

(5/1/2) (26TH MAY 2022)

RESOLUTION

1. That Council **NOTES** the status quo at the Budget and Treasury Office, Planning and Development, Community and Social Services, Office of the Municipal Manager as well as the Department of Technical Services.
2. That Council **NOTES** of the two positions of Organisational Design Officer and Performance Management Officer in the Department of Corporate Services.
3. That Council **APPROVE** the creation of the OD Officer and the PMS Officer in the Department of Corporate Services.
4. That Council **NOTES** that Municipal Staff Regulation and Guidelines that will be effective from the 1st July 2022. In terms of the Regulations, any conditions on the Collective Agreement that differs with the Staff Regulations will be superseded by the regulation.
5. That Council **NOTES** the total cost of the 2022/23 Organisational Structure will be R221 783 869.
6. That Council **APPROVE** the Organisation Structure for the financial year 2022/23.



MALATJI MM
MAYOR

REVIEW OF THE ORGANISATIONAL STRUCTURE (CORPS)

(5/1/2)

25 May 2022

The Municipal Systems Act requires municipalities to review the Organisational Structure on an annual basis in order to align to the IDP and budgetary processes, which should be approved by Council within a specific period of time.

A meeting was held with the Local Labour Forum to review the Organisational Structure for the financial year 2022/23. Deliberations were held and the following principles:-

- (i) That the Status Quo of the Organisational Structure under Budget and Treasury Office, Planning and Development, Technical Services and Community & Social Services with the exception of the Department of Corporate Services where the position of the Organisational Design Office (OD) and Performance Management Officer (PMS) to align with the new Municipal Staff Regulations effective from 1st July 2022.
- (ii) That the OD and PMS Officer are regulated positions that needs to be appointed for compliance with the Staff regulations.
- (iii) That currently COGSTA is assisting the municipality in terms of the functional Organisation Structure and that no upgrade of positions pending the finalisation of Coghsa's recommendations.
- (iv) That no position will be abolished.

1. Office of the Municipal Manager

No changes made.

2. Corporate Services

The following positions in compliance with the requirements of the Staff Regulations were created.

- 2.1. The position of the Organisation Design Officer to deal with the Organisational Structure and Job Evaluation of the municipality.
- 2.2. The position of the Performance Management System Officer to align with the new Municipal Staff Regulation.

3. Budget and Treasury Office

No changes, status quo remains.

4. Community and Social Services

No Changes Status Quo remains

5. Planning and Development Department

No changes were made, Status Quo remains

6. Department of Technical Services

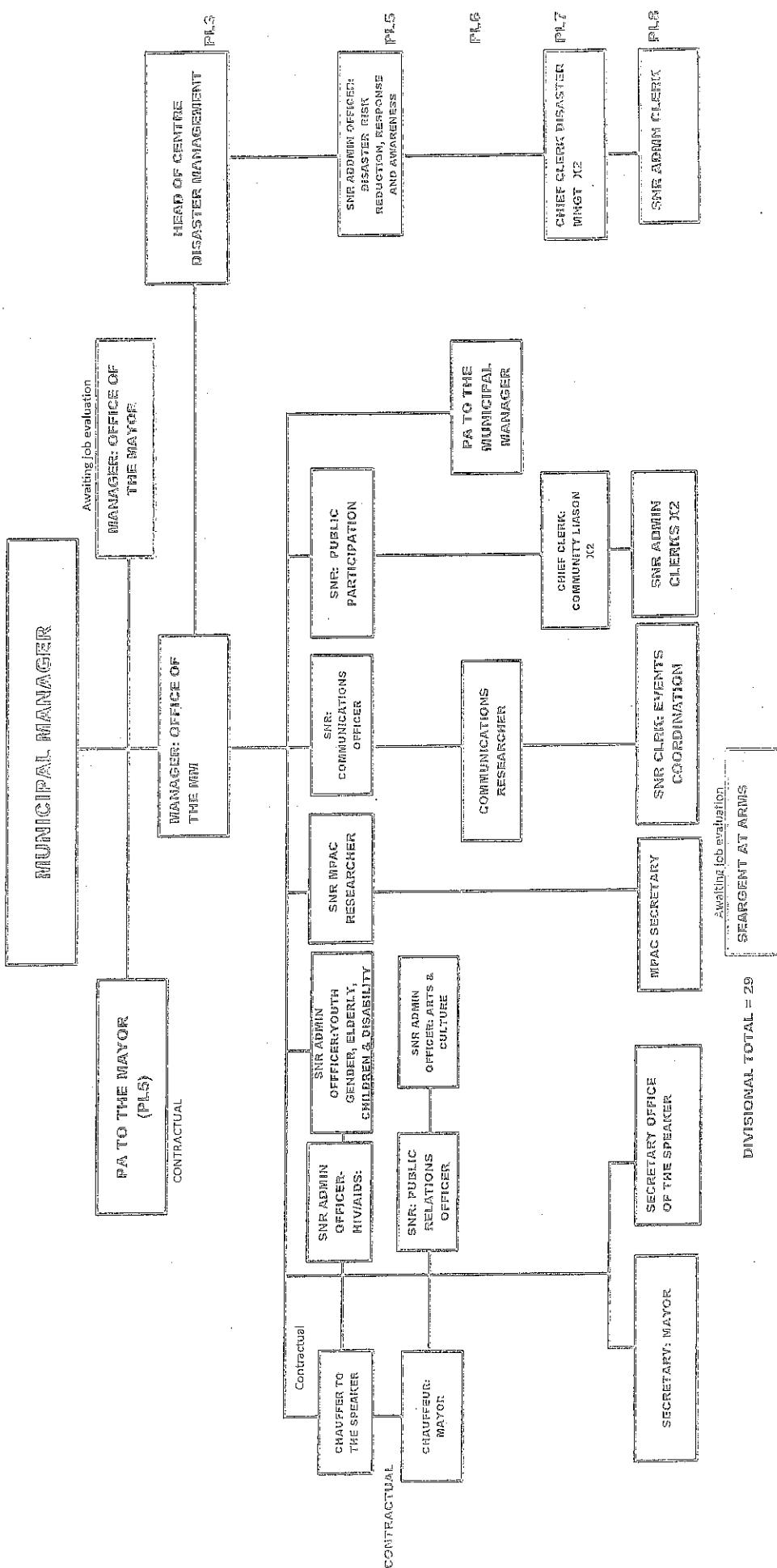
No changes were made, status quo.

RECOMMENDATIONS

- (I) That Council **NOTES** the status quo at the Budget and Treasury Office, Planning and Development, Community and Social Services, Office of the Municipal Manager as well as the Department of Technical Services.
- (II) That Council **NOTES** of the two positions of Organisational Design Officer and Performance Management Officer in the Department of Corporate Services.
- (III) That Council **APPROVES** the creation of the OD Officer and the PMS Officer in the Department of Corporate Services.
- (IV) That Council **NOTES** that Municipal Staff Regulation and Guidelines that will be effective from the 1st July 2022. In terms of the Regulations, any conditions on the Collective Agreement that differs with the Staff Regulations will be superseded by the regulation.
- (V) That Council **NOTES** the total cost of the 2022/23 Organisational Structure will be R221 788 869.
- (VI) That Council **APPROVES** the Organisation Structure for the financial year 2022/23.

THE
COURT
OF COMMON
PARK
MANAGERS

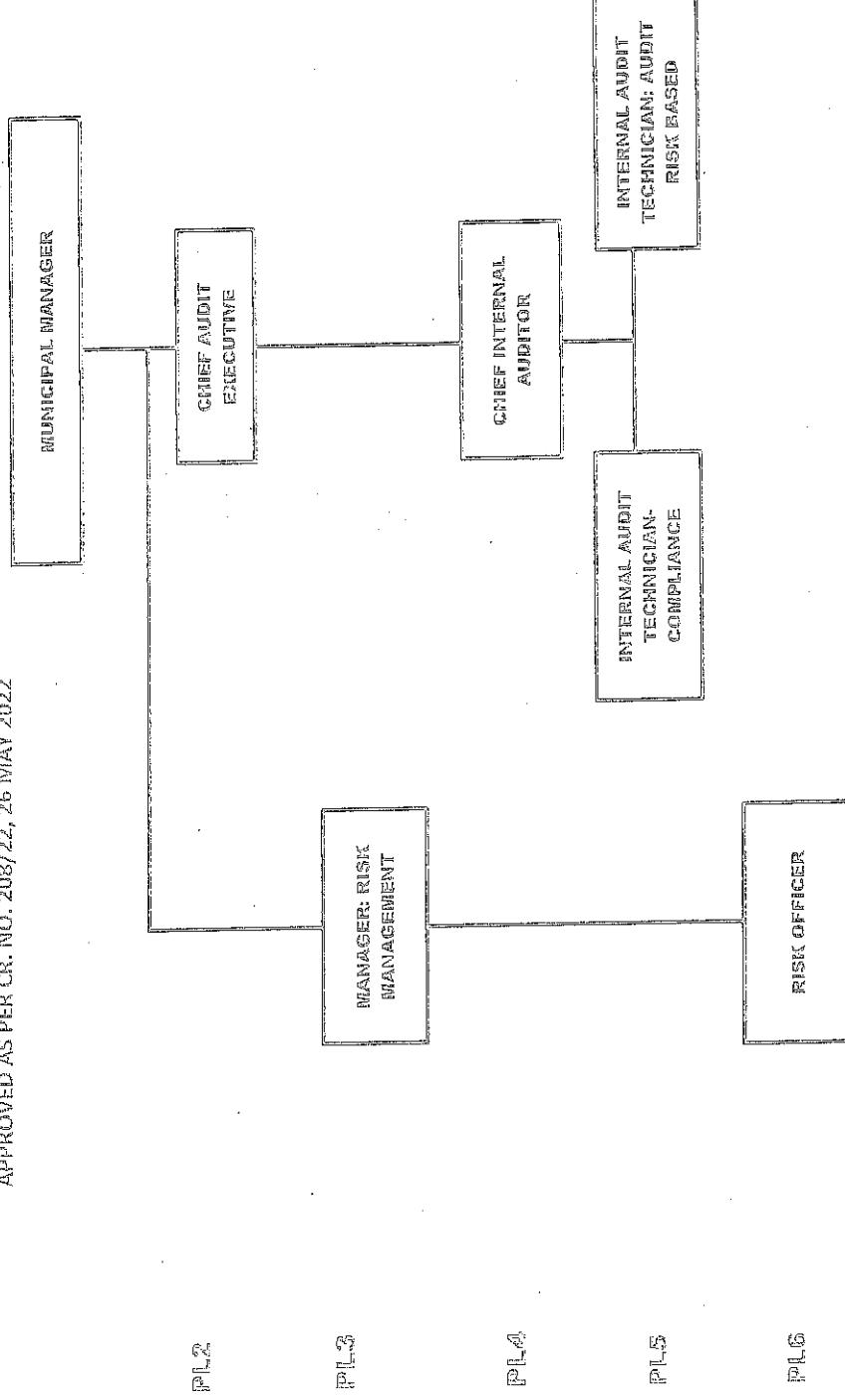
OFFICE OF THE MUNICIPAL MANAGER



APPROVED AS PER COUNCIL RESOLUTION NO. 208/22 DATED 26 MAY 2022

AUDIT AND RISK DIVISION

APPROVED AS PER CR. NO. 208/22, 26 MAY 2022



Divisional total 6

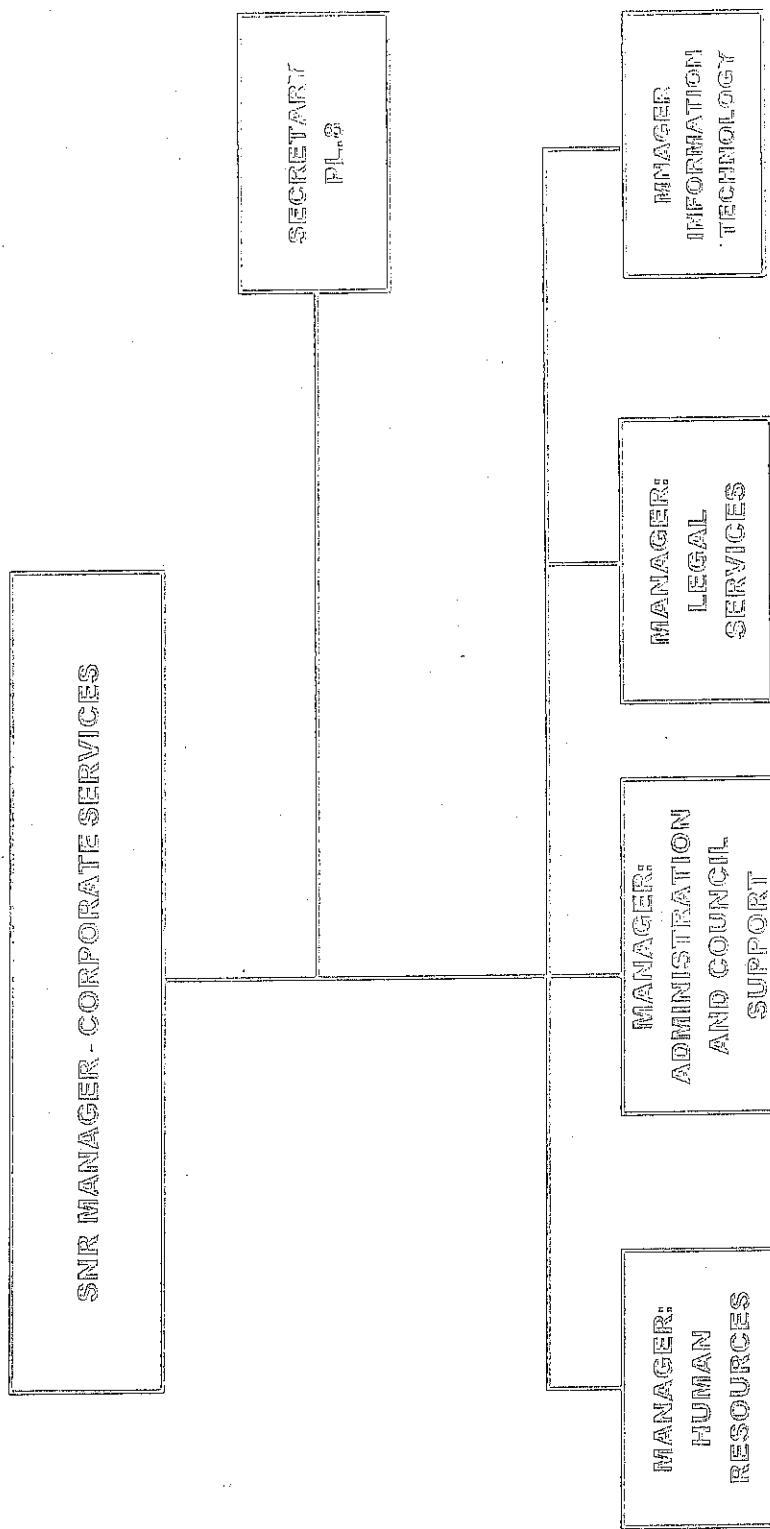
TOTAL POSITIONS = 35

Page 2

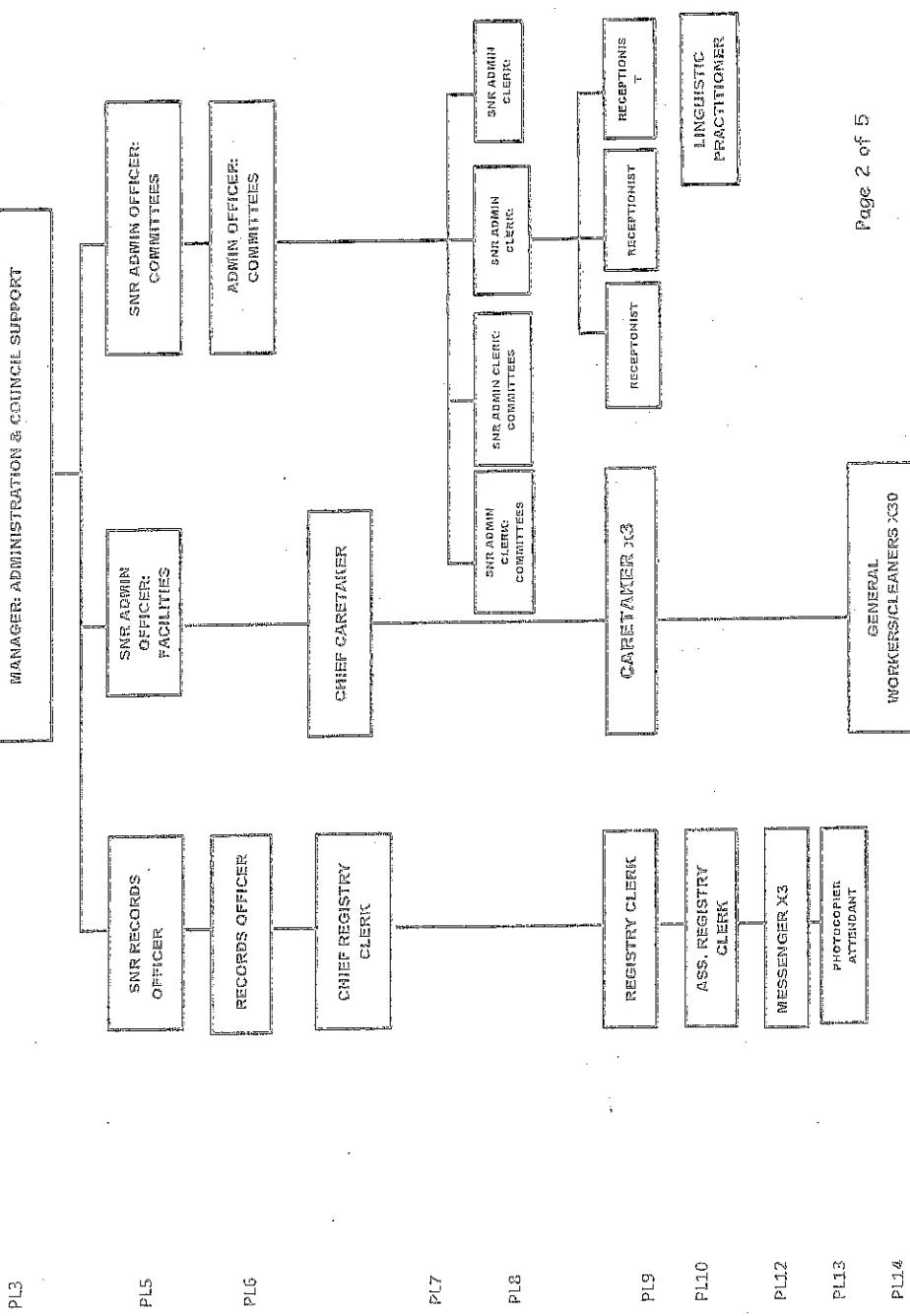
CORPORATE
SERV^E
STATE
SERV^E
CORPORATE
SERV^E

APPROVED AS PER COUNCIL RESOLUTION NO. 208/22 DATED 26 MAY 2022

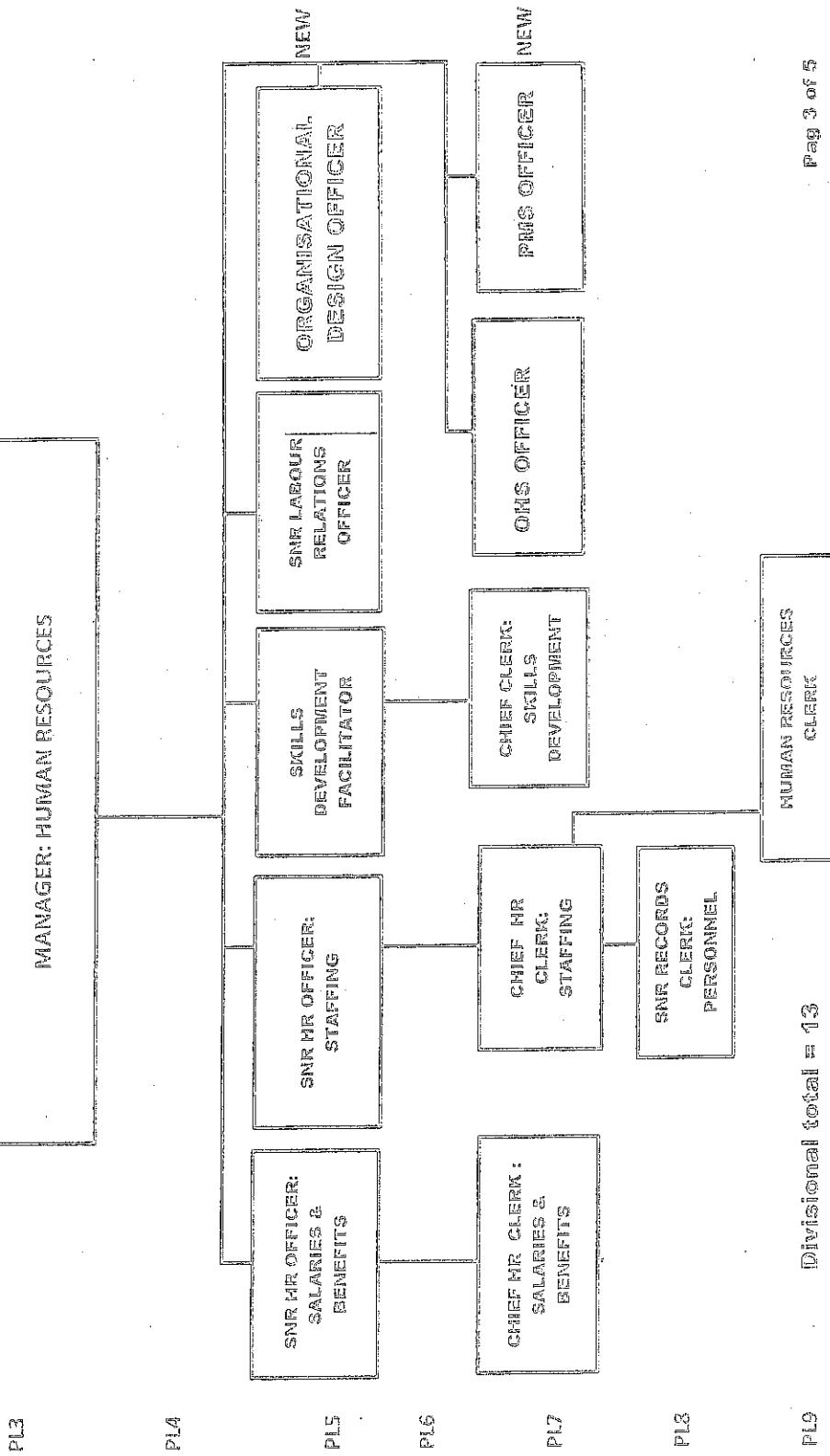
CORPORATE SERVICES - ORGANOGGRAM



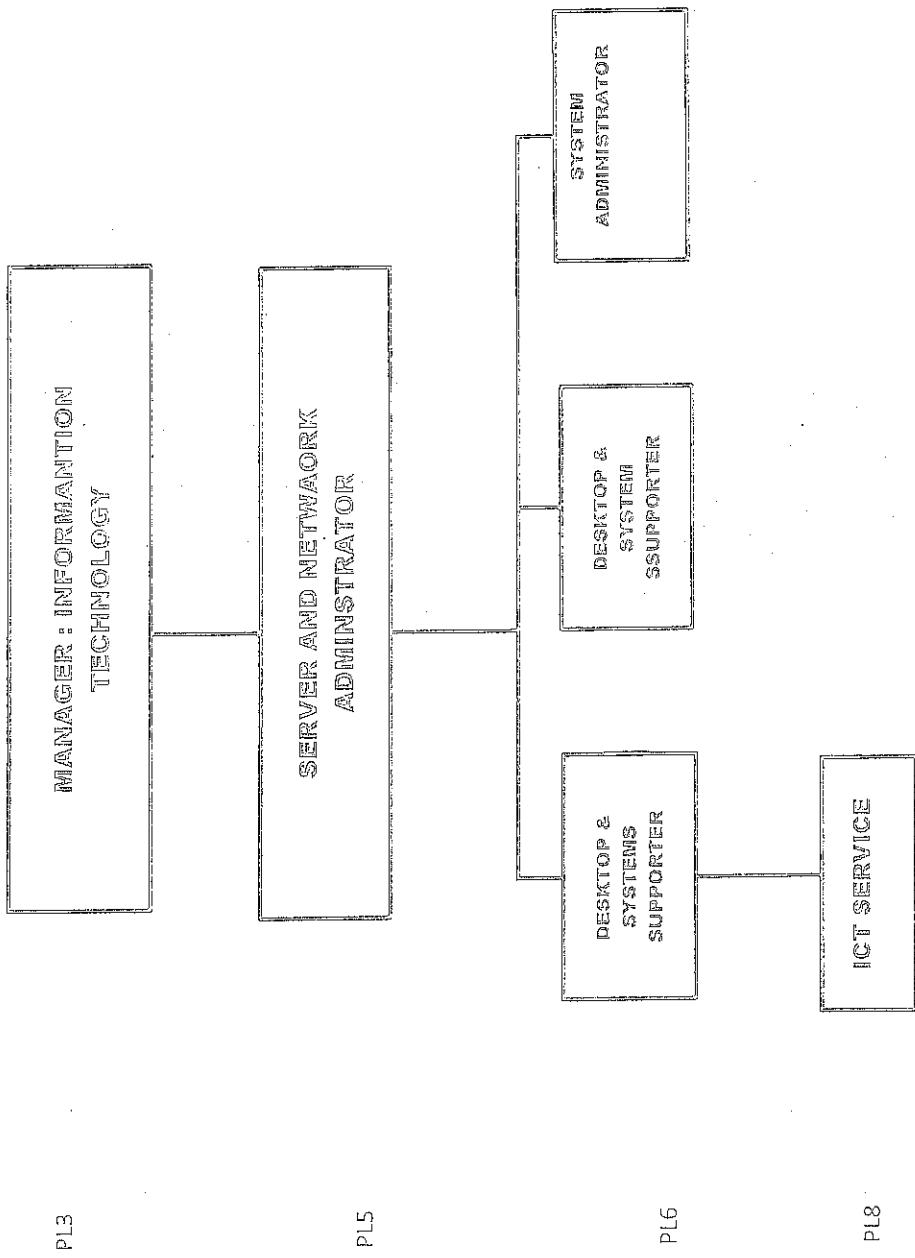
ADMINISTRATION DIVISION



APPROVED AS PER COUNCIL RESOLUTION 208/22 OF THE 26 MAY 2022
HUMAN RESOURCES DIVISION



INFORMATION TECHNOLOGY DIVISION



LEGAL DIVISION

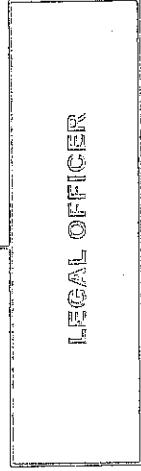


2

4

5

6



Divisional total = 2

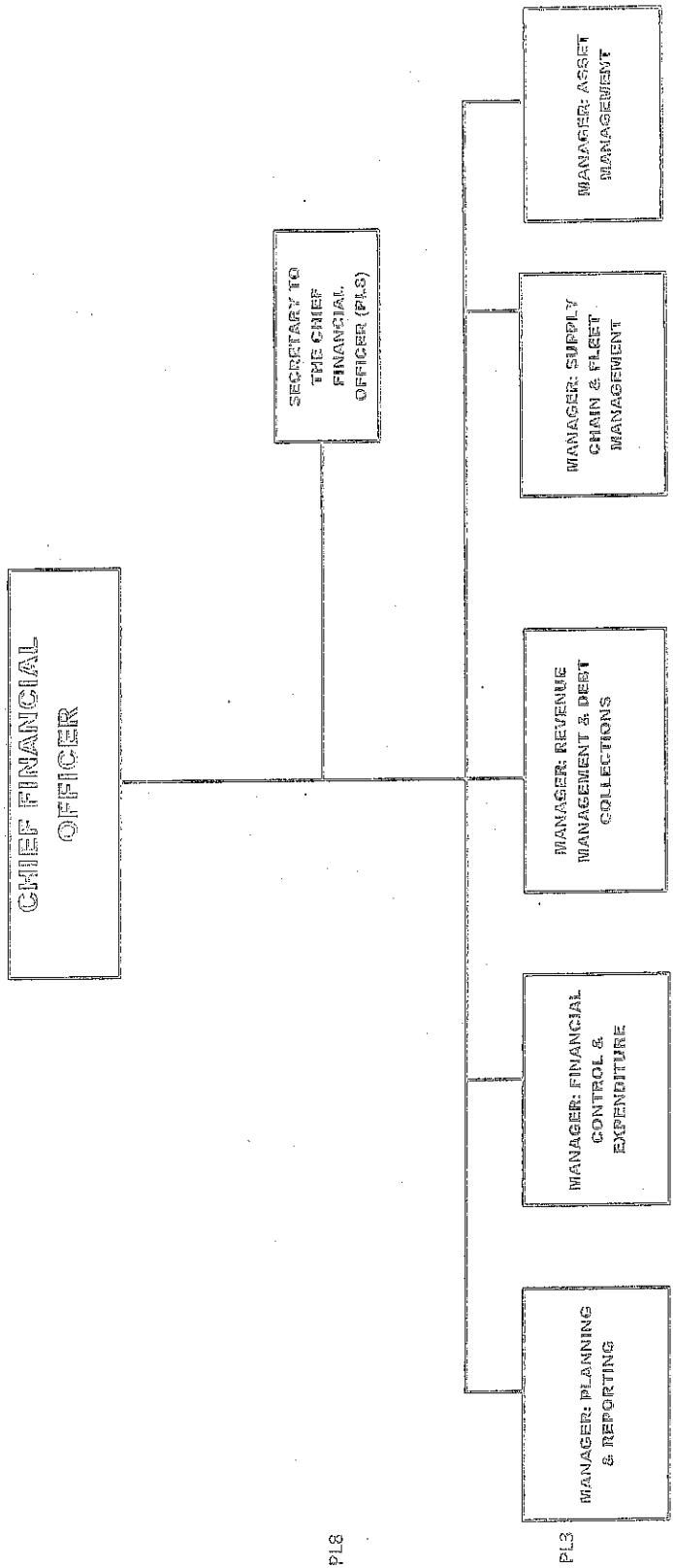
ALL POSITIONS = 76

77

BUDGET &
BUDGET
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BUDGET
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BUDGET
BUDGET

CLIQUE
CLIQUE
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BUDGET AND TREASURY OFFICE

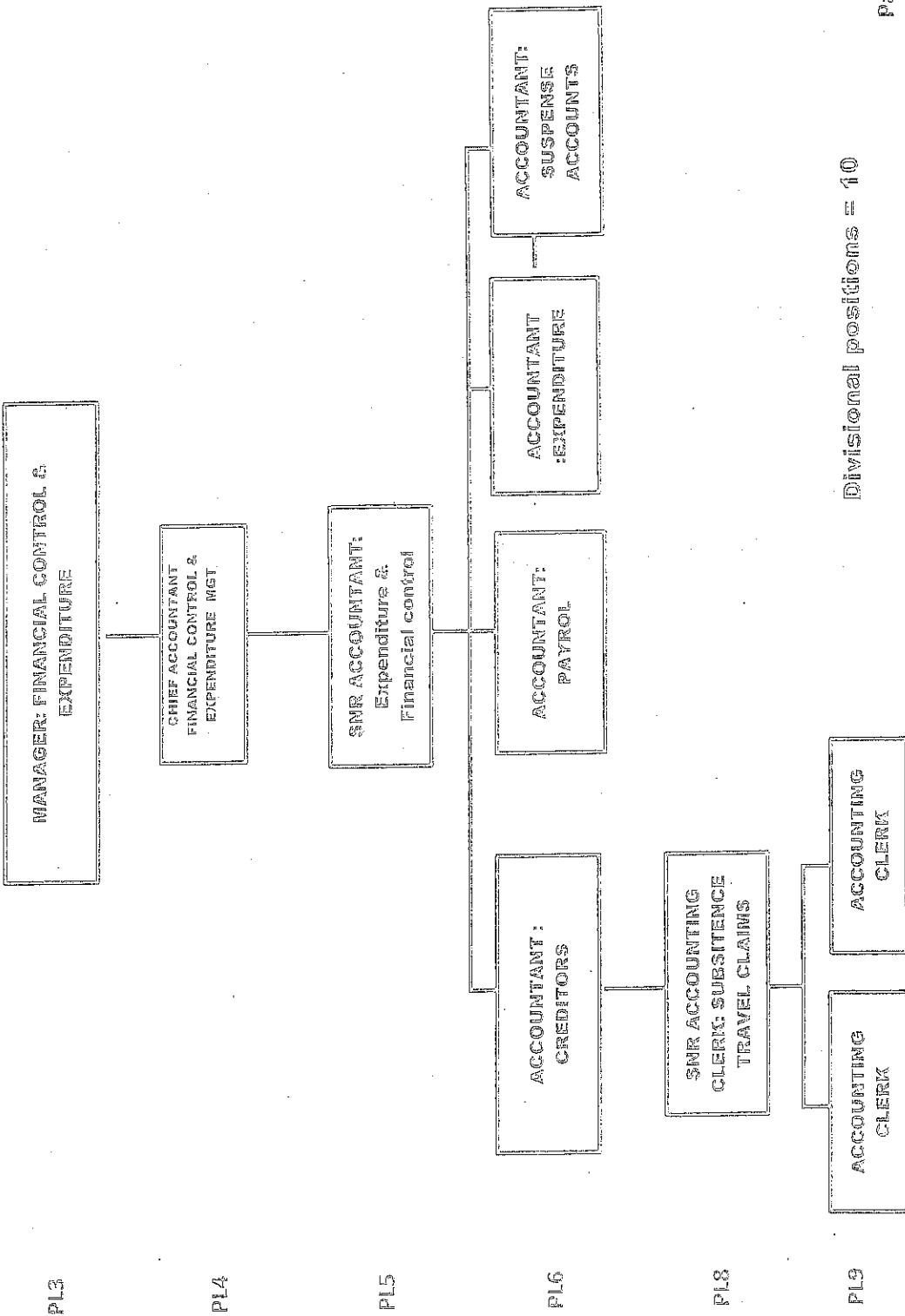


P.L.S.

Divisional positions = 2

Page 1 of 6

FINANCIAL CONTROL AND EXPENDITURE



SUPPLY CHAIN MANAGEMENT

PL3

MANAGER: SUPPLY CHAIN & FLEET MANAGEMENT

CHIEF ACCOUNTANT: PROCUREMENT & CONTRACT
MANAGEMENT

PL4

SNR ACCOUNTANT: FLEET MANAGEMENT

PL5

ACCOUNTANT:
DEMAND
MANAGEMENT

PL6

ACCOUNTANT:
ACQUISITION

SNR ACCOUNTANT:
FLEET INSPECTION

PL7

SNR ACCOUNTING
CLERK: GRIN

PL8

SNR ACCOUNTING
CLERK: BID
ADMINISTRATION

PL9

ACCOUNTING CLERK:
STORES MNGT

PL10

ASS: ACCOUNTING CLERK:
FLEET INSPECTION

PL11

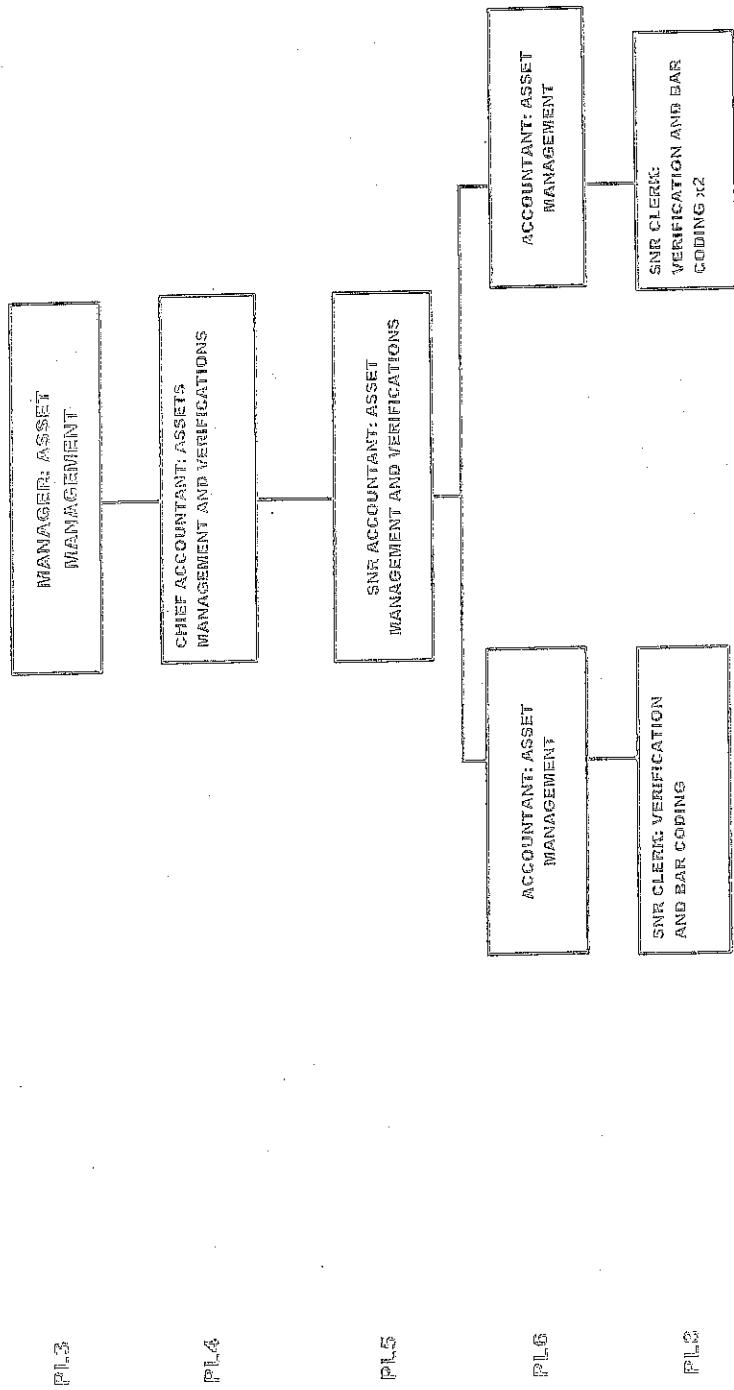
STOREMAN

PL12

GENERAL WORKER

PL13

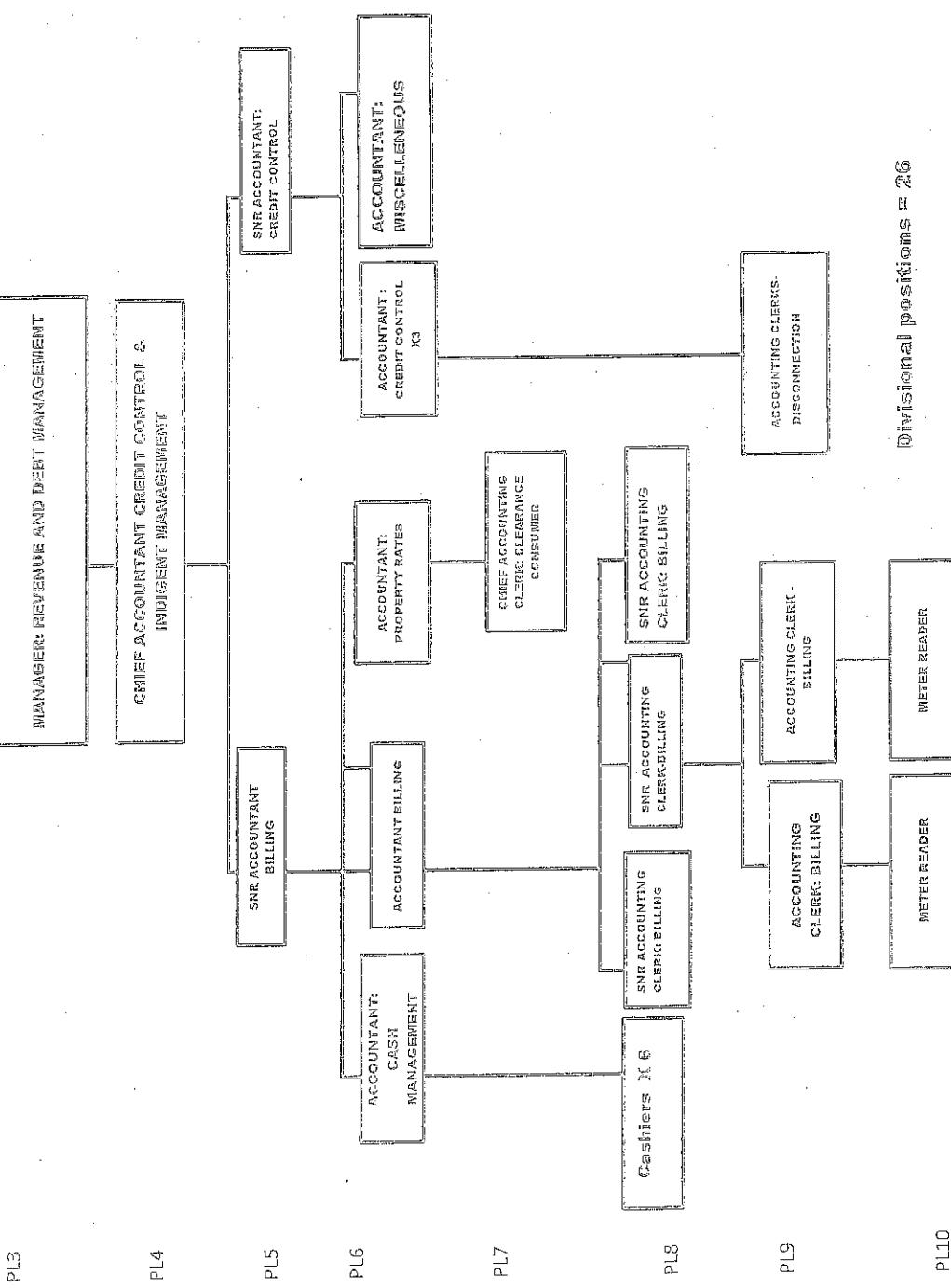
ASSET MANAGEMENT DIVISION



Divisional positions = 8

Page 4 of 6

REVENUE AND DEBT MANAGEMENT



APPROVED AS PER COUNCIL RESOLUTION 208/22 DATED 26 MAY 2022

3

MANAGER: FINANCIAL PLANNING
& REPORTING

4

CHIEF ACCOUNTANT
FINANCIAL PLANNING

5

SENIOR ACCOUNTANT FINANCIAL,
PLANNING & REPORTING

SENIOR ACCOUNTANT
COMPLIANCE

6

ACCOUNTANT: FINANCIAL
PLANNING AND REPORTING

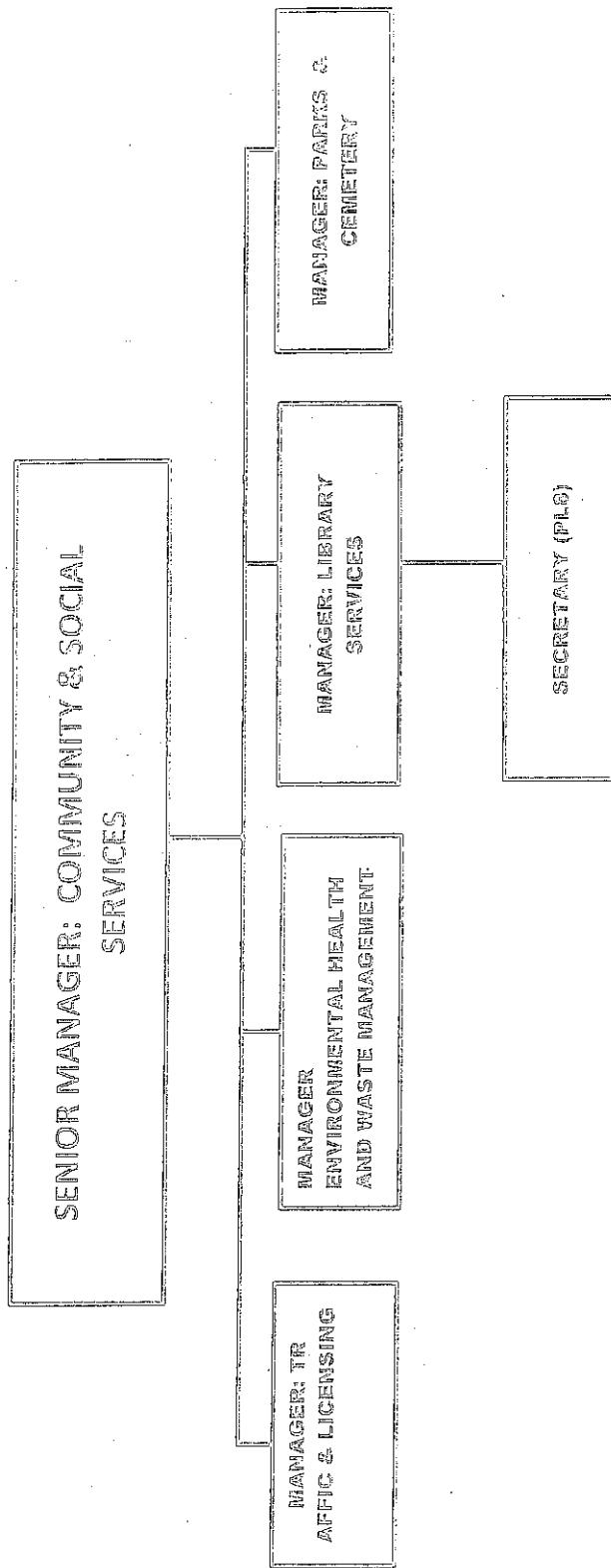
Page 6 of 6

ALL POSITIONS = 63

Divisional Positions = 5

CONVENIENT
COMMERCIAL
SERVICES
SOCIETY
AND

COMMUNITY AND SOCIAL SERVICES ORGANOGRAM



PL3

PL8

PAGE 1

DIVISIONAL TOTAL =2

PARKS AND CEMETERIES

MANAGER : PARKS AND CEMETERIES

SUPERINTENDENT PARKS AND
CEMETERY

SUPERVISOR -PARKS

SUPERVISOR-
CEMETERY

NURSERY
CONTROLLER

SPECIALISED
OPERATOR

PL10
TRACTOR
DRIVER X5

TRACTOR
DRIVER X2

PL12
EQUIPMENT
OPERATORS X2

EQUIPMENT
OPERATOR X7

PL13
EQUIPMENT
OPERATOR X6

EQUIPMENT
OPERATOR X3

PL14
GENERAL
WORKERS X 13

GENERAL
WORKERS X 14

CARE TAKER CEMETERY

GENERAL
WORKERS X 5

DIVISIONAL TOTAL = 38

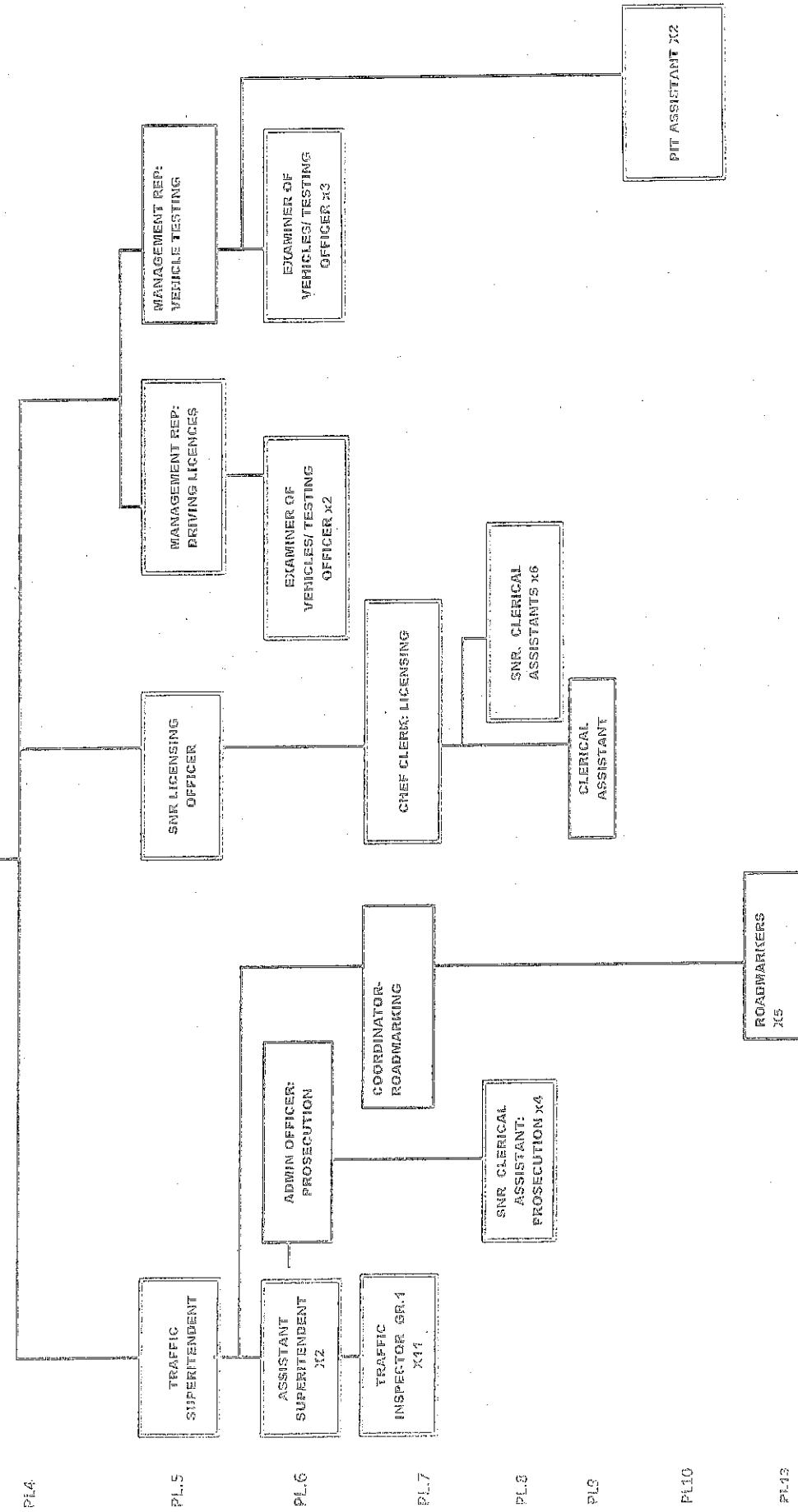
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TRAFFIC & LICENSING

Pt.3

MANAGER: TRAFFIC & LICENSING

Pt.4



Page 3 of 5

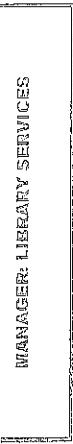
DIVISIONAL TOTAL = 44

LIBRARY SERVICES

APPROVED AS PER COUNCIL RESOLUTION NO. 203/22 DATED 26 MAY 2022

PL 3

MANAGER: LIBRARY SERVICES

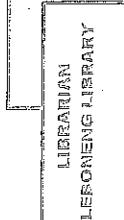


PL 5

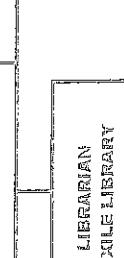
SR LIBRARIAN



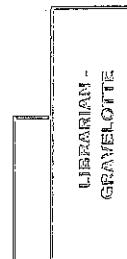
LIBRARIAN
LEFONENG LIBRARY



LIBRARIAN
PRIMOLATUMA



LIBRARIAN
SELVANE LIBRARY



LIBRARIAN
PITALOTUMA



LIBRARIAN
GRAMELOTE



PL 7

CHIEF LIBRARY
ASSISTANT



PL 8

SR LIBRARY
ASSISTANT



PL 9

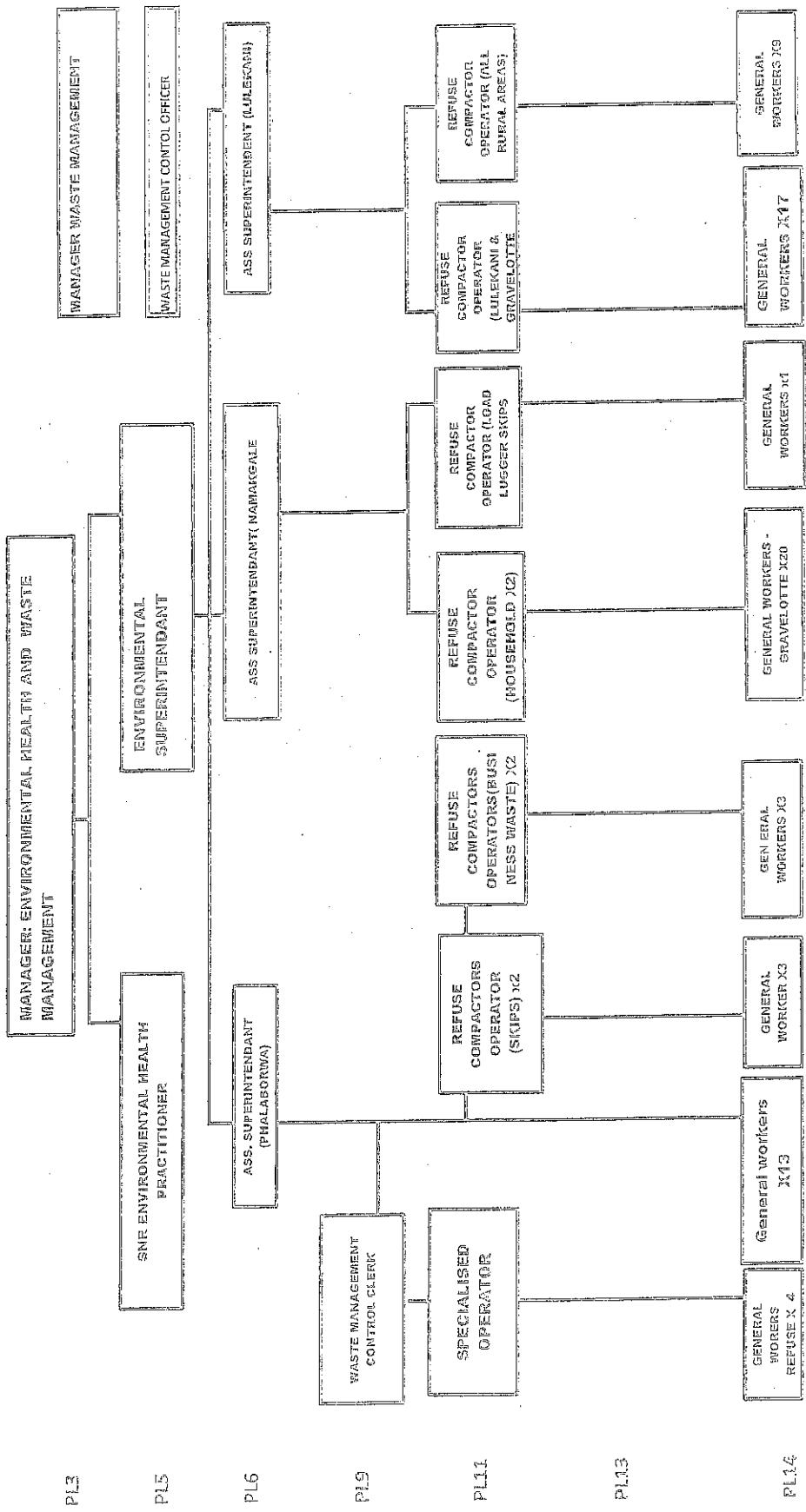
LIBRARY
ASSISTANT



DIVISIONAL TOTAL =22

PAGE 4 OF 5

WASTE MANAGEMENT DIVISION



ALL TOTAL POSITIONS

248

DIVISIONAL TOTAL Page 5 of 5

A vertical column of 12 large, hollow, stylized letters spelling "HAPPY BIRTHDAY". The letters are arranged in two columns of six. The first column contains "H", "A", "P", "P", "Y", and "B". The second column contains "R", "I", "T", "H", "D", and "A". Each letter is composed of thick, rounded strokes and has a small rectangular notch or cutout on its right side.

PLANNING AND DEVELOPMENT

SNR MANAGER PLANNING &
DEVELOPMENT

SECRETARY PL&

MANAGER: ECONOMIC DEVELOPMENT

MANAGER: STRATEGIC PLANNING

MANAGER: PLANNING AND HUMAN
SETTLEMENT

PL3

PL4

PL5

PL6

PL7

PL8

PL9

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PL11

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PL15

PL16

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PL18

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