

**PORTFOLIO COMMITTEE :
MANAGEMENT SERVICES**

Chairperson :

Cllr A Komani

Committee Members :

**Ald M Sapepa, Cllrs R Nutt,
H Morgan & N Nqinata**

**PORTEFEULJEKOMITEE :
BESTUURSDIENSTE**

Voorsitter :

Rdl A Komani

Komiteelede :

**Rdh M Sapepa, Rdle R Nutt,
H Morgan & N Nqinata**

MANAGEMENT SERVICES PORTFOLIO COMMITTEE

BESTUURSDIENSTE PORTEFEULJEKOMITEE

19 October 2021

I N D E X

ITEM

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APPLICATIONS FOR LEAVE OF ABSENCE

**STATEMENTS AND COMMUNICATIONS BROUGHT FORWARD BY THE
CHAIRPERSON**

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**AGENDA of the
Portfolio Committee : Management Services
19 October 2021
(Also the agenda for the Mayoral Committee Meeting : 28 October 2021)**

**1.
AMENDMENTS AND ADDITIONS TO THE DELEGATION OF POWERS AND
DUTIES: MUNICIPAL MANAGER: HUMAN RESOURCES**

2/5/3

D Arrison

Director : Management Services

20 September 2021

(028) 313 8004

1. Executive Summary

The purpose of the report is to obtain approval for amendments and additions to the Municipal Manager's delegations of powers and duties conferred on him.

2. Service Delivery and Budget Implementation Plan Reference

Directorate: Management Services
Human Resources

3. Compliance with Strategic Priority

Provision of democratic, accountable and ethical governance

4. Delegated Authority

None

5. Legal Requirements

Constitution of the Republic of South Africa, 1996 (Constitution)
Local Government: Municipal Systems Act (No. 32 of 2000) (Systems Act)
Local Government: Municipal Finance Management Act (No. 56 of 2003)

6. Background/Discussion

On 24 February 2009, as amended thereafter, Council adopted the Principles and Conditions of Delegation which are applicable on the municipality's system of delegation.

Section 59(4) of the Systems Act provides as follows:

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“(4) Any delegation or sub-delegation to a staff member of a power conferred on a municipal manager must be approved by the municipal council in accordance with the system of delegation referred to in subsection (1).”

On 25 November 2009, as amended thereafter, Council approved the Municipal Manager’s delegations and/or sub-delegations of powers and duties conferred on him.

Attached as Annexure “A” is a memorandum containing a request for amendments and additions to the Municipal Manager’s delegation to be approved. It is recommended that Council approve the amendments and additions to the Municipal Manager’s delegations.

7. Financial Implications

None

8. Staff Implications

None

9. Comments from other Departments, Divisions and Administrations

None

10. Annexures

Annexure A: Memorandum with regard to the amendment of Delegation of Powers and Duties

RECOMMENDATION TO THE COUNCIL:

that the amendments and additions to the Municipal Manager’s delegations (as per Annexure A to the item) of powers and duties conferred on him, **be approved.**

RESPONSIBLE OFFICIAL :

**L BUCCHIANERI
H VAN TONDER**

TARGET DATE FOR IMPLEMENTATION :

8 NOVEMBER 2021

**AGENDA of the
Portfolio Committee : Management Services
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**1.
AMENDMENTS AND ADDITIONS TO THE DELEGATION OF POWERS AND
DUTIES: MUNICIPAL MANAGER: HUMAN RESOURCES**

2/5/3

D Arrison

Director : Management Services

20 September 2021

(028) 313 8004

**THIS MATTER SERVED BEFORE THE JOINT PORTFOLIO COMMITTEE ON
19 OCTOBER 2021, WHICH COMMITTEE RECOMMENDED AS FOLLOWS:**

RECOMMENDATION TO THE COUNCIL:

that the amendments and additions to the Municipal Manager's delegations (as per Annexure A to the item) of powers and duties conferred on him, **be approved.**

RESPONSIBLE OFFICIAL :

**L BUCCHIANERI
H VAN TONDER**

TARGET DATE FOR IMPLEMENTATION :

8 NOVEMBER 2021



Direkteur:
Bestuursdienste

MEMORANDUM

Director:
Management
Services

e-pos: darrison@overstrand.gov.za

Tel: 028-3138001

Fax: 028-3121894

Date: 02 September 2021

To: The Municipal Manager

AMENDMENT OF DELEGATION OF POWERS AND DUTIES

The above-mentioned matter refers.

It is advisable to change the undermentioned Human Resources delegations:

Current delegation 5.1.1.19A reads as follows:

5.1.1.19A Appointment of contract workers, "specialized" contract workers, "Grey Power" Mentors. Director: Management Services

To read:

5.1.1.19A Appointment of contract workers, "specialized" contract workers, "Grey Power" Mentors. Director: Management Services Duly motivated by relevant manager supported by the accountable director in line with S198B of the LRAA

Current delegation 5.1.1.36.2 reads as follows:

5.1.1.36.2 Approval of study bursaries / study aid applications. Director: Management Services

To read:

5.1.1.36.2 Approval of study bursaries / study aid applications. Director: Management Services Recommended by the accountable director

New Delegation to be added:

5.1.1.11 The filling of all vacancies and the appointment of temporary staff (no longer than 3 months) in funded vacant posts on the staff establishment Managers in consultation with Directors In line with section 198B of the Labour Relations Act.

Your consideration of the above will be appreciated.


D. ARRISON

DIRECTOR: MANAGEMENT SERVICES

5/9/2021



Recommendation supported / ~~not supported~~ / supported with the following amendments:

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D. O'Neill

.....
D O'NEILL
MUNICIPAL MANAGER

03/09/2021

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DATE