



cooperative governance

Department:  
Cooperative Governance  
REPUBLIC OF SOUTH AFRICA

**MAJOR REDETERMINATIONS OF MUNICIPAL BOUNDARIES FINALISED BY THE  
MUNICIPAL DEMARCATION BOARD  
PROGRESS MADE IN RESPECT OF VARIOUS TRANSITION MATTERS**

<b>1. KWAZULU-NATAL (SEVEN REDETERMINATIONS)</b>	<b>1. LEGAL</b>	Section 14(5) Notice published. A revised Notice was published on 29 February 2016. Provincial business units guide those Municipal Change Management Committees (CMCs) that are underperforming. By-laws and policies have been rationalised and awaiting approval from CMCs. In eThekweni, the rationalisation of by-laws will not be necessary as the affected wards from Vulamehlo will be subject to the existing by-laws. Archiving of documents is receiving attention.
	<b>2. HUMAN RESOURCES</b>	Organograms for the new municipalities are being finalised. Job descriptions are being drafted. Umdoni is experiencing some labour-related challenges.
	<b>3. FINANCE</b>	Engaging with National Treasury on mSCOA related matters. Rationalisation of valuation rolls and financial systems have been commenced-with. Asset registers are being compiled.
	<b>4. COMMUNICATIONS</b>	Communication strategy in place – “We Are Together”. Mayors address communities at all opportunities. The MEC has also visited all the affected areas.
	<b>5. INTEGRATED DEVELOPMENT PLANNING</b>	Section 14(5) Notice deals with IDPs for split municipalities as well as for municipalities that are wholly amalgamated.
	<b>6. INSTITUTIONAL MATTERS</b>	Proposed new name of the Ezingoleni/Hibiscus Coast amalgamation is Ray Nkonyeni Local Municipality – Head Office will be in Port Shepstone. Proposed new name for Kwa Sani/Ingwe is Nkosazana Dlamini-Zuma Local Municipality. Head Office will be in Bulwer, with a satellite office in Ingwe.
	<b>7. SECTION 12 NOTICES</b>	The Province has commenced on a process to revise the Section 12 Notice/s for all municipalities in its area of jurisdiction.

<b>2. MPUMALANGA</b>	<b>1. LEGAL</b>	Section 14(5) Notice published. Regular meetings of the CMCs. By-laws and policies are compiled and being rationalised for presentation to the incoming council. Systems are in place to transfer archives. A list of all existing contracts for both municipalities has been compiled.
	<b>2. HUMAN RESOURCES</b>	Organisational structure approved by the PCMC. Process of placement is being undertaken.
	<b>3. FINANCE</b>	An IT transition plan has been developed to deal with all IT related matters – such as the rationalising the billing and financial systems, as well as with valuation rolls. The new municipality will develop a new valuation roll by 2018. A schedule has been prepared for all loans and grants that are received as well as for specific projects. Asset register to be updated by 30 June 2016.
	<b>4. COMMUNICATIONS</b>	A communication strategy has been developed.
	<b>5. INTEGRATED DEVELOPMENT PLANNING</b>	The Province and the District is supporting the process to ensure that there is proper alignment in the development of the 2016 / 2017 IDP.
	<b>6. INSTITUTIONAL MATTERS</b>	The name of the new municipality is Mbombela Local Municipality.
	<b>7. SECTION 12 NOTICES</b>	Section 12 Notice published in the Provincial Gazette on 9 March 2016 for comments.

<b>3. FREE STATE</b>	<b>1. LEGAL</b>	Section 14(5) Notice published. CMCs are not meeting as often as they should. List of by-laws and policies have been developed. Naledi has a manual archive system – process is underway to migrate to the electronic system that is used by Mangaung.
	<b>2. HUMAN RESOURCES</b>	The development of the organogram and job descriptions are underway. Naledi has 140 employees.
	<b>3. FINANCE</b>	The valuation rolls of Naledi and Mangaung expire in 2019 and 2017, respectively. A valuer has been appointed to prepare a new inclusive valuation roll. Naledi uses the SAMRAS DB4 financial system – will be integrated into the Mangaung system. Asset registers are being updated. Utilising NT Circular 78 to guide the development of the budget for the municipality.
	<b>4. COMMUNICATIONS</b>	The communication strategy is still to be finalised.
	<b>5. INTEGRATED DEVELOPMENT PLANNING</b>	Process plans have been developed and adopted by the respective councils.
	<b>6. INSTITUTIONAL MATTERS</b>	The Head Office of the new municipality will be in Bloemfontein, with a satellite office in Naledi.
	<b>7. SECTION 12 NOTICES</b>	The Section 12 Notice is being drafted.



<b>4. NORTH WEST</b>	<b>1. LEGAL</b>	<p>Section 14(5) Notice published.</p> <p>A supplementary Notice will be published by 30 April 2016 – for the transfer of assets.</p> <p>Regular meetings of the CMCs/</p> <p>By-laws and policies have been rationalised – will be tabled before the incoming council.</p> <p>Process plan to transfer the archive system will be finalised on 15 April 2016.</p> <p>All existing contracts and agreements have been submitted to the BTO for incorporation into the budget processes, and for legal services to analyse and advise.</p>
	<b>2. HUMAN RESOURCES</b>	<p>Ventersdorp has 231 employees, and Tlokwe has 1200 employees.</p> <p>The Province has seconded an OD specialist to develop the organisation structure – a functional structure has been finalised.</p>
	<b>3. FINANCE</b>	<p>Tlokwe and Ventersdorp valuation rolls are valid until 2017 and 2018, respectively.</p> <p>Tlokwe is a mSCOA pilot site.</p> <p>The asset registers for both municipalities are GRAP compliant.</p> <p>Both municipalities have a list of projects and specific grant funding.</p>
	<b>4. COMMUNICATIONS</b>	<p>A communications strategy has been developed, and combined roadshows are taking place. Media statements have also been issued by the MEC and Mayors.</p> <p>There are no traditional leaders in the respective areas.</p>
	<b>5. INTEGRATED DEVELOPMENT PLANNING</b>	<p>The two councils had adopted process plans for the IDP in 2015, and these plans factored-in the transitional measures.</p> <p>Each municipality will be adopting revised IDPs for 2016/17.</p> <p>The combined IDP will be adopted after the local government elections.</p>
	<b>6. INSTITUTIONAL MATTERS</b>	<p>Matters relating to the location of the Head Office and satellite offices, as well as the naming of the municipality is undergoing a political consultation process. These matters have been escalated to the MEC and the Provincial EXCO for consideration.</p>
	<b>7. SECTION 12 NOTICES</b>	<p>Section 12 Notice will be published by 30 April 2016.</p>

<b>5. NORTHERN CAPE</b>	<b>1. LEGAL</b>	<p>Section 14(5) Notice published.</p> <p>Process of alignment of by-laws and policies, review and promulgation to be completed by end of April 2016.</p> <p>The process of transferring the archive system will be completed by end of June 2016.</p>
	<b>2. HUMAN RESOURCES</b>	<p>The existing staff component and functions per staff process is complete and the process of drafting of the new organogram is almost complete. This process was done in-house and both unions have been consulted.</p> <p>SALGA is assisting with the Work study process and the Job Evaluation System of //Khara Hais.</p> <p>Re-location cost of staff will be done after placement and satellite office functions have been finalised.</p> <p>In Mier, all Section 56 managers are acting, and their contracts are being renewed on a month-to-month basis.</p>
	<b>3. FINANCE</b>	<p>Both municipalities' valuation rolls are valid until 2018.</p> <p>Both municipalities have long term loans in their register. //Khara Hais has an outstanding amount R 114 611 083.65 as at June 2015 on the audited AFS. Mier has an outstanding amount is R 834 255.20.</p> <p>A Service Provider is being appointed for the consolidation of the IT Systems.</p>
	<b>4. COMMUNICATIONS</b>	<p>The Communication strategy is finalised and the implementation plan approved. The ZFM district municipality is the central point of communication.</p>



		<p>Combined roadshows planned for March and April 2016.</p> <p>Public Participation Process for the new name scheduled for April 2016.</p> <p>No recognised Traditional Leaders as yet due to the Khoisan Bill not being enacted. However, public participation does include the Traditional Communities from Mier.</p>
	<b>5. INTEGRATED DEVELOPMENT PLANNING</b>	The IDP's for both municipalities has followed the relevant process and is ready for final approval.
	<b>6. INSTITUTIONAL MATTERS</b>	<p>The process of public participation commenced in March - assisted by the Department of Sports, Arts and Culture. Mier's process completed. //Khara Hais programme will run till 11 April 2016. The new name to be gazetted by end of April 2016.</p> <p>Rietfontein (Mier) will be the satellite office. There will be 6/7 pay point offices in the former Mier Municipality.</p> <p>The Council Chambers will be in Upington. The Council Chambers of //Khara Hais will also be utilised.</p>
	<b>7. SECTION 12 NOTICES</b>	<p>The CMC has taken a decision to consult the MEC responsible for Local Government to have an Executive Mayoral System.</p> <p>Section 12 Notice to be published in April 2016.</p>

<b>6. GAUTENG</b>	<b>1. LEGAL</b>	<p>List of policies and by-laws of the existing municipalities have been prepared. Human Resources and Finance policies for the existing municipalities have been reviewed. Pro-forma by-laws for the priority areas mentioned above are currently being reviewed and aligned to the newly established municipality to be tabled to the new council post local government elections.</p> <p>National archives to review draft file plan to be submitted to Council for consideration in April 2016.</p> <p>The compilation of a contingency liability register for claims against the affected municipalities to be developed.</p>
	<b>2. HUMAN RESOURCES</b>	<p>The Placement and migration policy is being developed and is aligned to the Placement and Migration policy prepared by Westonaria Local Municipality.</p> <p>The analysis of the salary costs after placement, budget and other related costs is being analysed by the HR work stream.</p>
	<b>3. FINANCE</b>	<p>The valuation roll for the two municipalities will remain valid until 30 June 2018.</p> <p>Both municipalities use the same Munsoft financial system and PAYDAY for Human Resources. Support will be needed for data cleansing and alignment.</p> <p>The asset register of moveable and immovable assets is being developed through support from the Provincial Treasury and COGTA.</p> <p>The MIG Implementation Plan between 2017 and 2019 has been prepared.</p>
	<b>4. COMMUNICATIONS</b>	A communication strategy was prepared. It will be implemented by the Municipal Managers and supported by the Office of the Speaker.
	<b>5. INTEGRATED DEVELOPMENT PLANNING</b>	<p>The 2016/17 IDP process plan were prepared and adopted by the individual municipalities. The Rand West City Local Municipality vision, mission and SWOT analysis will be in finalised in a joint strategic planning session of the two municipalities.</p> <p>Sector department engagements is currently taking place and will result in the preparation of a project list for all sector departments as well as the Mining Social and Labour Plans.</p> <p>The joint strategic planning session is scheduled for mid-April 2016.</p>
	<b>6. INSTITUTIONAL MATTERS</b>	<p>A consultative process on the name of the new municipality took place between 1st and 30th November 2015. The proposed name is Rand West City Local Municipality.</p> <p>The identification of satellite offices and identification of council chambers is receiving attention.</p>
	<b>7. SECTION 12 NOTICES</b>	The section 12 Notice will be prepared and consulted in April 2016 and will be finalised in May 2016.



<b>7. EASTERN CAPE (FOUR REDETERMINATIONS)</b>	<b>1. LEGAL</b>	<p>The list of consolidated by-laws and policies have been finalised at Gariep and Maletswai. The promulgation of revised by-laws – to be dealt with after 2016 Local Government Elections.</p> <p>Nxuba has compiled a list of its by-laws and policies, and has a filing system in place to record its documents.</p> <p>The time-frames allocated to various tasks on the work-flow plans will be revised.</p> <p>Litigation will be added to the tasks.</p>
	<b>2. HUMAN RESOURCES</b>	<p>Placement policy developed.</p> <p>A dedicated team is conducting an in-depth study of the 2 municipalities to align policies of both municipalities at Amathole district.</p> <p>A new structure for the new municipality is being developed and the champion is the Amathole DM Organisational Development Unit.</p> <p>An assessment on critical posts requests conducted at Lukhanji, Tsolwana and Inkwanca, and motivations submitted to the CMC for consideration.</p> <p>Drafting of new organogram at Sarah Baartman District commenced. HR policies obtained from the 3 LM's for consolidation.</p> <p>The drafting of new organogram for a new municipality commenced for Camdeboo, Baviaans and Ikwezi merger - information is obtained from all 3 local municipalities regarding existing staff component and existing function per staff member.</p>
	<b>3. FINANCE</b>	<p>Listing of projects per ward completed in all merging municipalities. Committed projects per ward and engagement with sector departments to inform ongoing / new projects process commenced at Gariep and Maletswai.</p> <p>The asset and fleet management policies for Camdeboo, Baviaans and Ikwezi municipality municipalities received and draft policies for new municipality compiled and ready for final review and grant management – consolidated grant register compiled.</p> <p>All Lukhanji, Tsolwana and Inkwanca local municipalities uses the same financial management system – e-Venus.</p> <p>The National Treasury has been requested to assist on the management of the asset register.</p>
	<b>4. COMMUNICATIONS</b>	A communication strategy has been developed in all merging municipalities.
	<b>5. INTEGRATED DEVELOPMENT PLANNING</b>	IDP process plan, communications and public participation plans still to be developed at Nxuba and Nkonkobe municipalities.
	<b>6. INSTITUTIONAL MATTERS</b>	The determination of Head Office, naming of new municipality and identification of satellite offices processes is being finalised in all affected municipalities.
	<b>7. SECTION 12 NOTICES</b>	The drafting of Section 12 notices commenced in all merging municipalities.

8. LIMPOPO (FOUR REDETERMINATIONS)	1. <b>LEGAL</b>	<p>The lists of by-laws and policies is in place. The Province is in a process of engaging municipalities on rationalization of by-laws and policies.</p> <p>The process for integrating records management system of municipalities is underway – will engage the provincial archivist to assist with the process and the disposal of records.</p> <p>A list of all contractual obligations in all municipalities has been submitted.</p> <p>Lease registers and all other service contracts have been consolidated.</p>
	2. <b>HUMAN RESOURCES</b>	<p>Staff complement in all municipalities have been finalised.</p> <p>Draft organograms have been developed for all municipalities, except for the municipalities in the Capricorn District.</p> <p>Draft placement policy has been developed.</p>
	3. <b>FINANCE</b>	<p>Polokwane's valuation roll is valid from 1 July 2013 to 30 June 2017.</p> <p>Polokwane is utilising SAMRAS and Aganang, Blouberg and Molemole Municipality are utilising Venus financial systems.</p> <p>Valuation rolls for both Modimolle and Mookgophong are ending in June 2017 and draft business plan outlining activities that are required to take place during the migration and financial implications thereof is in place.</p> <p>No long term loans for Molemole and Aganang LM's; Polokwane that has a long term loan.</p> <p>Fetakgomo Municipality has no outstanding long term loans. Greater Tubatse has long term loans amounting to R23, 6 Million for over 20 years and the outstanding amount is R14, 8 Million.</p> <p>Both Modimolle and Mookgophong are currently updating their asset register, to be merged together as at date of amalgamation. Both municipalities synchronised their respective budgets in line with the 2016/17 DORA and National Treasury circulars.</p>
	4. <b>COMMUNICATIONS</b>	Communication strategies have been developed.
	5. <b>INTEGRATED DEVELOPMENT PLANNING</b>	<p>All municipalities are currently implementing the IDP Process plans adopted in parallel.</p> <p>Consolidated process plans will be adopted by new councils post the 2016 local government elections.</p>
	6. <b>INSTITUTIONAL MATTERS</b>	<p>Separate arrangements have been proposed that Greater Tubatse (Burgersfort) become the executive management centre and Fetakgomo become the Legislative management centre.</p> <p>The Malamulele area has been identified as the area with suitable infrastructure to serve as a Head Office for the new municipality.</p>
	7. <b>SECTION 12 NOTICES</b>	Not yet commenced.