

Applications and nominations should be submitted to the office of the MEC, Fourth Floor, Perm Building, Charlotte Maxeke Street, Bloemfontein on or before 30 September 2022.

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K.W BULWANE
MEMBER OF EXECUTIVE COUNCIL:
POLICE, ROADS AND TRANSPORT

[PROVINCIAL NOTICE NO.79 OF 2022]

NOTICE IN TERMS OF SECTION 139(5) OF THE CONSTITUTION OF THE REPUBLIC OF SOUTH AFRICA, 1996: APPOINTMENT OF LEAD PROVINCIAL EXCO REPRESENTATIVE TO MAFUBE LOCAL MUNICIPALITY AND DETERMINATION OF HIS POWERS AND FUNCTIONS.

I, S.H. Ntombela, in my capacity as the Executive Head of the Free State Province under powers vested in me by s139(5) (c) of the Constitution of the Republic of South Africa, 1996 hereby appoint Mr. Thomas Lindelo Mkaza as the Lead Provincial EXCO Representative at the Mafube Local Municipality (“the Municipality”), with effect from 1 June 2022 to 31 May 2024; and b) determine that the Lead Provincial EXCO Representative must exercise and perform the following powers and functions:

TERMS OF REFERENCE FOR THE LEAD EXCO REPRESENTATIVE AND THE SUPPORT TEAM

- 1.1 The Lead EXCO Representative and the Intervention Support Team will have unrestricted access to the Municipal Manager and all the Senior Managers reporting to him (Section 56 Managers).
- 1.2 The Municipal Manager and the Section 56 Managers must at all times obtain prior approval and ratification from the Lead EXCO Representative on all decisions that have financial and human resources implications, inclusive of financial commitments, before implementation of such decisions.
- 1.3 The Lead EXCO Representative must ensure that functions referred to in Section 67(1)(h) and Schedule 2 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000), read with any other relevant legislative provisions dealing with disciplinary matters, including criminal, disciplinary and civil action are undertaken.
- 1.4 The Lead EXCO Representative must exercise oversight over the implementation of municipal financial systems, policies and procedures and set out specific strategies to address the financial problems of the municipality.
- 1.5 The Lead EXCO Representative must ensure and report on the implementation of the Financial Recovery Plan targets, including
 - 1.5.1 Submit a revised Financial Recovery Plan to the municipal Council for inputs and consideration and to the MEC for Finance for approval,
 - 1.5.2 Ensure the adoption and implementation of the Funding Plan supporting the current unfunded Budget 2022/23,
 - 1.5.3 Ensure that funded budgets are prepared for the 2023/2024 Financial Year.
 - 1.5.4 Review the Cost Containment measures and ensure adherence thereto by all.
 - 1.5.5 Ensure that conditional grants are ring fenced and are used for the intended purpose.
 - 1.5.6 Ensure daily management of cash and bank balances.
 - 1.5.7 Ensure management of debtors including revenue enhancement and protection.,
 - 1.5.8 Ensure management of creditors including prioritisation of payments for critical services, assessment of contractual obligations of the municipality, negotiations for contractual payments and scope with service providers.
 - 1.5.9 Improve the level and quality of service provision within the municipality.
 - 1.5.10 Improve the institutional arrangements including the function of the Local Labour Forum, review of the organisational structure, personnel costs, head count and other related variables, by ratifying decisions impacting on such,
 - 1.5.11 Provide governance support including the functionality of the Executive Management Team and the implementation of a Performance Management System.

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- 1.5.12 Conduct continuous engagements with stakeholders.
- 1.5.13 Ensure compliance to all SCM regulations.
- 1.5.14 Implement prevention and reduction of the Unauthorised, Irregular, Fruitless and Wasteful expenditure.
- 1.5.15 Improve revenue collection rate to the National Treasury norm.;
- 1.5.16 Ensure the timeous submission of Annual Financial statements and Budgets as per the MFMA.
- 1.5.17 Ensure the implementation of the Audit Action Plan and report monthly to Provincial Treasury.
- 1.5.18 Ensure that the Performance Agreements for the Municipal Manager and the Section 56 Managers are aligned to the Financial Recovery Plan.
- 1.5.19 Lead EXCO Representative and the Intervention Support Team must :
- Manage the intervention on behalf of the Province/Cabinet,
 - Must ensure that the specified executive obligations which the municipality is failing to fulfil are fulfilled;
 - Must ensure that the Financial Recovery Plan is implemented'

To do this, the Lead focuses on 3 key areas:

- Provides strategic leadership and direction to implement the Financial Recovery Plan
- Reporting responsibilities
- Internal and External stakeholder responsibilities

1.6 The Lead EXCO Representative must:

- Issue directives and instructions to the Accounting Officer and relevant staff to implement Financial Recovery Plan ;
- Provide concurrence on any decision-making report processed by the Accounting Officer to any delegated authority (incl. Council/Mayor/EM);
- Develop/implement control measures, governance systems, processes and procedures, strategies and plans to give effect to the Financial Recovery Plan implementation;
- Oversee the timeous implementation of consequence management;
- Assist/Advise the Accounting Officer in reviewing/reallocating resources and responsibilities;
- Assist/Advise the Accounting Officer in the recruitment and selection process to appoint staff – including senior managers in the municipality;
- Assist the Accounting Officer in building HR capacity to a level where the municipality is able to perform its functions and exercise its functions in an economic, transparent, effective, efficient, and accountable ways;
- Accounts to the MEC for Finance for the duration of the intervention;
- Submit monthly progress reports to MEC Finance/Provincial EXCO/Municipal Council and Minister for Finance;
- Conducts necessary quality assurance processes to verify performance;
- Confirms/certifies that decisions of the Council/EM/Mayor are consistent with the Financial Recovery Plan
- Prepare quarterly Financial Recovery Plan reports on impact achieved against set indicators;
- Maintain a record of decisions on Financial Recovery Plan implementation;
- Assist in the preparation and implementation of the Financial Recovery Plan
- Facilitate interface and cohesion between the political and administrative components of the municipality;
- Attend meetings of Council, all Council Committees and top management and its committees and
- Facilitate meaningful public participation and stakeholder engagement.

[PROVINCIAL NOTICE NO.80 OF 2022]

Notice in terms of section 139(5) of the Constitution of the Republic of South Africa, 1996: Appointment of Lead Provincial EXCO Representative to Tokologo Local Municipality and determination of his powers and functions.

I, S.H. Ntombela, in my capacity as the Executive Head of the Free State Province under powers vested in me by s139(5) (c) of the Constitution of the Republic of South Africa, 1996 hereby appoint Mr. Thembinkosi Mawonga as the Lead Provincial EXCO Representative at the Tokologo Local Municipality ("the Municipality"), with effect from 1 June 2022 to 31 May 2024; and b) determine that the Lead Provincial EXCO Representative must exercise and perform the following powers and functions:
