- Council	-	-	-	-	-	-	-	-	Act - Delegated To Director Management Services/CFO	Accounting Officer - Not Delegated		



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIONS		Responsibility						DELI	GATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees		Delegation	Delegations to Accounting Officer	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delega Delegation Manage
14 (1)	SCOA	All municipalities and municipal entities must ensure that- (a) the business and financial applications used by them incorporate a portal allowing for free access to their general ledgers for information purposes to any person authorised by the Director-General; and (b) such access is provided		- Council	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	-	-	Manager IT
14 (2)	SCOA	The accounting officer of a municipality and a municipal entity must ensure that its system providers cooperate with the National Treasury to implement the necessary programme amendments to provide the standard of access required by the National Treasury		- Council	-	-	-	-	-	-	-	-	Act - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Income, Expenditure and ICT		Manager IT
15 (1)	SCOA	Make application to the Minister to exempt the municipality or municipal entity from the application of a provision of these Regulations		- Council	-	-	-	-	-	-	-	-	Act - Delegated To Director Management Services/CFO	Accounting Officer - Not Delegated	-	
160 (2)	Costitution Of South Africa, Act 108 Of 1996	<ol> <li>1.1. The passing of By-Laws</li> <li>1.2. Approval of Budgets</li> <li>1.3. Imposition of rates and other taxes, levies and other duties</li> <li>1.4. Raising of loans</li> </ol>		- Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
1	Municipal Systems Act, Act 32 Of 2000	Govern on its own initiative the local government affairs of the local economy		- Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
11	Municipal Systems Act, Act 32 Of 2000	Must exercise executive and legislative authority		- Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
16	Municipal Systems Act, Act	Ensure that the culture of public participation is observed		- Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-	-	
17(2)	Of 2000 Municipal Systems Act, Act Of 2000	Must assist the Municipal Manager to develop and implement mechanisms for community participation, including: - Receipt, processing and consideration of petitions and complaints - Notification and public comment procedures - Public meetings and hearings - Consultative meetings with CBO's - Report back to communities	-	Council	-		-		-	-	-	-	Council - Delegated to All Directors	Accounting Officer - Delegated to All Managers	Accounting Officer Delegated to All Managers	• Managers
18	Municipal Systems Act, Act Of 2000	Must assist the Municipal Manager to communicate information concerning community participation with regard to: - The mechanisms that will be used to facilitate community participation - The matters with which community participation is encouraged - The rights and duties of members of the local community - Municipal governance, management and development When communicating the above information, the municipality must take into account: - Language preference and usage in the municipality, and - The special needs of people who cannot read or write		Council	-	-	-	-	-	-	-	-	Council - Delegated to All Directors	Accounting Officer - Delegated to All Managers	Accounting Officer Delegated to All Managers	- Managers
19	Municipal Systems Act, Act Of 2000	Must assist the Municipal Manager in the review of: - The needs of the community - Prioritise to meet those needs - Processes used to involve the community - Organizational and delivery mechanisms to meet community needs - Council's overall performance in achieving the objectives set in Section 152 of the RSA Constitution Act		Council	-	-	-	-		-	-	-	Council - Delegated to All Directors	Accounting Officer - Not Delegated	Accounting Officer Not Delegated	-
25	Municipal Systems Act, Act	Must adopt Integrated Development Plan (IDP)		- Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
28	32 Of 2000 Municipal Systems Act, Act	Set to guide the planning, draft, adoption and review of its Integrated Development Plan (IDP)		- Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
30	32 Of 2000 Municipal Systems Act, Act	Manage and monitor the drafting processes of the IDP and submit it to Council for adoption		- Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-	-	
34	Of 2000 Municipal Systems Act, Act	Annual review and amend the Integrated Development Plan (IDP)		- Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
38	32 Of 2000 Municipal Systems Act, Act Of 2000	Must assist the Municipal Manager to establish a management system that is: - Commensurate with the municipality's resources - In line with priorities, objectives, indicators and targets contained in the IDP - Promote the culture of performance management amongst the municipal officials		Council	-	-	-	-	-	-	-	-	Council - Delegated to All Directors	Accounting Officer - Not Delegated	Accounting Officer Not Delegated	-
39	Municipal Systems Act, Act 32 Of 2000	Manage and monitor the development of the municipality's performance management system and assign responsibilities to the Municipal Manager		- Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIONS	s	Responsibility						DELE	GATION CHAN	NEL				
Section From	Source of	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not	Delegation to	-			Delegation to				Delegation to	Delegation To	Sub-Delega
Source	Delegation				Delegated	Mayor/Mayor		Mayor	MFMA Finance	Portfolio	to MPAC	to Audit	Accounting	Director	Director	Delegation
						Not Delegated			Port Folio	Committees		Committee	Officer	Management Services/CFO	Community	Manage
10	Municipal	Must put machanisms in place to manifest and review the	-	Council			<b></b>		Committee	4'			Council -	Accounting	Services Accounting Officer	
+0	Systems Act, Act	Must put mechanisms in place to monitor and review the performance management system in consultation with the	-	Council		-	-	-	-	-	-	-	Delegated to	Officer - Not	Not Delegated	-
	Of 2000	Municipal Manager			1								All Directors	Delegated	Not Delegated	
46(1)	Municipal	Must assist the Municipal Manager to prepare annual	-	Council	-	-	-	-	-	-	-	-	Council -	Accounting	Accounting Officer	-
	Systems Act, Act	performance reports:			1								Delegated to	Officer - Not	Not Delegated	
	Of 2000	<ul> <li>On the performance of the municipality</li> </ul>			1								All Directors	Delegated		
		<ul> <li>On the performance of external service providers</li> </ul>			1											
		Measures taken to improve performance			<b> </b>	<b> </b>	┢────	───		'						ļ
51	Municipal Systems Act, Act	Must assist the Municipal Manager to establish and organise administration in a manner that would enable the	-	Council	-	-	-	-	-	-	-	-	Council -	Accounting Officer - Not	Accounting Officer Not Delegated	-
	Of 2000	municipality to:			1								Delegated to All Directors	Delegated	NOT Delegated	
	012000	- Be responsive to the needs of the community			1								An Directors	Delegated		
		- Facilitate the culture of public service and accountability			1											
		amongst the staff			1											
		- Establish clear relationships between political structures,			1											
		staff and the community			1											
		- Maximise efficiency of internal communication and			1											
		decision making - Delegate responsibilities to the most effective level within			1											
		the administration			1											
		- Involve staff in management decisions			1											
53	Municipal	Must define the specific role and area of responsibility of	-	Council	Act - Not	-	-	-	-	-	-	-	-	-	-	
	Systems Act, Act	each political structure, political office bearer of the			Delegated											
	32 Of 2000	municipality and of the municipal manager			1											
				0 1	L	───	───	<u> </u>		'				+	+	-
4	Municipal	Abide by code of conduct for Councillors	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
	Systems Act, Act 32 Of 2000				Delegated											
55	Municipal	Assist the Municipal Manager with regard to:		Council	-	-	-	-	-	-	-	-	Council -	Accounting	Accounting Officer	-
	Systems Act, Act	Assist the Municipal Manager with regard to:			1								Delegated to	Officer - Not	Not Delegated	
	Of 2000	a) The implementation of the municipality's IDP and the			1								All Directors	Delegated	-	
		monitoring of progress with the implementation of the plan			1											
		b) The management of provision of services to the local			1											
		community in a sustainable and equitable manner			1											
		c) The appointment of staff other than those referred to in			1											
		section 56(a), subject to the Employment Equity Act 55 of 1998			1											
		d) The management, effective utilization and training of staff			1											
		e) The maintenance of discipline of staff			1											
		f) The promotion of sound labour relations and compliance			1											
		by the municipality with applicable labour legislation			1											
		g) Advising the political structures and political office bearers			1											
		of the municipality			1	1	1			1						
		<ul> <li>h) Carrying out the decisions of the political structures and political office bearers of the municipality</li> </ul>			1	1										
		i) The administration and implementation of the			1	1										
		municipality's by-laws and other legislation			1	1										
		j) The exercise of any powers and the performance of any			1	1										
		duties delegated by the Municipal Council, or sub-delegated			1	1	1			1						
		by other delegating authorities of the municipality, to the			1	1										
		Municipal Manager in terms of Section 59			1	1	1			1						
		<ul> <li>k) Facilitating participation by the local community in the affairs of the municipality</li> </ul>			1	1										
		<ol> <li>Developing and maintaining a system whereby community</li> </ol>			1	1										
		satisfaction with municipal services is assessed			1	1										
57	Municipal	Must appoint the Municipal Manager and other Staff	-	Council	Act - Not	-	-	-	+	<u>+</u>	-	-	-	+	-	
	Systems Act, Act	reporting directly to the Municipal Manager and other stan	-	council	Delegated	-	-	-	-	-	-	-	-	-	-	
	32 Of 2000	employment contract and performance agreement			1	1	1			1						
		-			<u> </u>	L										
56	Municipal	Must appoint Section 56 Managers	-	Council	Act - Not	-	-	-	-	-	-	-	-	-	-	
	Systems Act, Act				Delegated	1	1			1						
0	32 Of 2000	Must develop a system of dolg actions and sub-doly. If		Council	Act Not	<b> </b>	┥────	+	+	<u> </u> '	<u> </u>			+	+	ł
9	Municipal	Must develop a system of delegations and sub-delegations to maximise administrative and operational efficiency and	-	Council	Act - Not Delegated	-	-	-	-		-	-	-	-	-	
	Systems Act Act															
	Systems Act, Act 32 Of 2000	provide adequate checks and balances			Delegated											



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	45	Responsibility						DELE	GATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	1	Delegation to Audit Committee	Accounting	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delega Delegatio Manage
59	Municipal Systems Act, Act Of 2000	<ol> <li>The authority to interrogate the following documents and to make recommendations to the municipal council in accordance with the terms of reference of the committee:</li> <li>Unforeseen and unavoidable Expenditure;</li> <li>Unauthorised, irregular or fruitless and wasteful Expenditure;</li> <li>Service Delivery &amp; Budget Implementation Plan (SDBIP);</li> <li>Monthly budget statements;</li> <li>Mid-year budget and performance assessment;</li> <li>Mid-year budget and performance assessment of municipal entities;</li> <li>7 Disclosures concerning councillors, directors and officials;</li> <li>Annual financial statements;</li> <li>Ja Annual financial statements;</li> <li>Jit The appointment of the audit committee;</li> <li>Disclinary steps instituted in terms of the MFMA;</li> <li>Shar review of the IDP post elections;</li> <li>He review of the IDP;</li> <li>Sherformance management plan;</li> <li>The review of the IDP;</li> <li>Derformance management plan;</li> <li>The draft annual budget with reference to the approved IDP; and</li> </ol>		Council	-	-	-		-	-	Council - Not Delegated	-	-	-	-	
59	Municipal Systems Act, Act Of 2000	2. The authority to consider all presentations made by the community on the annual report and the authority to have interviews with members of the community to obtain input on the annual report, as well as the authority to prepare the draft oversight report over the annual report. 3. The authority to instruct any member of the executive or the municipal manager to attend the meeting of the MPAC to address matters specified by the MPAC and to provide the MPAC with copies of documents to be dealt with by the committee in terms of its terms of reference. 4. The authority to instruct any member of the board or the CEO of a municipal entity to attend the meeting of the MPAC to address matters specified by the MPAC and to provide the MPAC with copies of documents to be dealt with by the committee in terms of its terms of reference. 5. The authority to obtain legal, technical and other specialised assistance required to exercise its functions and duties within the budget approved for the committee and subject to the supply chain management policy where applicable.		Council	-	-		-	-	-	Council - Not Delegated	-	-	-	-	
59		3. The authority to instruct any member of the executive or the municipal manager to attend the meeting of the MPAC to address matters specified by the MPAC and to provide the MPAC with copies of documents to be dealt with by the committee in terms of its terms of reference.	-	Council	-	-	-	-	-	-	Council - Not Delegated	-	-	-	-	
59	Municipal Systems Act, Act Of 2000	4. The authority to instruct any member of the board or the CEO of a municipal entity to attend the meeting of the MPAC to address matters specified by the MPAC and to provide the MPAC with copies of documents to be dealt with by the committee in terms of its terms of reference.	-	Council	-	-	-	-	-	-	Council - Not Delegated	-	-	-	-	
59	Municipal Systems Act, Act Of 2000	5. The authority to obtain legal, technical and other specialised assistance required to exercise its functions and duties within the budget approved for the committee and subject to the supply chain management policy where applicable.	-	Council	-	-	-	-	-	-	Council - Not Delegated	-	-	-	-	
53 & 59	Municipal Systems Act, Act Of 2000	<ul> <li>Make recommendations on (draft) policies</li> <li>Make recommendations on (draft) bylaws</li> <li>Make recommendations in regard to the setting or revision of tariffs, levies, taxes and duties</li> <li>Monitor the implementation of Council's IDP, budget, policies and programmes and make recommendations</li> <li>Recommend the best way (including partnerships and other approaches) to be followed to implement strategies, programmes and delivery of services to the maximum benefit of the communities</li> <li>Receive reports from their respective Directors and officials and make recommendations</li> <li>Require councillors and officials to appear before the Committee so as to assist the latter in the performance of its functions.</li> </ul>		Council	-	-		-		Council - Not Delegated	-	-	-	-	-	
			1			1	1	L	1	1	L	1	1	L	1	



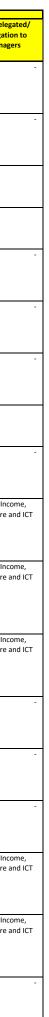
		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIONS	S	Responsibility						DEL	EGATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	to MPAC	Delegation to Audit Committee	Delegations to Accounting Officer	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegat Delegation Managers
66	Municipal Systems Act, Act Of 2000	Must within the policy framework assist the Municipal Manager with regard to: - Approve the staff establishment of the municipality. - Provide job descriptions for each post on the staff establishment. - Establish a process and mechanisms to regularly evaluate the staff establishment.	-	Council	-	-	-	-			-	-	Council - Delegated to All Directors	Accounting Officer - Not Delegated	Accounting Officer Not Delegated	-
74	Municipal Systems Act, Act 32 Of 2000	Must adopt and implement a tariff policy on the levying of fees for municipal services.		Council	Act - Not Delegated	-	-	-			-	-	-	-	-	
75	Municipal Systems Act, Act 32 Of 2000	Must adopt by-laws to give effect to the implementation and enforcement of its tariff policy		Council	Act - Not Delegated	-	-	-			-	-	-	-	-	
75A(1) & 75A(3)	Municipal Systems Act, Act Of 2000	Advertising & public notice of resolution regarding levying and recovering of fees, charges and tariffs in respect of Municipal services.	-	Council	-	-	-	-			-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
76	Municipal Systems Act, Act 32 Of 2000	Must develop mechanisms for the provision of services to the local community		Council	Act - Not Delegated	-	-	-			-	-	-	-	-	
95	Municipal Systems Act, Act Of 2000	A customer care management system must be established that: - Creates a reciprocal relationship between ratepayers and the service providers - Establish mechanisms for feedback from clients - Informs users of the costs involved in the use of service and the manner in which monies are used - Ensure regular receipt of accounts and mechanisms to query such accounts - Provide mechanisms to deal with complaints and to promptly respond to same - Provide accessible pay points	-	Council	-	-	-	-			-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
96(a)	Municipal Systems Act, Act Of 2000	Must collect all monies owed to Municipality, subject to any applicable legislation.		Council	-	-	-	-			-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
96(b)	Municipal Systems Act, Act Of 2000	Must develop a credit control and debt collection policy for adoption by Council.	•	Council	-	-	-	-			-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
98	Municipal Systems Act, Act 32 Of 2000	Must adopt by-laws to give effect to the municipality's credit control and debt collection policy		Council	Act - Not Delegated	-	-	-			-	-	-	-	-	
118	Municipal Systems Act, Act Of 2000	Issue certificates on behalf of the Municipality to the Registrar OF Deeds certifying full payments due to the Municipality before registration of such properties can be effected.	-	Council	-	-	-	-			-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
12(3)(a)	Municipal Systems Act, Act Of 2000	Invite public comments on draft by-laws on behalf of Council.	-	Council	-	-	-	-			-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
13	Municipal Systems Act, Act Of 2000	Must assist Council in the adoption of by-laws and publication in the Provincial Gazette thereof.	-	Council	-	-	-	-			-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
15	Municipal Systems Act, Act Of 2000	Must establish a Municipal Code consisting of all the by- laws which must be: - In loose leaf format - Available electronically - Accessible to the public	-	Council	-	-	-	-			-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
19	Municipal Systems Act, Act Of 2000	Public notice must be given of council meetings in a manner determined by the Council.	-	Council	-	-	-	-			-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
21B(1)(a)	Municipal Systems Act, Act Of 2000	Establish and upgrade official website. Information required by the Systems Act and MFMA must be placed on the website	•	Council	-	-	-	-			-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
55(e)	Municipal Systems Act, Act Of 2000	Deal with the appointment of staff other than those referred to in section 56(a), subject to the Employment Equity Act, Act 55 of 1998 in consultation with the Municipal Manager and other Executive Managers.	- 	Council	-	-	-	-			-	-	Council - Not Delegated		-	
59	Municipal Systems Act, Act Of 2000	Develop a system of delegations that will maximize administrative and operational efficiency and provide for adequate checks and balances in consultation with the Municipal Manager.	- 	Council	-	-	-	-			-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
62	Municipal Systems Act, Act Of 2000	Appealing authority in terms of appeals		Council	-	-	-	-			-	-	Council - Not Delegated	-	-	



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIONS		Responsibility						DELI	GATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees			Accounting	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegat Delegation Manager
65	Municipal Systems Act, Act Of 2000	To submit to Council: - Report on the existing delegations issued in terms of Section 59 by the Council and other delegating authorities of the municipality - Report on any changes to the existing delegations through the Executive Mayor	-	Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-		-
66	Municipal Systems Act, Act Of 2000	Establish a Council approved policy framework for the : - Approval of staff establishment - Establishment of a process or mechanism for regular evaluation and review of the staff establishment.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
67	Municipal Systems Act, Act Of 2000	Develop systems and procedures for human resource development.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
70	Municipal Systems Act, Act Of 2000	Provide code of conduct to staff of the municipality		Council	-	-	-	-	-		-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
75	Municipal Systems Act, Act Of 2000	Develop by-laws for adoption to give effect to the implementation and enforcement of the tariff policy.		Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
76(b)	Municipal Systems Act, Act Of 2000	Enter into a service level agreement with: · A service licensed provider registered or recognised in terms of national legislation to recover all charges due to the municipality.		Council		-		-	-		-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
96	Municipal Systems Act, Act Of 2000	To instruct Council attorneys in collaboration with the Director Management Services/CFO and the relevant committee established for this purpose to collect monies payable to the municipality.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
100	Municipal Systems Act, Act Of 2000	The Municipal Manager must implement and enforce Credit Control and Debt Collection Policy	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Income, Expenditure and	-	Manager Incon Expenditure and
109	Municipal Systems Act, Act Of 2000	May institute legal action for and on behalf of the municipality in consultation with the Municipal Manager and responsible Executive Manager if any.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management	ICT Accounting Officer - Not Delegated	-	
111	Municipal Systems Act, Act Of 2000	Keep record of all copies of Provincial Gazettes		Council	-	-	-	-	-	-	-	-	Services/CFO Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
117	Municipal Systems Act, Act Of 2000	Act as custodian of all records and documents of the municipality on behalf of the Municipal Manager.		Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
All	Schedule 2 Of The Local Government Municipal Systems Act, Act 32 Of 2000	Develop the Municipal Code of Conduct for municipal staff in consultation with the Municipal Manager and all Executive Managers.		Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
8	Schedule 1 :Code Of Conduct For Councillors	Grant consent to full-time Councillors to undertake any paid work	-	Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-		-
13 of Schedule 1	Municipal Systems Act, Act Of 2000	Duty of chairpersons of municipal councils 1.On reasonable suspicion if he /she is of the opinion that a provision of the Code of the Conduct has been breached, then he/she must:- a) Authorize an investigation of the facts and circumstances of the alleged breach; b) Give the Councillor a reasonable opportunity to reply in writing regarding the alleged breach; c) Report the matter to a meeting of the Municipal Council after paragraphs (a) and (b) have been complied with.	-	Council	-		Council - Not Delegated	-	-	-	-	-	-	-		-
3	Municipal Property Rates Act, Act 6 Of 2004	Must adopt a policy consistent with the Act on levying of rates on ratable properties and approval of the valuation roll		Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-		-
4	Municipal Property Rates Act,Act 6 Of 2004	Consultation with community before adoption of rates policy	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated		-



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIONS		Responsibility						DELE	GATION CHAN	NEL			
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees			Delegations to Delegation Accounting Director Officer Manageme Services/CF	Director nt Community	Sub-Delegat Delegation Manager
4(2)(a)	Municipal Property Rates Act,Act 6 Of 2004	Conspicuous display of rates policy	-	Council	-	-	-	-	-	-	-	-	Council - Accounting Delegated to Officer - No Director Delegated Management Services/CFO		-
4(2)(b)	Municipal Property Rates Act,Act 6 Of 2004	Advertising of draft rates policy for public input in consultation with the Director Management Services/CFO	-	Council	-	-	-	-	-	-	-	-	Council - Accounting Delegated to Officer - No Director Delegated Management Services/CFO		-
5	Municipal Property Rates Act, Act 6 Of 2004	Annual review of rates policy		Council	Act - Not Delegated										
6 (1)	Municipal Property Rates Act, Act 6 Of 2004	A municipality must adopt by-laws to give effect to the implementation of its rates policy.		Council	Act - Not Delegated										
14(2)	Municipal Property Rates Act,Act 6 Of 2004	Promulgation of resolution to levy rates in Provincial Gazette	-	Council	-	-	-	-	-	-	-	-	Council - Accounting Delegated to Officer - No Director Delegated Management Services/CFO		-
14(3)	Municipal Property Rates Act,Act 6 Of 2004	Conspicuous display of resolution to levy rates in Provincial Gazette		Council	-	-	-	-	-	-	-	-	Council - Accounting Delegated to Officer - No Director Delegated Management Services/CFO		-
21	Municipal Property Rates Act,Act 6 Of 2004	Compulsory phasing in of certain rates		Council		-		-	-	-	-		Council - Accounting Delegated to Officer - No Director Delegated Management Services/CFO		-
22	Municipal Property Rates Act, Act 6 Of 2004	Special rating areas		Council	Act - Not Delegated										
22(2)	Municipal Property Rates Act,Act 6 Of 2004	Consulting community before determining special rating area		Council	-	-	-	-	-	-	-	-	Council - Accounting Delegated to Officer - No Director Delegated Management Services/CFO		-
23	Municipality Property Rates Act, Act 6 Of 2004	Keeping of register of properties.	-	Council	-	-	-	-	-	-	-	-	Council - Accounting Delegated to Officer - Director Manager Management Income, Services/CFO Expenditure ICT		Manager Incon Expenditure and
27	Municipal Property Rates Act,Act 6 Of 2004	Furnishing of accounts for rates	-	Council	-	-	-	-	-	-	-	-	Council - Accounting Delegated to Officer - Director Delegated t Management Manager Services/CFO Income, Expenditure ICT	0	- Manager Incon Expenditure and
30	Municipality Property Rates Act, Act 6 Of 2004	Preparation and administration of General Valuation and Supplementary Roll	-	Council	-	-	-	-	-	-	-	-	Council - Accounting Delegated to Officer - Director Manager Management Income, Services/CFO Expenditurd ICT		Manager Incon Expenditure and
33	Municipality Property Rates Act, Act 6 Of 2004	Designation of Municipal Valuer in consultation with the Municipal Manager.		Council		-	-	-	-	-	-	-	Council - Accounting Delegated to Officer - No Director Delegated Management Services/CFO		
49	Municipality Property Rates Act, Act 6 Of 2004	Publication of valuation rolls	-	Council	-	-	-	-	-	-	-	-	Council - Accounting Delegated to Officer - No Director Delegated Management Services/CFO		
54	Municipality Property Rates Act, Act 6 Of 2004	Attending to appeals in terms of the MPRA.	-	Council	-	-	-	-	-	-	-	-	Council - Accounting Delegated to Officer - No Director Delegated Management Services/CFO		
77	Municipality Property Rates Act, Act 6 Of 2004	Updating of valuation rolls	-	Council	-	-	-	-	-	-	-	-	Council - Accounting Delegated to Officer - Director Manager Management Income, Services/CFO Expenditure		Manager Incom Expenditure and
78	Municipality Property Rates Act, Act 6 Of 2004	Conducting of supplementary valuations.		Council	-	-	-	-	-	-	-	-	Council - Accounting Delegated to Officer - Director Manager Management Income, Services/CFO Expenditure		Manager Incon Expenditure and
ALL	Prevention And Combating Of Corrupt Activities Act, Act 12 Of 2004	To provide for the strengthening of measures to prevent and combat corruption and corrupt activities		Council	Act - Not Delegated	-	-	-	-	-	-	-	- ICT	-	-



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIO	NS	Responsibility						DEL	EGATION CHAN	INEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee		Delegation to MPAC	Delegation	Delegations to Accounting Officer	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegat Delegation Manager
15	Municipal Structures Act, Act 117 Of 1998	Review and rationalisation of existing municipal by-laws - By-laws - Policies - Systems of delegations	-	Council	-	-	-	-	-	-	-	-	Council - Directors Management Services/ CFO and other Directors	Accounting Officer - Not Delegated	Accounting Officer Not Delegated	r -
18	Municipal Structures Act, Act 117 Of 1998	Must meet at least quarterly		- Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
18(2)	Municipal Structures Act, Act 117 Of 1998	Inform Independent Electoral Commission(IEC) of vacancies in Council	-	Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-	-	
23(4)	Municipal Structures Act, Act 117 Of 1998	Appoint representatives to District Council		- Council	Act - Not Delegated	-	-		-	-		-	-	-	-	
29(1)	Municipal	Decides where and when the Council meets subject to Section 18(2),but if the majority of the Councillors request the Speaker in writing to convene a Council meeting ,the Speaker must convene a meeting at a time set out in the request	The delegation is limited to the request of the majority of councillors requesting a meeting	Council	-	-	Council - Delegate to Speaker	-	-	-	-	-	-	-	-	
29(2)	Municipal Structures Act, Act 117 Of 1998	Call first meeting of Council after it has been declared elected		Accounting Officer		-	-	-	-	-	-	-	-	-	-	
34	Municipal Structures Act, Act 117 Of 1998	May dissolve itself at a meeting specifically called for that purpose		- Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
36	Municipal Structures Act, Act 117 Of 1998	Elect a Speaker		- Council	Act - Not Delegated	-	-		-	-	-	-	-	-	-	
37	Municipal	a)Preside at meetings of Council; b)Perform the duties and exercise the powers delegated to him/her; c)Ensure that Council meets at least quarterly; d)Maintain order during meetings; e)Ensure compliance in Council and its committee with code of conduct set out in Schedule 1 of the Systems Act.		- Council	-	-	Council - Delegate to Speaker	-	-	-	-	-	-	-	-	
36	Municipal Structures Act, Act 117 Of 1998	Facilitate the election of the Speaker	-	Accounting Officer		-	-	-	-	-	-	-	-	-	-	
40	Municipal Structures Act, Act 117 Of 1998	Removal of Speaker		- Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
41	Municipal Structures Act, Act 117 Of 1998	Appoint Acting Speaker in the absence of the Speaker		- Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
44	Municipal Structures Act, Act 117 Of 1998	Establish the Mayoral Committee		- Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
55	Municipal Structures Act, Act 117 Of 1998	Elect an Executive Mayor		- Council	Act - Not Delegated	-	-	-	-	-		-	-	-	-	
56	Municipal	<ol> <li>The Executive Mayor is entitled to receive reports from committees of the municipal council and to forward these reports together with recommendations to the Council when the matter cannot be disposed of by the Executive Mayor in terms of the Executive Mayor's Delegated Powers.</li> <li>must-         <ul> <li>(a) identify the needs of the municipality;</li> <li>(b) review and evaluate those needs in order of priority;</li> <li>(c) recommend to the Municipal Council strategies and programmes to address priority needs through the IDP taking into account any applicable National and Provincial Plans.</li> <li>Recommend or determine the best possible ways to deliver those strategies and programmes to the maximum benefit of the community.</li> </ul> </li> </ol>		- Mayor		Act - Not Delegated	-	-	-		-	-	-	-		
58	Municipal Structures Act, Act 117 Of 1998	Remove by resolution the Executive Mayor		- Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-	-	
60	Municipal Structures Act, Act 117 1998	<ul> <li>(a)must appoint a Mayoral Committee to assist him/her with his/her duties and delegate specific responsibilities.</li> <li>(b)He /she may dismiss a member of the Mayoral Committee</li> </ul>		- Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-	-	
60	Municipal Structures Act, Act Of 2000	To monitor the implementation of service delivery plans of their functional areas on behalf of the Executive Mayor.		- Council		-	-	-	-	-	-	-	-	-	-	
60	Municipal	To oversee the formulation and preparation of the draft budget in respect of their functional areas on behalf of the Executive Mayor.	-	Council		-	-	-	-	-	-	-	-	-	-	
60	Municipal	To receive and consider reports and recommendations submitted in respect of their functional areas on behalf of the Executive Mayor.		Council		-	-	-	-	-	-	-	-	-	-	



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIO	NS	Responsibility						DELE	GATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees		Delegation	Accounting	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegat Delegation Manager
60	Municipal Structures Act, Act Of 2000	To receive and consider reports on international, national and provincial policy relevant to the operations of their functional areas.	-	Council	-	-	-	-	-	-	-	-	-	-		
60	Municipal Structures Act, Act Of 2000	To organise and chair departmental portfolio committee meetings as appointed by the Executive Mayor.	-	Council	-	-	-	-	-	-	-	-	-	-		
72	Municipal Structures Act, Act 117 1998	Establish and manage ward committees		Council	-	-	Council - Not Delegated	-	-	-	-	-		-		
79	Municipal	Appoint members of the section 79 committees Determines the functions of the section 79 committees Dissolve the section 79 committees May vary or revoke a decision taken by the section 79 committee		Council	Act - Not Delegated	-	-	-	-	-	-	-	-	-		
80		May appoint a chairperson for each committee from the Mayoral Committee and delegate powers and duties		Mayor	-	Act - Not Delegated	-	-	-	-	-	-	-	-		
82	117 1998 Municipal Structures Act, Act 117 Of 1998	Appoint the Municipal Manager	Also refer to section 30 of the Structures Act with regards to the appointment of the municipal manage and head of departments	Council	Act - Not Delegated	-	-	-	-	-	-	-		-		
0	Per Council Resolution	To act as interface between the Speaker, the Executive Mayor and other Councillors.		N/A	-	-	-	Council - Not Delegated	-	-	-	-	-	-		
0	Per Council Resolution	To assist Council in developing a culture of municipal governance that complements formal representative government with a system of participatory governance.		N/A	-	-	-	Council - Not Delegated	-	-	-	-	-	-		
0	Per Council Resolution	To assist the Speaker in ensuring that Council meetings are conducted in with the Standing Orders of Council.		N/A	-	-	-	Council - Not Delegated	-	-	-	-	-	-		
0	Per Council Resolution	To collaborate on a regular basis with the Speaker and Executive Mayor on issues of conduct, Councillor benefits and governance		N/A	-	-	-	Council - Not Delegated	-	-	-	-		-		
0	Per Council Resolution	To ensure that councillors perform the functions of office in good faith, honestly and in a transparent manner; and at all times act in the best interest of Council in such a way that the credibility and integrity of Council are maintained.		N/A	-	-	-	Council - Not Delegated	-	-	-	-	-	-		
D	Per Council Resolution	To ensure that all Councillors including full-time Councillors: • Attend all Council and other committees they serve on, as the case may be, unless specific leave of absence had been granted to such councillor not to attend the relevant meeting; • Participate in the IDP forum meetings of Council; • Participate in the Council's Ward Conference. • Participate in the Budget discussion meetings; • Participate in the Budget discussion meetings; • Participate in the Budget discussion meetings of Council; • Participate in the strategic lekgotla/indaba of Council; • Participate in the Community Outreach meetings of Council, District Municipality and other spheres of government; • Attend to matters raised by the members of the community through the Executive Mayor and or MMC's. • Execute any other duty assigned by the Council or the Executive Mayor; • Determine processes and procedures to enforce delegated functions.		N/A	-	-	-	Council - Not Delegated	-	-	-	-				
0	Per Council Resolution	To ensures that relationships between political parties are constructive and focused on key issues;		N/A	-	-	-	Council - Not Delegated	-	-	-	-	-	-		
0	Per Council Resolution	To ensure the accountability of Councillors to the communities;		N/A	-	-	-	Council - Not Delegated	-	-	-	-	-	-		
0	Per Council Resolution	To ensure proportional representation of political parties in the various Council Committees, thus maintaining sound relation between the various political parties;	·	N/A	-	-	-	Council - Not Delegated	-	-	-	-	-	-		
0	Per Council Resolution	To intervene in conflict situations when require to such as disputes between communities and specific Councillors;		N/A	-	-	-	Council - Not Delegated	-	-	-	-	-			
0	Per Council Resolution	To maintain cohesion within the governing party and building relationships with other political parties;		N/A	-	-	-	Council - Not Delegated	-	-	-	-	-	-		



Section From	Source of	MUNICIPAL FINANCE AND GOVERNANCE DELEGATIONS Power & Function Conferred	Applicable Condition/Limitation	Responsibility Origin/ Owner	Council Not	Delegation to	Delegation to	Deputy	Delegation to	DELE Delegation to	GATION CHANN		Delegations to	Delegation to	Delegation To	Sub-Delegated/
Source	Delegation	Power & Function Conterred		Origin/ Owner	Delegated	Mayor/Mayor Not Delegated	Speaker	Mayor	MFMA Finance Port Folio Committee	Portfolio Committees	to MPAC	to Audit Committee	Accounting	Director Management Services/CFO	Delegation 10 Director Community Services	Delegation to Managers
	Per Council	To manage and enhance the political relationship between		- N/A	-	-	-	Council -	-	-	-	-	-	-	-	
	Resolution	political parties represented in Council;						Not Delegated								
	Per Council Resolution	To monitor and report on the manner in which Council exercises executive and legislative authority;		- N/A	-	-		Council - Not	-	-	-	-	-	-	-	
	Resolution	exercises executive and legislative autionity,						Delegated								
	Per Council	To monitor the general attendance by Councillors of Council		- N/A				Council -								
	Resolution	and committees meetings;		- N/A	-	-		Not	-	-	-	-	-	-	-	
								Delegated								
	Per Council	To recommend the designation of councillors to serve in the		- N/A	-	-	-	Council -	-	-	-	-	-	-	-	
	Resolution	Section 79 committees and other council committees in						Not								
		consultation with the Speaker.						Delegated								
	Per Council	To take the lead during Council meetings when		- N/A	-	-		Council -	-	-	-	-	-	-	-	
	Resolution	disagreements arise to facilitate consensus between different political parties.						Not Delegated								
								-								
edule 5 Of Constitution	Constitution Of South Africa, Act	Management of: - Beaches and Amusement Facilities	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to	-	Accounting Officer Director	1
Rsa, Act 108	108 Of 1996	- Refuse removal, landfill sites, waste disposal											Director		Community	
1996 - Part B		- Air and Noise pollution - Fire Fighting Services											Community Services		Services	
		- Local Tourism														
		- Municipal Health Services														
	National Health	Ensure compliance and implementation of the sections and		Council	-	-	-	-	-	-	-	-	Council -	-		Manager Municipa
	Act, Act 61 Of 2003	regulations											Delegated to Director		Manager Municipal Health	Health
	2003												Community			
)	Tobacco Producto	Power to enforce national legislation in compliance with the		Council							<u> </u>		Services Council -		Accounting Officer	· Manager Municipa
.)	Control	Act	-	Council	-	-	-	-	-	-	-	-	Delegated to	-	Manager Municipal	
	Amendment Act,												Director		Health	
	Act 12 Of 1998												Community Services			
	Regulation On	Control of smoking in places other than designated areas in	-	Council	-	-	-	-	-	-	-	-	Council -	-		Manager Municipa
	Smoking Of Tobacco Products	public places											Delegated to Director		Manager Municipal Health	Health
	In Public Places-Gn												Community			
	R975 Dated 29/09/2000												Services			
	25/05/2000															
	Regulation On Smoking Of	Protection of employees in the work place from tobacco smoke	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to	-	Accounting Officer Manager Municipal	Manager Municipa
	Tobacco Products	SHOKE											Director		Health	rieatti
	In Public Places-Gn												Community			
	R975 Dated 29/09/2000												Services			
													0 1			
	Regulation On Smoking Of	Adoption of policy on smoking in the workplace	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to	-	Accounting Officer Manager Municipal	<ul> <li>Manager Municipa</li> <li>Health</li> </ul>
	Tobacco Products												Director		Health	
	In Public Places-Gn R975 Dated												Community Services			
	29/09/2000															
	Hazardous	All activities relating to hazardous substances in compliance		Council		_	-	-			-		Council -		Accounting Officer	· Manager Municipa
	Substance Act	with the Act	-	council	-	-	-	-	-	-	-	-	Delegated to		Manager Municipal	
													Director Community		Health	
													Services			
	Foodstuffs,	All activities relating to foodstuffs, cosmetics and	-	Council	-	-	-	-	-	-	-	-	Council -	-		· Manager Municipa
	Cosmetics And Disinfectants Act	disinfectants in compliance with the Act											Delegated to Director		Manager Municipal Health	Health
													Community			
	Ligour Act. Act 27	Comment on liquor license applications in terms of the	-	Council	-	-	-	-	-	-	-	-	Services Council - Not	-	-	
	Of 1989	relevant stipulations and regulations of the Act											Delegated			
	Occupational Health And Safety	Provision of safe working environment		Council	-	-	-	-	-	-	-	-	Council - Delegated to	Accounting Officer - Senior	-	Senior Human Resource Officer
	Act, Act 85 Of												Director	Human Resource		
	1985												Management Services/CFO	Officer		
	Occupational	Must designate Health and Safety representatives	-	Council	-	-	-	-	-	-	-	-	Council -	Accounting	-	Senior Human
	Health And Safety												Delegated to	Officer - Senior		Resource Officer
	Act, Act 85 Of 1985												Director Management	Human Resource Officer	1	
													Services/CFO			
	Occupational Health And Safety	Must establish Health and Safety Committees		Council	-	-	-	-	-	-	-	-	Council - Delegated to	Accounting Officer - Senior	-	Senior Human Resource Officer
	Act, Act 85 Of												Director	Human Resource		
	1985												Management Services/CFO	Officer		
	Occupational	Report to the inspector regarding injuries to or death of	-	Council	-	-	-	-	-	-	-	-	Council -	Accounting	-	Senior Human
	Health And Safety												Delegated to	Officer - Senior		Resource Officer
	Act, Act 85 Of 1985												Director Management	Human Resource Officer		
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		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	S	Responsibility						DELE	GATION CHAN	VEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees	Delegation to MPAC	Delegation to Audit Committee	Accounting	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delega Delegatio Manage
58	Occupational Health And Safety Act, Act 85 Of 1985	Keep records of sectoral determination	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	-	Senior Human Resource Offic
39	Compensation For Occupational Injuries And Diseases	Notice of accident by employer to the Commissioner in consultation with the Director Management Services/CFO		Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	-	Senior Humar Resource Offic
41	Compensation For Occupational Injuries And Diseases	Submit particulars to support claim to the Commissioner in consultation with the Director Management Services/CFO	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	2	Senior Humar Resource Offic
68	Compensation For Occupational Injuries And Diseases	Notice of occupational disease to the Commissioner	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	-	Senior Human Resource Offic
80(1)	Compensation For Occupational Injuries And Diseases	Obligation to register with the Commissioner(subject to exemption in terms of Section 84(1)(a)	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	2	Senior Human Resource Offic
80(3)	Compensation For Occupational Injuries And Diseases	Furnish the Commissioner with change in particulars	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	-	Senior Human Resource Offic
81	Compensation For Occupational Injuries And Diseases	Keep record of earnings etc of all employees in consultation with the Director Management Services/CFO	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	-	Senior Human Resource Offic
86	Compensation For Occupational Injuries And Diseases	r Responsible for Payment Assessment	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer		Senior Human Resource Offic
15	National Environmental Management Act, Act 39 Of 2004	Compile Air Quality Management Plans as part of IDP		Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Community Services	-	Accounting Officer Manager Municipa Health	l Health
Chapter 3	National Environmental Management Act, Act 73 Of 1989	Responsibilities regarding waste management		Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Community Services	-	Accounting Officer Manager Environmental Management	r · Manager Environmental Management
20	National Environmental Management Act, Act 73 Of 1989	Responsible for waste disposal sites		Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Community Services	-	Accounting Officer Manager Environmental Management	r · Manager Environmental Management
13 0	National Water Act, Act 36 Of 1998 National Water	Granting and withdrawal of permits/trading sites Issuing of Trading Permits	-	Council	-	-	-	-	-	-	-	-	-	-	-	
0	Act, Act 36 Of 1998 Fire Brigade Services Act, Act 99 Of 1987	Perform all functions with regard to fire service activities		Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Community	-	Accounting Officer Manager Protective Services	Services
45-48	Disaster Management Act, Act 57 Of 2002	Perform all functions with regard to disaster management activities		Council	-	-	-	-	-	-	-	-	Services Council - Delegated to Director Community	-	Accounting Officer Manager Protective Services	Services
0		Application of the Act in preventing and combating of veld, forest and mountain fires and matters connected thereto	-	Council	-	-	-	-	-	-	-	-	Services Council - Delegated to Director Community Services	-	Accounting Officer Manager Protective Services	Services
	Regulations Of Gatherings Act, Act 205 Of 1993 National Road	Facilitate the approval of applications to convene gatherings Application of the Act and regulations with regard to	-	Council N/A	- Council Not	Council - Not Delegated	-	-	-	-	-	-	-	-	-	
All	Traffic Act, Act 93 Of 1996 And Regulations Road Traffic Manual	registering authorities and traffic law enforcement Installation of traffic signs	-	N/A	Delegated Council Not Delegated	-	-	-	-	-	-	-	-	-	-	
0 All	Sabs And Sans Specifications National Land Transport	Standardization of operations at Driver License Testing Centres and vehicle Testing Centres Application of the whole Act with regard to traffic law enforcement	-	N/A N/A	-	-	-	-	-	-	-	-	-	-	-	
	Transiton Act, Act 74 Of 1977															

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		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	S	Responsibility						DELE	GATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee			Delegation	Accounting	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegat Delegation Manager
All	National Road Transportation Act, Act 74 Of 1977	Facilitate the appointment of Traffic Officers and exercise powers and duties relevant therewith		N/A	-	-	-	-	-	-	-	-	-	-	-	
All	Firearms Control Act, Act 60 Of 2000	Facilitate the appointment of responsible person and perform functions connected therewith	-	N/A	-	-	-	-	-	-	-	-	-	-	-	
All	Criminal	Facilitate the appointment of peace officers and perform functions connected therewith		N/A	-	-	-	-	-	-	-	-	-	-	-	
All	National Building Regulations And Building Standards Act, Act 103 Of 1977 Government Notice R 3378 Dated 12/10/1990	Plan	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Community Services	-	Accounting Officer Manager Protective Services	Services
All	Control Of Access To Public Premises Act, Act 53 Of 1986			Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Community Services	-	Accounting Officer Not Delegated	
All	Hazardous Substancer Act, Act 15 Of 1973	Application of the Act with regard to control of hazardous substances	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Community Services	-	Accounting Officer Not Delegated	-
All	By-Laws/Policies: Street And Miscellaneous By- Laws	All matters related to law enforcement	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Community Services	-	Accounting Officer Not Delegated	
All	Car Watch And Car Washers By- Law	Facilitate the appointment of administrators to oversee and coordinate activities of parking attendance, car guard, car washers and car watchers in demarcated areas on such terms and conditions set in the by-law	-	N/A	-	-	-	-	-	-	-	-	-	-	-	
30(9)	National Heritage Resources Act, Act 25 Of 1999	Notify owner of a place included in the provincial heritage register or if the entry is amended or deleted		N/A	-	-	-	-	-	-	-	-	-	-	-	
30(11)		Provide for the protection of a heritage resource through the planning scheme or by-law	-	N/A	-	-	-	-	-	-	-	-		-	-	
39(30)(b)	National Heritage Resources Act, Act 25 Of 1999	Notify SAHRA of destruction of a place listed in the heritage register	-	N/A	-	-	-	-	-	-	-	-	-	-	-	
6	Funeral Undertakers Regulations, Gn R237 Dated 08/02/1985	Issuing of certificate of competence in respect of funeral undertakers premises		N/A	-	-	-	-	-	-	-	-	-	-	-	
10(10)(a)(b)(c)	Funeral Undertakers Regulations, Gn R237 Dated 08/02/1985	Keeping of recordings of enquiry in relation to premises	-	N/A	-	-	-	-	-	-	-	-	-	-	-	
10(13)(a)	Funeral Undertakers Regulations, Gn R237 Dated 08/02/1985	Facilitate and prepare written order of suspension of certificate of competence	-	N/A	-	-	-	-	-	-	-			-	-	
10(13)(b)	Funeral Undertakers Regulations, Gn R237 Dated 08/02/1985	Notification of Director-General of order of suspension of certificate of compliance	-	N/A	-	-	-	-	-	-	-			-	-	
10(16)	Funeral Undertakers Regulations, Gn R237 Dated 08/02/1985	Repeal of suspension of certificate of compliance	-	N/A	-	-	-	-	-	-	-	-	-	-	-	
All	Civil Aviation Act, Act 28 Of 1994	Permission to use airfield for airfield activities/leasing of hangars in consultation with the Director Community Services		Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Community Services		Accounting Officer Not Delegated	
0	Civil Aviation Act, Act 28 Of 1994	Permission to use airfield for non-airfield related activities and tariffs	-	Council	-	-	-	-	-		-	-	Council - Delegated to Director Community Services	-	Accounting Officer Not Delegated	
0	Civil Aviation Act, Act 28 Of 1994	Licensing of Airfield		Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Community Services	-	Accounting Officer Not Delegated	



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	S	Responsibility						DELE	GATION CHAN	NEL				
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All	National Environment Management Act, Act 107 Of 1989			Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Community Services	-	Accounting Officer Manager Environmental Management	r - Manager Environmental Management
30	National Environment Management Act, Act 107 Of 1989	Control and report emergency incidents within the municipal area of jurisdiction		Council	-	-	-	-	-		-	-	Council - Delegated to Director Community Services	-	Accounting Officer Not Delegated	
All	By-Laws : Public Libraries By-Laws	General Library Administration & Management	-	N/A	-	-	-	-	-	-	-	-	-	-	-	
All	Auditorium By- Laws	General auditorium responsibilities	-	N/A	-	-	-	-	-	-	-	-	-	-	-	
19	National Water Act, Act 36 Of 1998	Prevention of pollution of water resources		Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Community Services	-	Accounting Officer Manager Municipal Health	
All	National Water Act, Act 36 Of 1998	Ensure application and implementation of all relevant sections and regulations	-	N/A	-	-	-	-	-	-	-	-	-	-	-	
5	Regulations Relating To Compulsory National Standards And Measures To Conserve Water, Gn R509 Dated 8 June 2001	Development of programme for sampling of potable water	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Community Services	-	Accounting Officer Manager Municipal Health	
6	Regulations Relating To Compulsory National Standards And Measures To Conserve Water, Gn R509 Dated 8 June 2001	Develop measures to prevent entrance of objectionable substances into water courses	-	N/A	-	-	-	-	-	-	-	-	-	-	-	
8	Regulations Relating To Compulsory National Standards And Measures To Conserve Water, Gn R509 Dated 8 June 2001	Control over the use of effluent	-	N/A	-	-	-	-	-	-	-	-	-	-	-	
10	Regulations Relating To Compulsory National Standards And Measures To Conserve Water, Gn R509 Dated 8 June 2001	Conduct annual water services audit		N/A	-	-	-	-	-	-	-	-	-	-	-	
13	Regulations Relating To Compulsory National Standards And Measures To Conserve Water, Gn R509 Dated 8 June 2001	Measurement and control of water supply	-	N/A	-	-	-	-	-	-	-	-	-	-	-	
All	Water Supply Regulations	Ensure compliance to all regulations regarding water supply		N/A	-	-	-	-	-	-	-	-	-	-	-	
22	Electricity Regulation Act, Act 4 Of 2006	To exercise powers and duties set out in the Act		N/A	-	-	-	-	-	-	-	-	-	-	-	
23	Electricity Regulation Act, Act 4 Of 2006	To appoint an authorised person at all times to enter any premises to which electricity is supplied by the municipality to inspect lines, meters fixing works and apparatus belonging to the municipality or to ascertain quantity of electricity consumed, supply no longer required and or cut of supply		Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Community Services	-	Accounting Officer Manager Resorts	
All	National Roads Management Act,	Ensure compliance and implementation of relevant sections	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Community Services	-	Accounting Officer Manager Roads	- Manager Road
All	Fleet And Equipment Policy	Service, repair and control of fleet in line with the policy		Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Community Services	-	Accounting Officer Manager Roads	• Manager Road



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Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee		Delegation to MPAC	Delegation	Accounting	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delega Delegation Manager
5	National Building Regulations And Building Standards Act, Act 103 Of 1997	Must appoint Building Control Officer in consultation with the Municipal Manager and Director Community Services	-	N/A	-	-	-	-	-	-	-	-	-	-	-	
7	National Building Regulations And Building Standards Act, Act 103 Of 1997			N/A	-	-	-	-	-	-	-	-	-	-	-	
14	National Building Regulations And Building Standards Act, Act 103 Of 1997	Must issue certificates of occupancy		N/A	-	-	-	-	-	-	-	-	-	-	-	
All	National Building Regulations And Building Standards Act, Act 103 Of 1997			N/A	-	-	-	-	-	-	-	-	-	-	-	
Chapter II	Division Of Land Ordinance, Ordinance 20 Of 1986	Must manage provisions applicable to division of land situated outside the area of jurisdiction of the municipality		N/A	-	-	-	-	-	-	-	-	-	-	-	
Chapter IV	Division Of Land Ordinance, Ordinance 20 Of 1986	Must manage provisions applicable to division of land situated within the area of jurisdiction of the municipality		N/A	-	-	-	-	-	-	-	-	-	-	-	
Chapter V	Division Of Land Ordinance, Ordinance 20 Of 1986	Must manage miscellaneous provisions		N/A	-	-	-	-	-	-	-	-	-	-	-	
All	Physical Planning Act, Act 125 Of 1991	All applicable sections regarding local authority	-	N/A	-	-	-	-	-	-	-	-	-	-	-	
All	Development Facilitation Act, Act 67 Of 1995	Ensure compliance to applicable stipulation of this Act	-	N/A	-	-	-	-	-	-	-	-	-	-	-	
4	Agriculral Land Act, Act Of 1970	To comment in the event of application to subdivide the land	-	Accounting Officer	-	-	-	-	-	-	-	-	Accounting Officer - Delegated to Director Management Services/CFO and Other Directors	Accounting Officers - Not Delegated	Accounting Officer Managers	r - All Managers
All	Manual For Outdoor Advertising	Approval of applications in terms of outdoor and advertising and advertising control policy	-	N/A	-	-	-	-	-	-	-	-	-	-	-	
5(2)	Regulation On Advertising On Or From National Roads Gn 1402 Dated 20/12/2002			N/A	-	-	-	-	-	-	-	-	-	-	-	
All	Prevention Of Illegal Eviction And Unlawful Occupation Of Land Act, Act 19 Of 1998	Ensure prevention of squatters and illegal occupation of land	-	Council	-	-	-	-	-	-		-	Accounting Officer - Not Delegated	-	-	
13(2)	Labour Relations Act, Act 66 Of 1998	Deduction of trade union subscription or levies in consultation with the Director Management Services/CFO		Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Senior Human Resource Officer	-	Senior Human Resource Office
23	Value Added Tax Act, Act 89 Of 1991	Registration of municipality for VAT purposes		Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Delegated to Manager Income, Expenditure and ICT	-	Manager Incor Expenditure an
ALL	Preferential Procurement Policy Framework Act, Act 5 Of 2000	Implementation of Preferential Procurement Policy within the prescribed framework	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Not Delegated	-	
16	Electricity Regulations Act, Act 4 Of 2006	Implementation of electricity tariff in consultation with the Executive Manager Technical Services	-	N/A	-	-	-	-	-	-	-	-	-	-	-	
13	Employment Equity Act, Act 55 Of 1998	Responsible for the implementation of affirmative action measures	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	-	Senior Human Resource Office



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	S	Responsibility						DEL	EGATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee			-	Delegations to Accounting Officer	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegation Delegation Manager
16	Employment Equity Act, Act 55 Of 1998	Consultation with employees	-	Council	-	-	-	-		-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	-	Senior Human Resource Office
18	Employment Equity Act, Act 55 Of 1998	Disclosure of information	-	Council	-	-	-	-		-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	-	Senior Human Resource Office
19	Employment Equity Act, Act 55 Of 1998	Analyses of Employment policies, practices, procedures etc.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	-	Senior Human Resource Office
20	Employment Equity Act, Act 55 Of 1998	Preparation and implementation of Employment Equity Plan.	-	Council	-	-	-	-		-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	-	Senior Human Resource Office
21(2)(a)(b)	Employment Equity Act, Act 55 Of 1998	Submit report to Department of Labour on the Equity Plan.	-	Council	-	-	-	-		-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	-	Senior Human Resource Office
22	Employment Equity Act, Act 55 Of 1998	Publication of report required Section 21.	-	Council	-	-	-	-		-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	-	Senior Human Resource Office
23	Employment Equity Act, Act 55 Of 1998	Prepare successive equity plan before end of existing equity plan.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	-	Senior Human Resource Office
24	Employment Equity Act, Act 55 Of 1998	Assign Manager to take responsibility for monitoring and implementing employment equity plan.		Council	-	-	-	-		-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	-	Senior Human Resource Office
25	Employment Equity Act, Act 55 Of 1998	Display most recent report on equity plan in each of Council's workplaces.	-	Council	-	-	-	-			-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	-	Senior Human Resource Office
26	Employment Equity Act, Act 55 Of 1998	Duty to keep records of workforce and employment equity plan.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	2	Senior Human Resource Office
27	Employment Equity Act, Act 55 Of 1998	Submission of statement to Employment Conditions of Council.	-	Council	-	-	-	-		-	-	-	Council -	Accounting Officer - Senior Human Resource Officer	-	Senior Human Resource Office
7(3)	Remuneration Of Public Office Bearers Act, Act 20 Of 1998	Determination of salary and allowances of members of Municipal Council in consultation with Municipal Manager and the MEC for Local Government.		Council	Act - Not Delegated	-	-	-		-	-	-	-	-	-	Conier Ilumon
16(2)	Labour Relations Act, Act 66 Of 1995	Disclosure of information to trade unions.	-	Council	-	-	-	-		-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	-	Senior Human Resource Office
85 87(2)	Labour Relations Act, Act 66 Of 1995 Labour Relations	Consultation with workplace forums. Submission of central disciplinary codes to the Local Labour	-	Accounting Offi	 -	-	-	-			-	-	Accounting Officer - Not Delegated Council -	- Accounting	-	Senior Human
	Act, Act 66 Of 1995	Forum.											Delegated to Director Management Services/CFO	Officer - Senior Human Resource Officer	2	Resource Office
89(1)	Labour Relations Act, Act 66 Of 1995	Disclosure of information to workplace forum.		Council	-	-	-	-		-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	- -	Senior Human Resource Office
189	Labour Relations Act, Act 66 Of 1995	Consultation before dismissal based on operational requirements.	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	-	Senior Human Resource Office
205	Labour Relations Act, Act 66 Of 1995	Keeping of records regarding collective agreements, arbitrations and determinations.	-	Council	-	-	-	-	-		-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	-	Senior Human Resource Office
7	Basic Conditions Of Employment Act, Act 75 Of 1997	Regulation of working time	-	Council	-	-	-	-			-	-	Council - Delegated to Director Management Services/CFO	Accounting Officer - Senior Human Resource Officer	-	Senior Human Resource Office

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	Basic Conditions Of Employment Act, Act 75 Of 1997	Written particulars of employment for employees.	-	Council	-	-	-	-	-	-	-	- Council - Delegated to Director Management Services/CFO	Human Resourc Officer	2	Senior Human Resource Officer
	Basic Conditions Of Employment Act, Act 75 Of 1997	Keeping of employees records.		Council	-	-	-	-	-	-	-	- Council - Delegated to Director Management Services/CFO	Human Resourc Officer	-	Senior Human Resource Officer
a)	Basic Conditions Of Employment Act, Act 75 Of 1997	Payment of contributions to pension fund, in consultation with the Chief Financial Officer.	-	Council	-	-	-	-	-	-	-	- Council - Delegated to Director Management Services/CFO	Human Resourc Officer	-	Senior Human Resource Officer
	Skills Development Levies Act, Act 9 Of 1999	Payment of levy (subject to exemption in terms of section 4 (e).		Council	-	-	-	-	-	-	-	- Council - Delegated to Director Management Services/CFO	Manager Income,	-	Manager Income, Expenditure and ICT
)	Skills Development Levies Act, Act 9 Of 1999	Payment of levies to SETA	-	Council	-	-	-	-	-	-	-	- Council - Delegated to Director Management Services/CFO	Accounting Officer - Manager Income,	-	Manager Income, Expenditure and ICT
	Promotion Of Access To Information Act, Act 2 Of 2000	Compile manual on functions of the Municipality.		Council	-	-	-	-	-	-	-	- Council - Delegated to Communicati ns Officer	-	-	Communications Officer
L)	Promotion Of Access To Information Act, Act 2 Of 2000	Submission of categories of records kept to the Minister in consultation with the Municipal Manager.		Council	-	-	-	-	-	-	-	- Council - Communicati ns Officer	-	-	Communications Officer
L)	Promotion Of Access To Information Act, Act 2 Of 2000	Act as deputy information officer.		Council	-	-	-	-	-	-	-	- Council - Delegated to Communicati ns Officer		-	Communications Officer
	Promotion Of Access To Information Act, Act 2 Of 2000	Reports to Human Rights Commission		Council		-	-	-	-	-	-	<ul> <li>Council -</li> <li>Delegated to</li> <li>Communicati</li> <li>ns Officer</li> </ul>		-	Communications Officer
	Promotion Of Access To Information Act, Act 2 Of 2000	Notice to third parties to whom the request for a record may relate.	-	Council	-	-	-	-	-	-	-	- Council - Delegated to Communicati ns Officer	•	-	Communications Officer
.)	Promotion Of Access To Information Act, Act 2 Of 2000	Notice to third parties of appeals.		Council	-	-	-	-	-	-	-	- Council - Delegated to Communicati ns Officer		-	Communications Officer
1)	Promotion Of Access To Information Act, Act 2 Of 2000	Notice to third parties of outcome of appeal.		Council	-	-	-	-	-	-	-	- Council - Delegated to Communicati ns Officer		-	Communications Officer
	Promotion Of Administrative Justice Act, Act 2	Comply with the stipulations of the Act	-	Council	-	-	-	-	-	-	-	- Council - Delegated to All Directors	Accounting Officer - Not Delegated	Accounting Officer Not Delegated	-

		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	IS	Responsibility						DELE	GATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee				Accounting	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delega Delegation Manager
3	Occupational Health And Safety Act, Act 85 Of 1993	Provision of a safe working environment	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to All Directors	Accounting Officer - Not Delegated	Accounting Officer Not Delegated	-
17	Occupational Health And Safety Act, Act 85 Of 1993	Appointment of health and safety representatives in the directorate in consultation with the Director Community Services and Safety	-	Council	-	-	-	-	-	-	-	-	Council - Delegated to All Directors	Accounting Officer - Not Delegated	Accounting Officer Not Delegated	
19	Occupational Health And Safety Act, Act 85 Of 1993	Establishment of health and safety committees	-	Council	-	-	-		-	-	-	-	Council - Delegated to All Directors	Accounting Officer - Not Delegated	Accounting Officer Not Delegated	
All	Prevention And Combating Of Corrupt Activities Act, Act 12 Of	To provide for the strengthening of measures to prevent and combat corruption and corrupt activities To provide for investigative measures in respect of		Council	-	-	-	-	-	-	-	-	Council - Delegated to All Directors	Accounting Officer - Not Delegated	Accounting Officer Not Delegated	
All	2004 Promotion Of Access To Information Act,	corruption and corrupt related activities Application of the whole Act with regard to promotion of information.	· ·	Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-	-	
All	Act 2 Of 2000 Promotion Of Administrative Justice Act, Act 2	Application of the whole Act with regard to promotion of administrative justice.	- -	Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-	-	
All	Of 2000 Labour Relations Act, Act 66 Of 1995	Application of the whole Act with regard to labour relations at workplace.		Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-	-	
All	Regulation Of Gatherings Act, Act 205 Of 1993	Application of the whole Act with regard to public gatherings within the jurisdiction of the Municipality.	-	Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-	-	
13	Disaster Management Act, Act 57 Of 2002	Establishment of a disaster management centre.	-	Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-	-	
15	Disaster Management Act, Act 57 Of 2002	Appointment of head of municipal disaster management centre	-	Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-	-	
50	Disaster Management Act, Act 57 Of 2002	Annual reporting on activities of the municipal disaster management centre.	-	Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-	-	
53	Disaster Management Act, Act 57 Of 2002	Preparation of disaster management plan.	-	Council	-	-	-		-	-	-	-	Council - Not Delegated	-	-	
53(4)	Disaster Management Act, Act 57 Of 2002	Submission of disaster management plan to National Centre.	-	Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-	-	
5	National Building Regulations And Building Standards Act, Act 103 Of 1997	Appointment of Building Control Officer		Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-	-	
	Fire Brigate Services Act, Act 99 Of 1987	Appointment of Chief Fire Officer	-	Council	-	-	-	-		-	-	-	Council - Not Delegated	-		
)	Prevention And Combating Of Corrupt Activities Act, Act 12 Of 2004	To provide for the strengthening of measures to prevent and combat corruption and corrupt activities.	-	Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-	-	
)	Prevention And Combating Of Corrupt Activities Act, Act 12 Of 2004	To provide for investigative measures in respect of corruption and corrupt related activities.	-	Council	-	-	-	-	-	-	-	-	Council - Not Delegated	-	-	
iection 59 Municipal iystems Act	Council Resolution	Following powers can not be delegated - 1. Passing of By-laws 2. Approval of Budgets 3. Imposition of rates, and other taxes, levies and duties 4. Raising of Loans	In terms of Section 160(2) of the Constitution	Council	Act - Not Delegated											
iection 59 Municipal Systems Act	Council Resolution	The Following three powers may also not be delegated - 1. The powers to set tariffs 2. The powers to decide to enter into a service delivery agreement in terms of section 76 (b) of the Municipal Systems Act, 2000 3. The power to Approve or amend the IDP of the Council	In terms of Section 59 of the Municipal Systems Act, 2000	Council	Act - Not Delegated											
ection 59 Municipal systems Act	Council Resolution	In terms of Section 82 (1) of the Municipal Structures Act the Council must appoint the Accounting Officer	In terms of Section 82 (1) of the Municipal Structures Act		Act - Not Delegated											
iection 59 Municipal systems Act	Council Resolution	In terms of Section 56 (a) Municipal Systems Act, 2000 with consultation with the Municipal Manager appoints managers directly accountable to the municipal manager	In tersm of Section 56 (a) of the Municipal Systems Act , 2000	Council	Act - Not Delegated											
ection 59 Municipal systems Act	Council Resolution	The power to incur expenditure necessary for the performance of the functions in the office of the speaker within the budget		Council			Council - Delegate to Speaker									



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	S	Responsibility						DELE	GATION CHANN	IEL				
Section From	Source of	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not	Delegation to	Delegation to	Deputy	Delegation to	Delegation to		Delegation	Delegations to	Delegation to	Delegation To	Sub-Delega
Source	Delegation				Delegated	Mayor/Mayor Not Delegated	Speaker	Mayor	MFMA Finance Port Folio Committee	Portfolio Committees	to MPAC	to Audit Committee	Accounting	Director Management Services/CFO	Director Community Services	Delegatio Manage
Section 59 Municipal	Council Resolution	The power to appoint an initiator to present a case against a		Council			Council -		Committee					Services/CFO	Services	
Systems Act		Councillor for contravention of the code of conduct for					Delegate to									
		Councillors at the disciplinary hearing and to undertake any					Speaker									
		investigation in connection therewith														
Section 59 Municipal Systems Act	Council Resolution	The power to preside at the meetings of the Council:		Council			Council - Delegate to									
		<ol> <li>To ensure that the Council meets at least quarterly</li> <li>To Maintain order during meetings of Council</li> </ol>					Speaker									
		3. To Ensure compliance with the Code of Conduct for					opeaner									
		Councillors														
		4. To ensure that the Council meetings are condcuted in														
		accordance with the rules of Order of the Council														
		5. To report the outcome of an investigation against a Councillor to the MEC for Local Government														
		6. To exercise her/his duties as the relevant appeal														
		authority in terms of the Promotion of Access to Information														
		Act 2 of 2002														
		7. Line of Accountability and Reporting - The Speaker														
Section 59 Municipal	Council Resolution	reports to, and is accountable to the Council		Council		Council										
Systems Act	Council Resolution	Civic and Ceremonial Duties 1. To receive and interview representatives and delegations		Council		Council - Delegate to										
		from International and National agencies, public, interest				Mayor										
		groups etc.														
		2. To represent the Council at meetings and Functions														
		3. To make media statements on all matters on behalf of the														
		municipality														
		<ol> <li>To perform the ceremonial duties at the opening of projects, civic functions and events and new buildings</li> </ol>														
		5. to host and welcome dignitaries														
Section 59 Municipal	Council Resolution	Submission of Reports		Council		Council -										
Systems Act		1. The power to submit reports and recommendations in				Delegate to										
		terms of Section 56 of the Municipal Structure Act to Council				Mayor										
		on matters reserved to the Council 2. To submit reports and recommendations received from														
		other committees to the Municipal Council, together with														
		any comments and recommendations														
		3. To Submit reports and recommendations received from														
		members of the Portfolio committees to the municipal														
		Council, together with any comments or recommendations														
		4. The power to close meetings of the MFMA and Portfolio Committees to the members of the public, including the														
		media, in terms of Section 20 of the Municipal Systems Act														
		······································														
Section 59 Municipal Systems Act	Council Resolution	Corporate Entities, Utilties and Agencies		Council		Council -										
-,		1. The power to provide the official line of communication between the Municipality and its municipal entities, in terms				Delegate to Mayor										
		of section 93 (d) of the				Widyor										
		Municipal Systems Act														
		2. The power to appoint to, remove or recall a director of a														
		municipal entity Appointed, or nominated by the														
		Municipality, in accordance with section 93 E and G of the Systems Act;														
		3. The power to appoint and nominate to, or remove or														
		recall municipal Representatives, from the board of any														
		corporate entity, utility or agency in terms of an agreement														
		or other legal instrument governing such														
		appointment, or nomination;														
		4. The power to convene a meeting of shareholders or another general meeting comprising the board of directors														
		of a municipal entity and representatives of the Municipality,														
		in order for the board to give account														
		of its actions, in terms of section 93(d) of the Municipal														
		Systems Act;														
		5. The power to table the proposed budget of a municipal														
		entity when the annual budget of the Municipality for the relevant financial year is tabled;														
		6. The power to determine the upper limits of the salaries,														
		allowances and other benefits of the CEO and senior														
		managers of municipal entities in terms of section 89 of the														
		MFMA;														
Section 59 Municipal Systems Act	Council Resolution	Integrated Development Plan		Council		Council -										
Systems Act		1. The power to consult affected organs of state and to				Delegate to										
		advise Council on methods of aligning the municipality's planning, development plans and strategies with such				Mayor										
		affected organs of state;														1
		2. The power to approve a process that will guide the														
		Council in the planning, drafting, adoption and reviewing of						1								
		an integrated development plan, as required in terms of														
		Section 28 of the Municipal Systems Act														
				1	1	1	1	1	1	1	1	1	1	1	1	1



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	vs	Responsibility						DELE	GATION CHANN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio	Delegation to Portfolio Committees	Delegation to MPAC	Delegation to Audit Committee	Accounting	Delegation to Director Management	Delegation To Director Community	Sub-Delega Delegation Manage
Section 59 Municipal	Council Resolution			Courseil		Gaurail			Committee					Services/CFO	Services	
Systems Act	Council Resolution	Performance Management of the Municipal Manager and Managers Directly Accountable to him		Council		Council - Delegate to										
		1. The power to oversee the monitor the performance of the	2			Mayor										
		Municipal Manager in terms of section 99(a)(i) of the														
		Municipal Systems Act;														
		2. The power to enter into a performance agreement with the Municipal Manager on behalf of the Municipality, in														
		terms of section 57(3) of the Municipal Systems Act;														
		3. The power to review the performance of the Municipal														
		Manager in accordance with the performance management														
		system and policy of the Municipality;														
		4. The power to approve of key performance indicators and														
		targets of the Municipal Manager and managers directly reporting to the Municipal manager;														
		5. The power to determine or alter the remuneration,														
		benefits or conditions of service of the Municipal Manager														
		and managers directly reporting to the Municipal Manager,														
		in terms of applicable legislation; 6. The power to constitute evaluation panels for the														
		purposes of evaluation of the annual performance of the														
		municipal manager and managers directly accountable to														
		him in terms of Regulation 27 of the Local Government:														
		Municipal Performance Regulations for Municipal Managers														
		and Managers directly accountable to municipal managers,														
		2006 (GN 805 of 1 August 2006); 7. The power to make public, no later than 14 days after the														
		approval of the Municipality's service delivery and budget														
Section 59 Municipal	Council Resolution	Finance		Council		Council -	1						1			
Systems Act		1. The power to table the annual budget of the Municipality				Delegate to										
		at a Council meeting at least 90 days before the start of the				Mayor										
		budget year;														
		<ol> <li>The power to co-ordinate the processes for preparing the annual budget and for reviewing the Municipality's</li> </ol>														
		integrated development plan and budget –related policies to														
		ensure that the tabled budget and any revisions of the														
		integrated development plan and budget related policies are	2													
		mutually consistent;														
		3. The power to apply to the MEC of the Western Cape Province of the extension of any time limit or deadline as														
		provided in section 27(2) of the Act MFMA;														
		4. The power to provide general political guidance over the														
		fiscal and financial affairs of the Municipality;														
		5. The power to monitor and, to the extent provided in the														
		Act, to oversee the exercise of the responsibilities assigned														
		in terms of the Act to the Accounting officer and the Chief Financial Officer, subject to the restrictions contained in														
		paragraph (b) of section 52 of the Act;														
		6. The power to take all reasonable steps to ensure that the														
		Municipal performs its constitutional and statutory functions	5													
		with the limits of its approved budget;														
		7. The power to submit, within 30 days of the end of each quarter, a report on the implementation of the budget and														
		the financial state of affairs of the Municipality;														
		8. The power to provide general political guidance over the														
Section 59 Municipal	Council Resolution	General Delegations		Council		Council -	1						1			
Systems Act		1. The power to recommend to Council the appointment of a	3			Delegate to										
		Municipal Manager and when necessary the Acting				Mayor										
		Municipal Manager when the position of the Municipal														
		Manager becomes vacant; 2. The power to appoint a manager directly accountable to														
		the Municipal Manager in consultation with the Municipal														
		Manager;														
		3. The power to take appropriate measures to ensure that														
		any issues raised by the Auditor-¬General in an audit report														
		are addressed by the Municipality;														
		4. The power to make a grant to an organisation or institution to which the Municipality is lawfully empowered														
		to make such grants, or which promotes or contributes to														
		the purpose of duties of local government;														
		5. The power to accept conditional donations;														
		6. The power to approve any national or international travel														
		of all Councilor's and members of the Port-folio Committee including the payment of travel and subsistence allowances;														
		7. The power to appoint any councillors as official delegates														
		or representatives at conferences, congresses, workshops,														
		seminars, symposia, etc;														
		8. The power to enter into sisterhood/twinning agreements														
		as part of the Municipality international relations;														
		9. The power to approve membership of any body, organisation or institution on behalf of the Municipality;														
		10. The power to approval to any system or project for any														
Section 59 Municipal	Council Resolution	The Deputy Mayor execrise the powers and performs the		Mayor		Mayor -							1			
Systems Act		duties of the Mayor if the Mayor is absent or is not available				Delegate to										
		or if the office of the Mayor is vacant. Any other functions as				Deputy Mayor										
		may be delegated from time to time by the Mayor or Council														
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		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	S	Responsibility						DFLF	GATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Portfolio Committees		Delegation to Audit Committee	Delegations to Accounting Officer	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegat Delegation Manager
Section 59 Municipal Systems Act	Council Resolution	Delegation by the Executive Committee to Members of the Portfolio Committees Acting in terms of section 44 of the Systems Act, the Executive Committee hereby delegates the powers reflected in this document to the Councilor of the Portfolio Committee subject to any conditions that may impose.		Mayor						Mayor - Delegate to Portfolio Committees						
		FUNCTIONAL AREAS: 5.2.1 Financial Services														
		5.2.2 Community Services														
		5.2.3 Corporate Services														
		5.2.4 Local Economic Development and Tourism														
Section 59 Municipal Systems Act	Council Resolution	Other Delegations to Portfolio Committees The Portfolio Councilor shall have the following powers in respect of the identified functional areas: 1. The power to submit reports and recommendations to the respective Committee on matters falling within the Terms of Reference of that committee;		Mayor						Mayor - Delegate to Portfolio Committees						
		2. The power to submit reports with recommendations to the Executive Committee; 3. The power to monitor the implementation of Council's IDP, budget, business plan, strategic objectives, policies and programs and report herein to the Executive Committee and Mayor;														
		4. The power to assess the performance of service delivery generally within the functional area of the respective committee and report to the Executive Committee and Mayor; 5. The power to identify the needs of the Municipality as far														
		<ul> <li>as it relates to the functional area of the committee and to recommend the same to the Executive Committee and Mayor;</li> <li>6. The power to determine the best way, including other</li> </ul>														
		approaches to deliver on Council strategies, programs and services the best interest and maximum benefit of the Municipality and to recommend the same to the Executive Committee and Mayor; 7. The power to ensure that during the deliberations of the														
Section 59 Municipal	Council Resolution	Delegation of Powers By Council To The Municipal		Council									Council -	-		
Systems Act		Manager: Acting in terms of Section 59 (1) (a) of the Systems Act Council hereby delegates the following specific powers to the Municipal Manager: 1. The power to draft and finalise the Municipality's Performance Management System and to take all steps necessary to implement same; 2. The power to implement the Integrated Development Plan; 3. To appoint staff (other than a Manager directly											Delegate to Accounting Officer			
		accountable to the Municipal Manager); 4. The power to approve a staff structure; 5. The power to attach to staff posts appropriate remuneration and conditions of service (other than a Manager directly accountable to the Municipal Manager);														
Section 59 Municipal Systems Act	council Resolution	<ul> <li>6. The power to maintain discipline and ensure sound labor relations amongst staff. Including inter alia the following specific powers:</li> <li>(a) The power to institute disciplinary proceedings;</li> <li>(b) To dismiss employees;</li> <li>(c) The power to impose any other appropriate sanction as may be allowed in terms of the relevant collective agreement;</li> <li>(d) The power to transfer staff;</li> </ul>		Council									Council - Delegate to Accounting Officer			
		<ul> <li>(e) The power to institute investigations in respect of allegations of misconduct or complaints against staff;</li> <li>(f) The power to retrench staff;</li> <li>(g) The power to deal with any aspect of staff as may be required in order to fulfill the overall objective to ensure proper functioning and fulfillment of the objectives and responsibilities of the Municipality.</li> <li>(h) The power to suspend an employee subject to existing collective agreements.</li> </ul>														

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Section From Source of Delegation Delegation Delegation Conferred Applicable Condition/Limitation Drigin/Owner Council Not Delegation to Deleg		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	vs	Responsibility		 		DELE	GATION CHANN	NEL				
Control       Contre       Control       Control		Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Mayor/Mayor		MFMA Finance Port Folio	Portfolio		to Audit	Accounting	Director Management	Director Community	Sub-Delega Delegatio Manage
and set in the set in th	Council Resolution	Council 8. The power to prepare a draft budget for approval by Council; (i) The power to institute and defend any legal action on behalf of the Municipality;		Council							Delegate to Accounting			
Image: Section of the section of th		financial and other resources of the Municipality are utilised effectively, efficiently and economically (iv) The power to take all steps necessary to ensure that irregular expenditure, fruitless and wasteful expenditure are prevented												
Note:       Section:       Se		Municipality is collected; (vi) The power to invest funds on behalf of the Municipality in the best interest of the Municipality; (vii) The power to establish and maintain a website;												
Number     Numer     Number     Number     Number <td></td> <td><ul> <li>(ix) The power to sign contracts on behalf of the Municipality;</li> <li>(x) The power to open the Municipality's bank account as contemplated in section 7 8,and 10 of the MFMA.</li> </ul></td> <td></td>		<ul> <li>(ix) The power to sign contracts on behalf of the Municipality;</li> <li>(x) The power to open the Municipality's bank account as contemplated in section 7 8,and 10 of the MFMA.</li> </ul>												
densetimagemanual constraintsmanual constraintsma		on behalf of the Municipality;												
Image: interpretention of interpretenti	Council Resolution	Human Resources 1 The power to utilise an official in another capacity. 2 The power to withhold an official's annual salary increment.		Council							Delegate to Accounting	Delegated to Director Management	to Director Community	
a la poper lo caraci, poper lo caracit, poper lo caraci, poper lo caracit, poper lo caracit, poper lo caracit,		termination of employment. 4 The power to instruct an official to temporarily report for duty outside his or her normal working hours. 5. The power to approve the vacation, sick and special leave												
Image: section constrained in the section constrained in the constrained in theconstraine in the constrained in the constrained in the		<ol> <li>The power to cancel, postpone or interrupt an official's leave of absence.</li> <li>The power to approve leave of absence (vacation leave) without remuneration.</li> </ol>												
score-set-set-set-set-set-set-set-set-set-se		and special leave. 9. The power to compel an official to take sick leave. 10. The power to approve maternity leave for female officials and paternity leave for male officials.												
Image: Note: Status: A status		accordance with Council policies and applicable conditions of service. 12. The power to approve overtime. 13. The power to approve the notch increment and merit	f											
information       23. The power to autorise the medical examination of propert.       24. The power to autorise the medical examination of propert.       24. The power to autorise the medical examination of body injures on taxy.       Image: medical examination of propert.       10. The power to autorise the medical examination of propert.       10. The power to autorise the medical examination of propert.       10. The power to autorise the medical examination of propert.       10. The power to autorise the medical examination of propert.       10. The power to autorise the medical propert.       10. The power to autorise the medical propert.       10. The power to autorise the propert.       10. The power to		14. The power to transfer an official to a post subject to												
Sintem Att       25. The power to authorise payment or carcellation of an actual galowance to difficials from the levels below.       Sintem Att       Anager to difficial from the levels below.       Delegate to 10 Director       Commity of the second transformed multiplay policies.         26. The power to approve the payment or carcellation of approve the payment or carcellation of payment or table payment or carcellation of payment or table payment in accordance with approved multiplay policies.       Sintem Attem At	Council Resolution	<ol> <li>The power to instruct an official to submit a medical report.</li> <li>The power to authorise the medical examination of officials claiming damages from the Municipality arising from</li> </ol>		Council							Delegate to Accounting	Delegated to Director Management	to Director Community	
allowance to employees in Department in accordance with approved municipal policies. 27. The power to approve payments pertaining to the Department. 28. The power to authorise the payment of the medical or funeral expenses of an official who sustains an injury or dies as a result of an inflexes contracted in the course of employment, in accordance with municipal policies. 29. The power to authorise the expense in respect of wreath for an individual or official, in accordance with municipal policies. 30. The power to commend the transfer of funds within expenditure groups in the capital budget in accordance with the approved municipal policy. 31. The power to accomment the transfer of funds within the expenditure groups in the capital budget in accordance	Council Resolution	25. The power to authorise payment or cancellation of an acting allowance to officials from the levels below a Manager in accordance with approved municipal policies. 26. The power to approve the payment or cancellation of		Council							Delegate to Accounting	Delegated to Director Management	to Director Community	
as a result of an accident arising out of or in the course of employment, or as a result of an illness contracted in the course of employment, in accordance with municipal policies. 29. The power to authorise the expense in respect of wreath for an individual or official, in accordance with municipal policies. 30. The power to recommend the transfer of funds within expenditure groups in the operating budget in accordance with the approved municipal policy. 31. The power to recommend the transfer of funds within the expenditure groups in the capital budget in accordance		allowance to employees in Department in accordance with approved municipal policies. 27. The power to approve payments pertaining to the Department.												
wreath for an individual or official, in accordance with municipal policies. 30. The power to recommend the transfer of funds within expenditure groups in the operating budget in accordance with the approved municipal policy. 31. The power to recommend the transfer for funds within the expenditure groups in the capital budget in accordance		as a result of an accident arising out of or in the course of employment or as a result of an illness contracted in the course of employment, in accordance with municipal policies.												
31. The power to recommend the transfer for funds within the expenditure groups in the capital budget in accordance		wreath for an individual or official, in accordance with municipal policies. 30. The power to recommend the transfer of funds within expenditure groups in the operating budget in accordance												
		31. The power to recommend the transfer for funds within the expenditure groups in the capital budget in accordance												



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	15	Responsibility						DELEGATION CHAN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio Committee	Delegation to Delegation Portfolio to MPAC Committees		Delegations to Accounting Officer	Delegation to Director Management Services/CFO	Delegation To Director Community Services	Sub-Delegat Delegation Manager
Section 59 Municipal Systems Act	Council Resolution	<ul> <li>Enforcement of Statutory Obligations</li> <li>32. The power to take all the necessary action to enforce statutory provisions.</li> <li>33. The power to accept conditions imposed by statutory agencies.</li> <li>34. The power to exercise all powers in terms of the by-laws falling within the ambit of the competencies of the Directorate, including the granting of any permission that may be required and the issuing of any notice in accordance with the by-laws whereby a person is summoned to comply.</li> <li>35. The power to exercise all applicable powers in terms of the Occupational Health and Safety Act, 1993 (Act 85 of 1993), and the General Machinery Regulations.</li> <li>36. The power to ensure that the Municipality complies with all its obligations in terms of the Promotion of Access to information Act,2 of 2002, as well as the amendments thereto.</li> </ul>		Council								Council - Delegate to Accounting Officer	Council - Delegated to Director Management Services/CFO	Council - Delegated to Director Community Services	
Section 59 Municipal Systems Act	Council Resolution	Official Vehicles 38. The power to approve the use of official vehicles of the Municipality outside the municipal area.		Council								Council - Delegate to Accounting Officer	Council - Delegated to Director Management Services/CFO	Council - Delegated to Director Community Services	
Section 59 Municipal Systems Act	Council Resolution	Attendance of Conference, Workshop and Seminar 39. The power to approve in terms of the council policy, the attendance of conferences, workshops, seminars, symposium or training sessions by employees (excluding international conferences, congresses, symposium, training sessions and visits), provided that the expenditure per individual per occasion, and there is sufficient budget to cover accommodation and traveling costs.		Council								Council - Delegate to Accounting Officer	Council - Delegated to Director Management Services/CFO	Council - Delegated to Director Community Services	
Section 59 Municipal Systems Act	Council Resolution	Reports 40. The power to approve reports that are to be brought before the Portfolio Committee.		Council								Council - Delegate to Accounting Officer	Council - Delegated to Director Management Services/CFO	Council - Delegated to Director Community Services	
Section 59 Municipal Systems Act	Council Resolution	Procurement Delegations 41. The power to approve procurement of goods and services from R0.00 but not exceeding R 200,000. Have the power to sub-delegate to managers in the terms of the councils supply chain management policy to approve procurement of goods and services from R0 but not exceeding R30000 the following managers 1 Head of Roads 2 Head of Fire and Disaster Management 3 Head of Supply Chain Management 4 Head of Internal Audit 5 Head Performance Management 6 Head of Invironmental Management 9 Head of IDP 10 Head Support Services 11 Head Income and Expenditure 12 Head of Financial Services 11 Head Income and Expenditure 12 Head of Financial Services The Director Community Services have the power to delegate to the Head of Roads to approve all requisitions up to the amount not exceeding R200000 (VAT Inclusive) subject the SCM policy and approval of the Provincial Roads Department in terms of the approved agreement. (SDA)		Council									Council - Delegated to Director Management Services/CFO	Council - Delegated to Director Community Services	All Managers
Section 59 Municipal Systems Act	Council Resolution	Tenders 42. The power to approve applications to advertise for tenders within a Department		Council								Council - Delegate to Accounting Officer	Council - Delegated to Director Management Services/CFO	Council - Delegated to Director Community Services	1
Section 59 Municipal Systems Act	Council Resolution	Specific Delegations - Director Management Services/CFO The following powers are hereby delegated to the Director Management Services/CFO, which powers he/she may from time to time exercise in consultation with the Municipal Manager: Legal 1. The power to draft and implement the Municipality's Performance Management System and to take all steps necessary to implement same 2. The power to draft, and recommend, the Integrated Development Plan and to take all steps necessary to implement same. 3. The power to draft appropriate by-laws for submission to Council. 4. The power to enforce by-laws. 5. The power to establish and maintain a website for the Municipality.		Council									Council - Delegated to Director Management Services/CFO		



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIONS		Responsibility						DELE	GATION CHANN	NEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio	Delegation to Portfolio Committees		Delegation to Audit Committee	Accounting	Delegation to Director Management	Delegation To Director Community	Sub-Delega Delegation Manager
Section 59 Municipal Systems Act	Council Resolution	Legal 6. The power to issue and/or make media statements on behalf of the Municipality; and/or to authorize a designate official to issue and/or make same. 7. The power to take all steps that may be necessary on behalf of the Municipality to comply with the provisions of the Promotion of Administrative Justice Act 3 of 2000. 8. The power to authorize all forensic investigations in relation to the alleged fraud, corruption or criminal activity, mal-administration and/or negligence on the part of any Municipal employee. 9. The power to pursue, facilitate and/or represent the Municipality in respect of any appropriate disciplinary, criminal, civil and or related proceedings flowing from any forensic investigations in paragraph 8 above. 10. The power, to subject to any relevant legislation have access to, to copy and/or to seize any register, file, document, account, minutes and/or other records whether physical or electronic which may be a subject of a forensic investigation.		Council					Committee					Services/CFO Council - Delegated to Director Management Services/CFO	Services	
Section 59 Municipal Systems Act	Council Resolution	<ul> <li>Legal</li> <li>11. The power to have access and be able to question any Municipal employee as to his/her official activities, and if necessary, summon any employee, agent, contractor, supplier and/or service provider in such regard.</li> <li>12. The power to institute or defend claims and actions in the name of or against the Municipality: <ul> <li>(a) to on behalf of the Municipality;</li> <li>(b) to appoint attorneys and Counsel to institute oppose or defend claims and do everything deemed necessary to finalize it in the best interest of the Municipality;</li> <li>(c) to in the event that the defendant/ respondent are in default in respect of a claim, to apply and execute the judgment or Order of court; and</li> <li>(d) to, at his or her discretion, deny, pay or settle any claim, action instituted against the Municipality.</li> </ul> </li> <li>13. The power to obtain a legal opinion from the attorneys of the Municipality.</li> </ul>		Council										Council - Delegated to Director Management Services/CFO		
Section 59 Municipal Systems Act	Council Resolution	<ul> <li>Legal</li> <li>13. The power to obtain a legal opinion from the attorneys of the Municipality.</li> <li>14. The power to instruct attorneys to enter appearance on behalf of the Municipality in any matter instituted by or against the Municipality and to sign all necessary documents for this purpose, and to authorise the briefing of advocates.</li> <li>15. The power to instruct attorneys to collect any monies owed to the Municipality.</li> <li>16. The power to appear before a notary to execute any document or to appoint any other person to appear before the notary on behalf of the Municipality</li> <li>17. The power to conduct any necessary action in any matter instituted by or against the Municipality including the signature of the prescribed powers of attorney, affidavits and other documents in order to conduct the matter to its end.</li> <li>19. The power to institute or defend any legal action in a competent court in order to protect the interests of the Municipality.</li> <li>20. The power to conduct all necessary action, including the procurement of legal aid in a competent court to enforce all statutory provisions.</li> </ul>		Council										Council - Delegated to Director Management Services/CFO		
Section 59 Municipal Systems Act	Council Resolution	Legal 21. The power to institute a claim against an insolvent estate or company in liquidation for monies owed to the Municipality. 22. The power to appoint an external chair person in a disciplinary tribunal and disciplinary appeal tribunal. 23. The power to appoint an external legal practitioner to represent the Municipality in mediations and arbitrations 24. The power to sign resolutions in matters before the High Court where the amount involved is less than R50 000.00.		Council										Council - Delegated to Director Management Services/CFO		



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	IS	Responsibility						DELE	GATION CHANN	IEL				
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio	Delegation to Portfolio Committees	Delegation to MPAC	Delegation to Audit Committee	Accounting	Delegation to Director Management	Delegation To Director Community	Sub-Delega Delegatio Manage
Section 59 Municipal	Council Resolution	Finance		Council					Committee					Services/CFO Council -	Services	
Systems Act		<ol> <li>The power to prepare a draft budget for approval by Council.</li> <li>The power to take all steps necessary to ensure that the financial and other resources of the Municipality are utilised effectively, efficiently and economically.</li> </ol>												Delegated to Director Management Services/CFO		
		<ul> <li>27. The power to take all steps necessary to ensure that irregular expenditure, fruitless and wasteful expenditure are prevented.</li> <li>28. The power to ensure that all revenue due to the Municipality is collected.</li> <li>29. The power to invest funds on behalf of the Municipality in the best interest of the Municipality.</li> </ul>														
		<ul> <li>30. The power to take all steps necessary to safeguard assets.</li> <li>31. The power to open the Municipality's bank account as contemplated in section 7 8, and 10 of the MFMA.</li> <li>32. The power to disburse funds and approve expenditure on behalf of the Municipality.</li> </ul>														
Section 59 Municipal	Council Resolution	Finance		Council		+		-						Council -	1	<u> </u>
Systems Act		33. The power to implement and take all steps necessary in terms of the Municipality's Credit Collection By-law, including inter alia, in consultation with the Accounting Officer and defending actions; and the instructing of any other form of collection agency which may be necessary to ensure compliance with same.												Delegated to Director Management Services/CFO		
		34. The power to take all steps that may be necessary on behalf of the Municipality to comply with the National Credit Act, 34 of 2005.														
		35. The power to take all steps that may be necessary on behalf of the Municipality to comply with the Municipal Property Rates Act 6 of 2004. 36. The power to effect payment on any accounts lawfully														
		due by the Municipality and to authorise such officials as deemed necessary from time to time. 37. The power to disconnect or restrict electricity supplies and the supply of water to consumers where such														
		consumers have failed to pay any sum due to the Municipality in terms of the relevant policies of Council and or by-laws. 38. The power to arrange all risk insurance cover in respect														
		of any asset which to safeguard the Municipality's interest. 39. The power to take all steps that may be necessary on behalf of the Municipality to comply with the Municipal Finance Management 56 of 2003.														
Section 59 Municipal Systems Act	Council Resolution	Human Resources 41. The power to terminate after proper notice the services		Council										Council - Delegated to		
		of a temporary employee. 42. The power to enter into and sign apprenticeship, learner ship or similar contracts in terms of any schemes which Council has approved, in respect of employees on behalf of												Director Management Services/CFO		
		Council. 43. The power to authorize officials to act in the stead of officials who are legitimately absent or officials who have to														
		fill vacancies temporarily on a higher level than their own in terms of Council policy and authorize the payment thereof. 44. The power to negotiate and finalize, subject to Council policy, the removal expenses and temporary														
		accommodation costs to newly appointed staff residing outside the jurisdictional areas of the Municipality subject to applicable Council policy														
		45. The power to authorize in accordance with Council policy, the payment of travelling and subsistence allowance of applicants for vacant Council positions														
		46. The power to authorize study bursaries for officials in accordance with any resolution of the Council or applicable legislation or policy of the Council 47. The power to authorize refunds of subsistence and														
		travelling costs actually incurred by officials in the course of their duties at the scale as provided for in the travel and subsistence policy of Council.														
		48. The power to recommend the approval of an														

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		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	S	Responsibility						DELE	GATION CHANN	IEL				
Section From	Source of	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not	Delegation to	<b>Delegation to</b>	Deputy	Delegation to	<b>Delegation to</b>	Delegation	Delegation	<b>Delegations to</b>	Delegation to	Delegation To	Sub-Delegated/
Source	Delegation				Delegated	Mayor/Mayor	Speaker	Mayor	MFMA Finance	Portfolio	to MPAC	to Audit	Accounting	Director	Director	Delegation to
						Not Delegated			Port Folio	Committees		Committee	Officer	Management	Community	Managers
									Committee					Services/CFO	Services	
Section 59 Municipal	Council Resolution	Human Resources		Council										Council -		
Systems Act		49. The power to issue certificates of services in terms of												Delegated to		
		the relevant Council policy												Director		
		50. The power to approve, in accordance with Council policy,												Management		
		an application by an employee for the payment of a housing												Services/CFO		
		subsidy in respect of a dwelling unit.														
		51. The power to make a request to a pension fund of which														
		an employee is a member, subject to the Conditions of														
		service of Council and the rules of the relevant pension														
		fund/provident fund, for a medical examination of that														
		employee, where the employees' health has deteriorated to														
		such an extent that he/she is unable to fulfill the duties														
		assigned to his/her post.														
		52. The power to approve training schemes consistent with														
		an approved workplace skills plan, where applicable subject														
		to Council Policy.														
		53. The power to appoint, subject to the Supply Chain														
		Management Policy of Council, suitable personnel agencies							1							
		and manage their contracts to protect the interests of							1							
		Council and to pay the costs in connection therewith.							1							
		54. The power to let municipal offices, rooms or theatres at							1							
		the tariffs, rental and conditions approved by Council.														
		55. The power to enter into all agreements necessary for the														
		installation of telephones and faxes for official purposes in														
		premises owned or controlled by the Municipality and to														
		agree to any application by a tenant of the Council to the														
		installation of telephones and faxes in premises which he or														
Section 59 Municipal	Council Resolution	Human Resources		Council										Council -		
Systems Act		56. The power to implement and maintain, subject to such		counten										Delegated to		
		written instructions that Council or the Municipal Manager												Director		
		may issue from time to time, a system of proper record and												Management		
		safe-keeping of all resolutions adopted by the Council,												Services/CFO		
		including resolutions adopted and/or decisions taken by the														
		Executive Committee and all other committees of the														
		Council.														
		57. The power to approve job descriptions prior to														
		evaluation by the Bargaining Council for the Local														
		Government undertaking.														
		58. The power to approve special paid leave for union														
		activities in collaboration with the relevant Director in terms														
		of the Councils' policy and Labour Relations Act imperatives.														
		59. The power to, in consultation with the Directors of the														
		relevant Department, determine whether an employee has														
		successfully completed his/her probation.														
		60. The power to terminate an employees' service due to														
		pensionable age as determined by the regulations of the														
		relevant pension fund.														
		61. The power to authorize the use of Council property or														
		goods, or the removal of such from the Council's premises														
		for performance of official duties.														
									1							
														1		
														1		
Section 59 Municipal	Council Resolution	Specific Delegations - Manager Health		Council	İ				1	İ			İ	1	İ	Manager Health
Systems Act		The following powers are hereby delegated to the Manager:							1							
		Public Health, which powers he may from time to time							1							
		exercise in consultation with the Municipal Manager:														
		1. The power to provide for measures for the promotion of														
		the health in general, of the inhabitants of the Municipality														
		in line with Council Policy.														
		2. The power to define and recommend the duties, powers														
		and responsibility of the health officers in terms of the														
		Health Act 63 of 1977, including by-laws promulgated there-							1							
		under.							1							
		<ol> <li>The power to administer and enforce on behalf of Council</li> </ol>							1							
		the relevant provisions of the Refuse Removal Regulations							1							
		and to institute prosecutions should the need arise.							1							
		and to institute prosecutions should the need arise.							1							
									1							
									1							
				1	1	1	1		1	1	1	1	1	1	1	1



		MUNICIPAL FINANCE AND GOVERNANCE DELEGATIONS		Responsibility							GATION CHANN					
Section From Source	Source of Delegation	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not Delegated	Delegation to Mayor/Mayor Not Delegated	Delegation to Speaker	Deputy Mayor	Delegation to MFMA Finance Port Folio	Delegation to Portfolio Committees	Delegation to MPAC	Delegation to Audit Committee	Accounting	Delegation to Director Management	Delegation To Director Community	Sub-Delegated Delegation to Managers
						Ŭ			Committee					Services/CFO	Services	, i i i i i i i i i i i i i i i i i i i
	Council Resolution	Manager Health		Council												Manager Health
tems Act		<ol><li>The power to enforce the relevant provisions of the</li></ol>														
		following Acts, including all the Regulations and By-laws														
		promulgated there-under and to institute prosecution														
		should the need arise; inter alia:														
		(a) The National Health Act 61 of 2003.														
		<ul><li>(b) The Medical, Dental and Supplementary 56 Act of 1974.</li><li>(c) Health Professions Act 56 of 1974.</li></ul>														
		(d) The Pharmacy Act 5 of 1974.														
		(e) The Medicines and Related Substances Act 101 of 1965.														
		(f) The Sterilisation Act 44 of 1998.														
		(g) The Choice on Termination of Pregnancy Act 92 of 1996.														
		(h) The Health Standards in Traditional Circumcision Act 6														
		of 2001.														
		(i) The National Health Laboratory Services Act 37 of 2000.														
		<ol><li>The Hazardous Substances Act 15 of 1973.</li></ol>														
		(k) The National Road Traffic Act 93 of 1996.														
		(I) The Mines and Works Act 50 of 1956.														
		(m) The Mineral and Petroleum Resources Development Act 28 of 2002.														
		(n) The National Environmental Management Act 107 of														
		1998.														
		(o) The National Environmental Management Air Quality Act														
		39 of 2004.														
tion 59 Municipal ems Act	Council Resolution	Manager Health		Council												Manager Health
cento rice		(p) The Fire Brigade Ordinance 14 of 1978.														
		<ul> <li>(q) The National Building Standards Act 103 of 1977</li> <li>(r) The National Veld and Forest Fire Act 101 of 1998</li> </ul>														
		(s) SABS 0400 (on the application of the National Building														
		Regulation).														
		(t) The Foodstuffs, Cosmetics and Disinfectant Act 54 of														
		1972.														
		(u) The Atmospheric Pollution Prevention Act 45 of 1945.														
		(v) The National Water Act 40 of 1998.														
		(w) The Meat Safety Act 40 of 2000.														
		(x) The Tobacco Control Act 83 of 1993														
		(y) The public health aspect of:														
		<ul><li>(i) The Children's Act 38 of 2005.</li><li>(ii) The child Care Act 74 of 1983.</li></ul>														
		(iii) The Mental Health Care Act 17 of 2002.														
		(iv) The Older Persons Act 13 of 2006.														
		(v) The prevention and Treatment of Drug														
		Dependency Act 20 of 1992														
		(vi) The Disaster Management Act 57 of														
		2002.														
ion 59 Municipal	Council Resolution	Specific Delegations - Manager Local Economic		Council	İ			1		İ		İ	İ	1		Manager LED and
tems Act		Development and Tourism						1								Tourism
		The following powers are hereby delegated to the Manager:						1								
		Local Economic Development and Tourism, which powers he						1								1
		or she may from time to time exercise in consultation with						1								1
		the Municipal Manager:						1								1
		1 The power to let and cancel the letting of facilities at resorts, including the marketing and administration thereof.						1								1
		2 The power to let to persons or organizations equipment at						1								
		resorts (i.e. chairs, deck-chairs, trestle tables) at the						1								
		prescribed tariff approved by Council.						1								1
		3 The power to approve the erection of any notice- boards						1								1
		or warning signs on property falling under the control of the						1								1
		Directorate.						1								1
		4 The power to subject to the Supply Chain Management						1								1
		Policy, purchase of material.						1								
	and the second second second second second second second second second second second second second second second	5 The power to let or cancel the letting of amenities at the						1		1						
		resorts (halls).														
		resorts (halls). 6 The power to approve or refuse application for the hire of														
		resorts (halls).														

		MUNICIPAL FINANCE AND GOVERNANCE DELEGATION	IS	Responsibility						DELE	GATION CHANN	IEL				
Section From	Source of	Power & Function Conferred	Applicable Condition/Limitation	Origin/ Owner	Council Not	Delegation to	<b>Delegation to</b>	Deputy	Delegation to	<b>Delegation to</b>	Delegation	Delegation	Delegations to	Delegation to	Delegation To	Sub-Delega
Source	Delegation				Delegated	Mayor/Mayor	Speaker	Mayor	MFMA Finance	Portfolio	to MPAC	to Audit	Accounting	Director	Director	Delegation
						Not Delegated			Port Folio	Committees		Committee	Officer	Management	Community	Manager
									Committee					Services/CFO	Services	
Section 59 Municipal	Council Resolution	Specific Delegations - Director Community Services		Council											Council - Delegated	
Systems Act		The following powers are hereby delegated to the Director:													to Director	
		Community Services, which powers he may from time to													Community	
		time exercise in consultation with the Municipal Manager:													Services	
		1. The power to grant approval for the attendance of														
		training courses by Fire Fighting staff, as well as other														
		personnel to whom it may apply in terms of Council policy.														
		3. The power to exercise any powers and perform any duties														
		delegated or assigned in terms of Section 14 of the Disaster														
		Management Act 57 of 2002, or any relevant provisions of														
		the Act.														
		4. The power to exercise any powers and perform any duties														
		delegated or assigned in terms of the Fire Brigade Act 99 of														
		1990 to enforce the provisions of the Act.														
		5. The power to approve, subject to the concurrence of the														
		Director Community Services, applications for permission to														
		install tanks and pumps or other delivery devices for the														
		storage, sale or distribution of petrol or petroleum products.														
		6. The duty to perform and execute all powers, functions and														
		duties in terms of the National Veld and Forest Fire Act of														
		1998 including but not limited to, training of staff regarding														
		veld fire prevention, management and control and to														
		prevent and fight veld fires in terms of this Act and any other														
		relevant legislation														
		7. The power to protect Councils' assets and to take														
		whatever action necessary to ensure the security of all														
		municipal assets and personnel.														

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