CORPORATE SERVICES

CORPORATE SERVICES

Purpose: Directs and controls key performance areas of the directorate through implementation of policies, procedures, systems, and controls, guiding critical interventions, applications, and outcomes by providing advice and support with respect to specific functional requirements and controlling the operational dimensions related to key departmental priorities.

Functions:

- Oversees optimal functioning of Human Resources and Development systems, policies, procedures, and controls
 Ensures adequate provision of digital and
- technological solutions to the organisation • Lead and initiate opportunities to enhance internal relationships
- internal relationships between management, unions and employees, and support processes to maximise a collaborative working relationship
- Ensure efficient and effective support is rendered to the offices of Public Office Bearers and the Municipal Manager

FINANCE

FINANCE

<u>Purpose</u>: Contribute to the municipal financial planning processes to give effect to the long term operational and strategic goals of the municipality.

Functions:

- Develop, manage, and control the short- and medium-term capital and operating budgets of the municipality
- Monitor expenditure and recommend and implement corrective measures to rectify deviations to budgetary provisions and audit requirements
- Consolidate and provide financial accounting-related information for the annual report in compliance with relevant financial reporting standards
- Comply with Municipal Finance Management Act (MFMA), Supply Chain Management and all other municipal finance regulations

PLANNING, ECONOMIC DEVELOPMENT & HUMAN SETTLEMENTS

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<u>Purpose</u>: To drive an integrated municipal planning that prioritises and optimises the effective and efficient provision of services to the community.

Functions:

- Oversee and monitor spatial planning frameworks for the municipal area and the implementation of a town planning/land use management scheme for the municipality including the administration of development applications.
- Oversee the development of sector strategies and economic development plans that align with the national development programmes, to ensure viable and sustainable economic activity.
- Plans, manages, and implements key performance areas and requirements for the Human Settlements function through the implementation of National/ Provincial Human Settlement policies, procedures, systems and implementing critical housing sector plans, interventions, applications and outcomes for residents from informal settlements.
- Oversee climate change strategies, integrated environmental management and conservation practices.

COMMUNITY SERVICES & PUBLIC SERVICES

COMMUNITY SERVICES

Purpose: Manages and controls the key performance indicators associated with the operations of the functionality and monitors the execution of procedural sequences/ requirements with aligning standards to meet community objectives and public safety & security in terms of Expectations of applicable National, Provincial and Council policies and legislative frameworks

Functions:

- Drive programmes associated with provision of optimal services to the community that relate to health, social, library, recreational services and transport
- Ensure parks and open spaces are
- maintained to acceptable standards
 Comply and adheres to legislative requirements for provision of cemeteries services
- Monitors acceptable waste management services to the residents
- Oversees Law Enforcement operational planning in the municipality with respect to land invasions, and regulation of informal trading in the municipality
- Ensures adequate traffic services and road safety measures are put into place, as well as capability of the municipality is guaranteed for emergencies and natural disasters.

TECHNICAL SERVICES

TECHNICAL SERVICES

<u>Purpose</u>: To develop, deliver and sustain key infrastructure for the provision of essential engineering solutions and services.

Functions:

- Drive energy demand management, operate and maintain transmission networks and retail operations.
- Deliver on the assigned mandate for Technical Services pertaining to Water Services Authority and Water Provider.
- Deliver on revenue commitments by driving the minimisation of losses.
- Provide oversight of the construction, maintenance, and control of accessible municipal road networks and infrastructure.
- Expedite capital projects to agreed quality, budget, and timelines.