



Item A40. 05.12.2022

COUNCIL POLICIES

V Zeeman : Director Corporate Services

(Ref.: 9/1/B & 6/39/2)

PURPOSE

To present the new and/or revised policies to Council, for adoption.

BACKGROUND

The Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) prescribes the executive and legislative authority of a municipality.

Section 11(3) states that a municipality exercises its legislative or executive authority by-

- (a) developing and adopting policies, plans, strategies and programmes.
- (d) administering and regulating its internal affairs.

Section 86(1) states that a municipality must develop and adopt a policy framework for the establishment, regulation and management of an internal municipal service district.

PROGRESS

In conforming to the above executive and legislative authority of the Municipality, a policy workshop was conducted on 14 November 2022 with Management and Councillors. A further policy workshop was conducted with the Trade Unions (IMATU and SAMWU) on 29 November 2022.

Various inputs were received for consideration and inclusion in the final policies.

POLICIES PRESENTED DURING WORKSHOPS

Human Resources

- 1) Housing Subsidy Policy
- 2) Acting, Additional and Secondment Allowance Policy
- 3) POPI Policy

Finance

- 1) Travel and Subsistency Policy

Information and Communication Technology (ICT)

The following ICT policies were tabled to the ICT Steering Committee during November 2021, and the Corporate Services Portfolio Committee on 7 March 2022. Following the in-principle approval of ICT policies by Council on 22 August 2022, all ICT policies were workshopped with Councillors on 14 November 2022, for re-adoption on 5 December 2022.

- 1) ICT User Access Management
- 2) ICT Operating System Security Controls Policy
- 3) ICT Change Management Policy
- 4) ICT Security Controls

FINANCIAL IMPLICATIONS

Provision will be made in the budget for any financial implications in terms of the policies.

STAFF IMPLICATIONS

None

LEGISLATIVE FRAMEWORK

Local Government: Municipal Systems Act, 2000 (Act 32 of 2000)

ATTACHMENTS

Policies as presented during policy workshops

RESOLVED : (Proposed by Cllr M Nomatiti and seconded by Cllr R Mokotwana)

1) Council adopts the following policies.

(a) Human Resources

- Housing Subsidy Policy
- POPI Policy

(b) Finance

- Travel and Subsistancy Policy

(c) Information and Communication Technology (ICT)

- ICT User Access Management
- ICT Operating System Security Controls Policy
- ICT Change Management Policy
- ICT Security Controls

2) That the Acting, Additional and Secondment Allowance Policy be differed back to the Administration.

CERTIFIED A TRUE EXTRACT FROM THE MINUTES OF THE COUNCIL MEETING HELD ON 5 DECEMBER 2022.



R BOSMAN
MUNICIPAL MANAGER