



Approved by council: SC 22/09/20221 (2021/2022)

# KGATELOPELE LOCAL MUNICIPALITY ORGANISATIONAL STRUCTURE 2021/2022

Approved by Council: 27 September 2021

Council Resolution: SC 22/09/2021

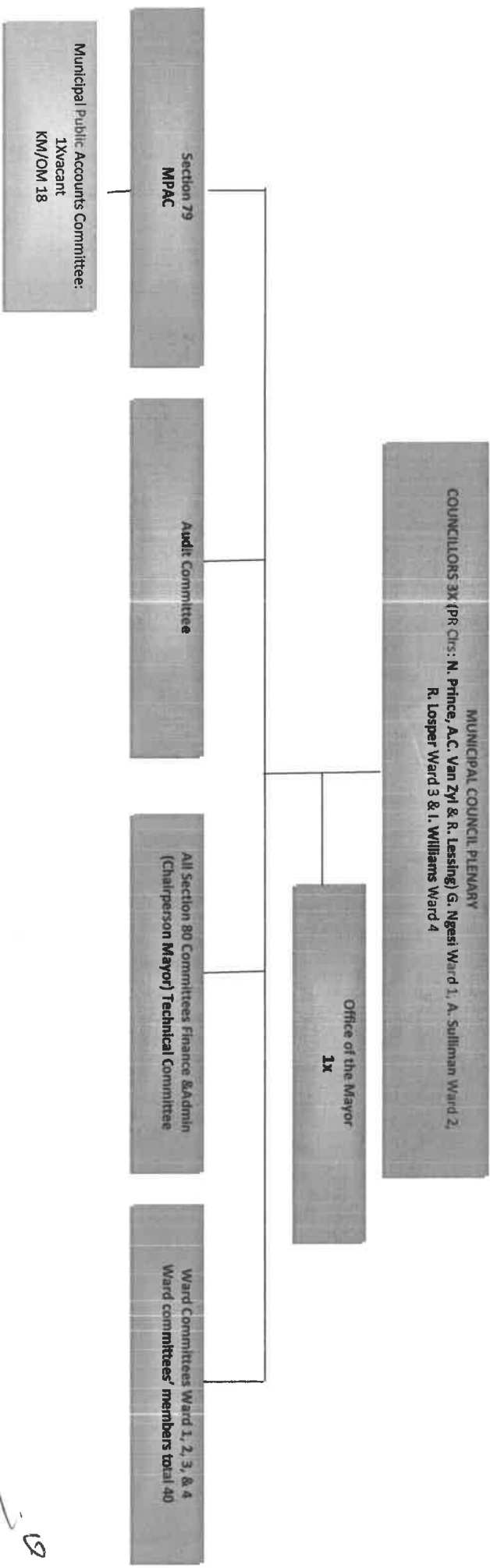


## KGATELOPELE MUNICIPALITY COUNCIL

Vision: Kgatelopele Local Municipality aims to improve the quality of life of all its residents. Mission Kgatelopele Local Municipality will strive to promote sustainable development by the: Provision of quality services, Conservation of the environment, Stable and effective administration, Promotion of socio-economic development and promoting social cohesion.

Values of the municipality: The values of the municipality are in line with the basic values and principles governing public administration as envisioned in section 195 of the Constitution of the Republic of South Africa: a high standard of professional ethics must be promoted and maintained, efficient, economic and effective use of resources must be promoted, public administration must be development oriented, services must be provided impartially, fairly, equitably and without bias, people's needs must be responded to, and the public must be encouraged to participate in policy making, public administration must be accountable, transparency must be fostered by providing the public with timely, accessible and accurate information, good human-resource management and career development practices, to maximise human potential, must be cultivated, public administration must be broadly representative of the South African people, with employment and personnel management practices based on ability, objectivity, fairness, and the need to redress the imbalances of the past to achieve broad representation.

Municipal slogan "Re gatela pele" "ons gaan vorentoe" "we moving forward"

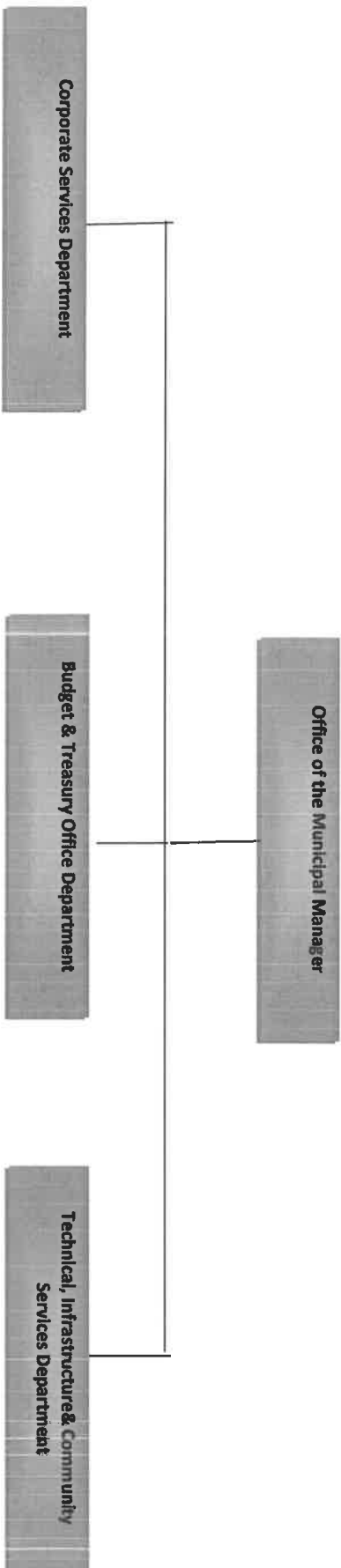




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## OFFICE OF THE MUNICIPAL MANAGER

*The Acting Municipal Manager Mr. Alfred Tietes is the head of Administration and is the accounting officer. He is responsible for the day to day running of the municipality. The Municipal Manager is further responsible for making sure that the Council objectives gets achieved as well as making sure that the municipality functions optimally. The Municipal Manager is responsible for overseeing; internal audit, risk management, compliance, council secretariat, LED, IDP, PMS, communication and marketing, which falls under his Department. The Municipal Manager works closely with the Managers who are responsible for the various Departments whose Manager are directly accountable to him*

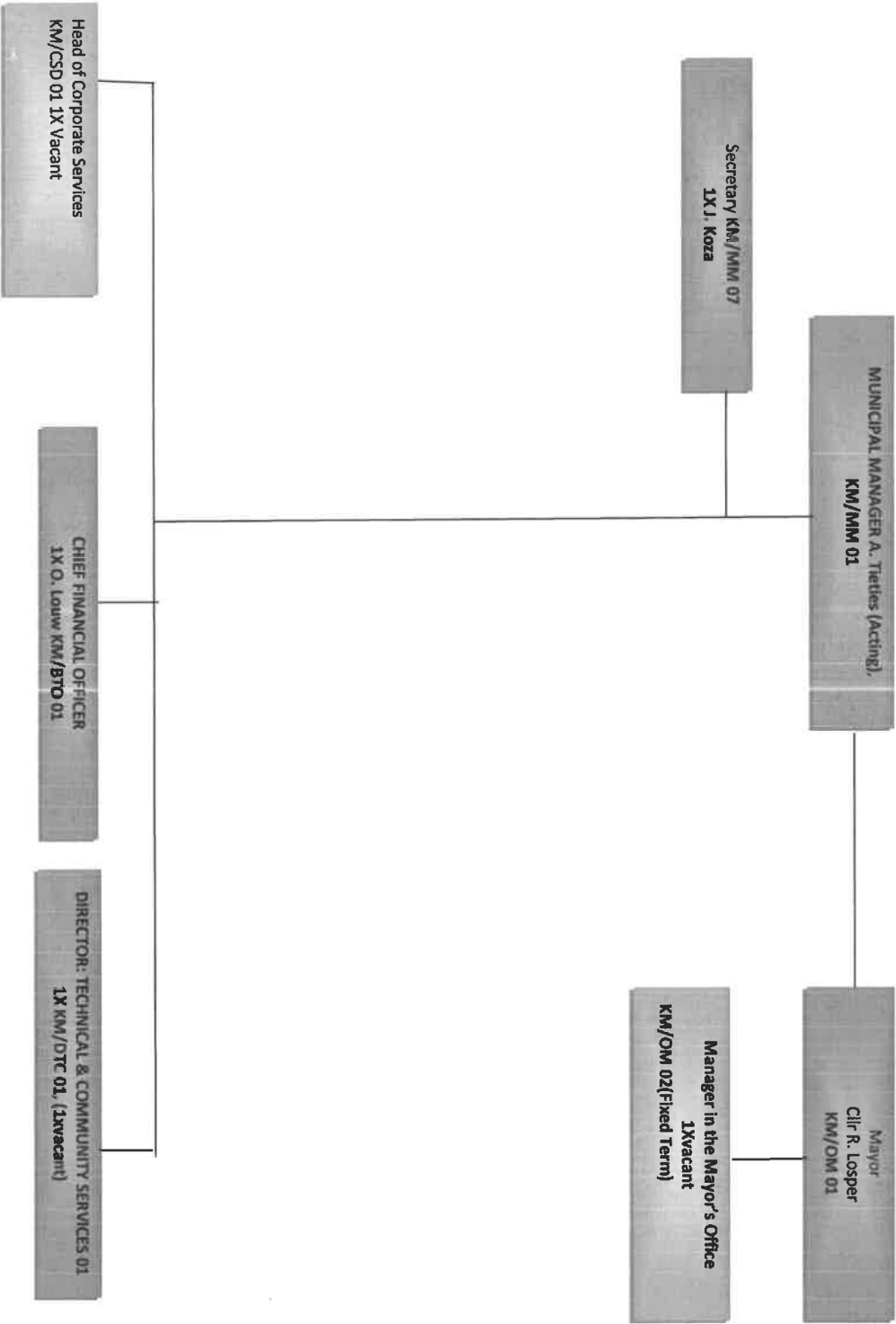




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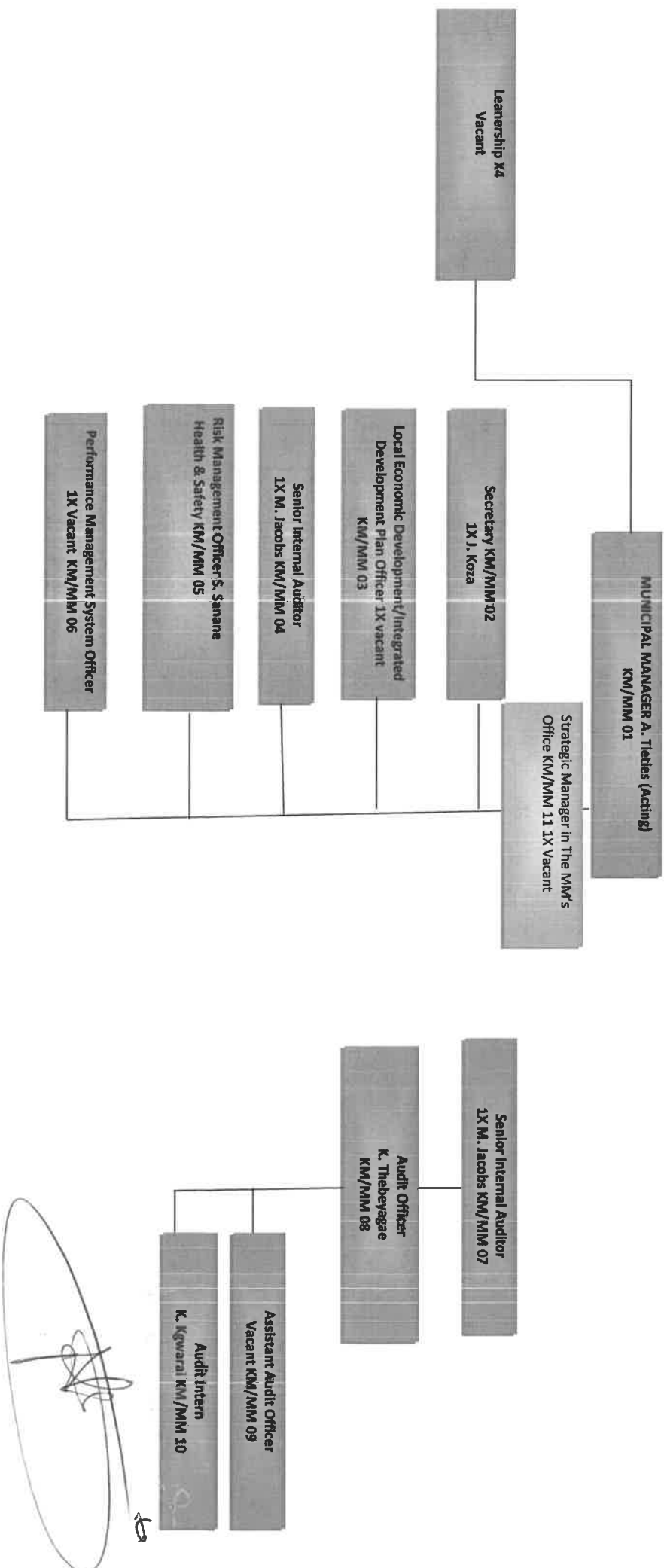




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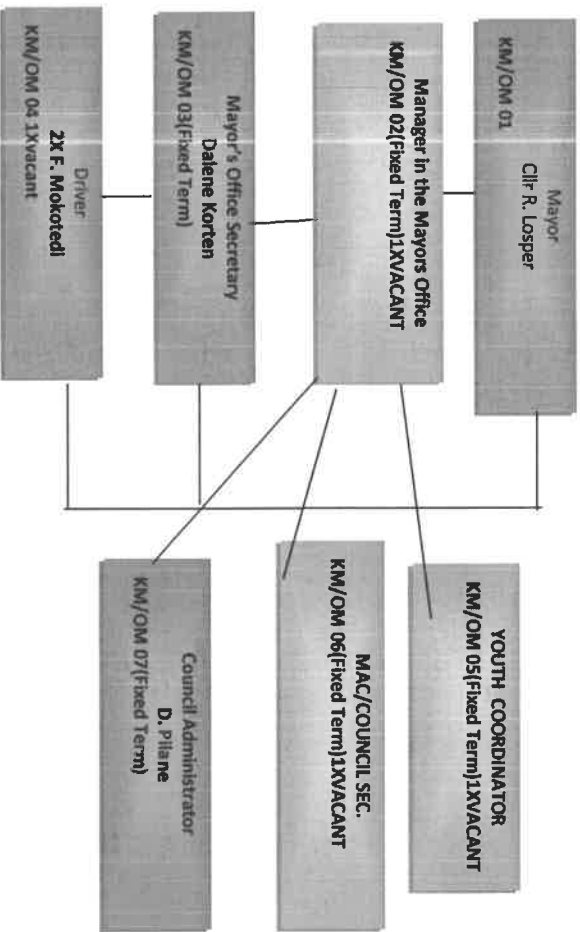
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## OFFICE OF THE MAYOR

The Mayor is the Political head of the Municipal Council and chairs all Council meetings. Since the Municipal Council is a Plenary type the Mayor serves on a fulltime basis. Besides being the Political head of the Council the Mayor's Office is responsible for certain administrative functions of which the Manager in the Mayor's Office is the head. Other areas that are covered in the Office include: Transversal issues like Youth Development, HIV/AIDS, People with Disability, Children Rights, Gender Issues and elderly issues and also coordination of the MPAC Secretariat

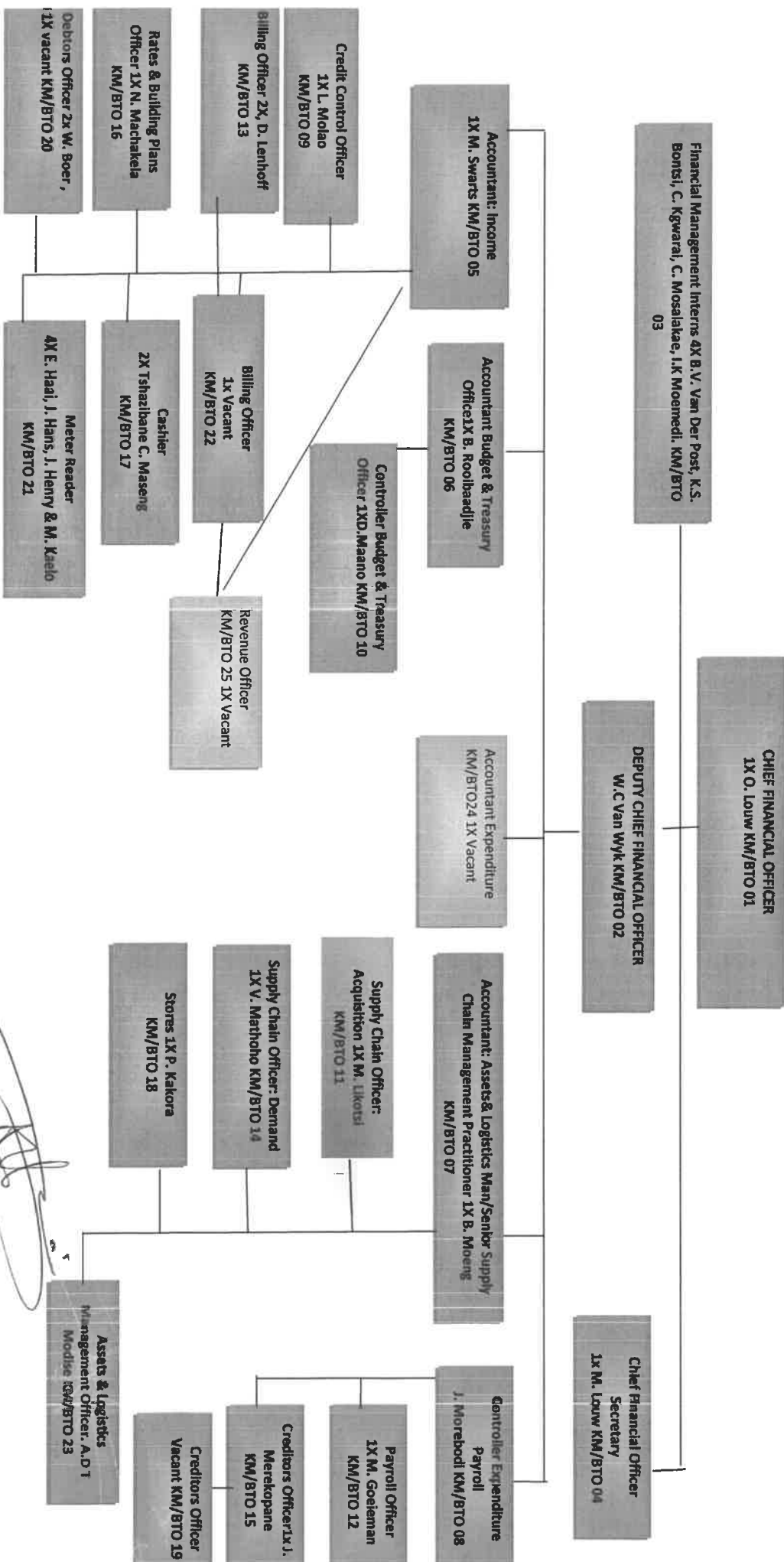




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## BUDGET & TREASURY OFFICE

*This Department is responsible for the financial management of the municipality, putting systems in place for proper financial management and managing the inflow and outflow of money in the municipality. The Department is responsible for the following: Financial systems, Budget and treasury, Revenue/income, Expenditure, Supply Chain Management and Assets Management and Stores*





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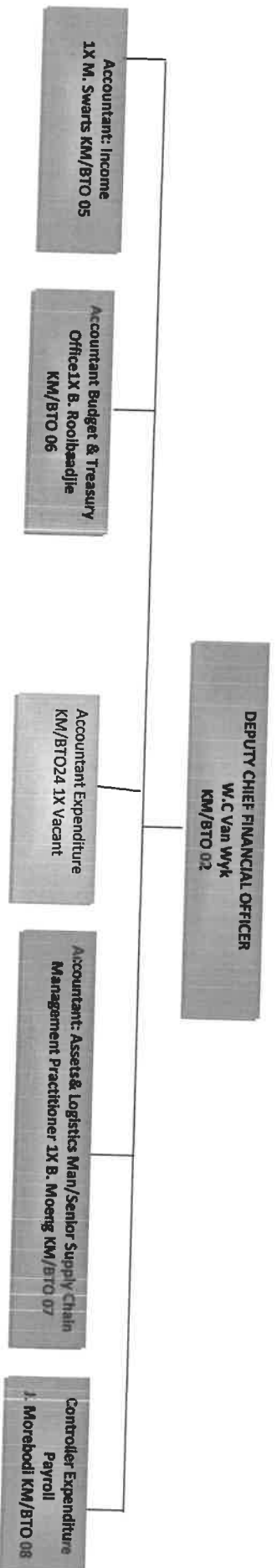




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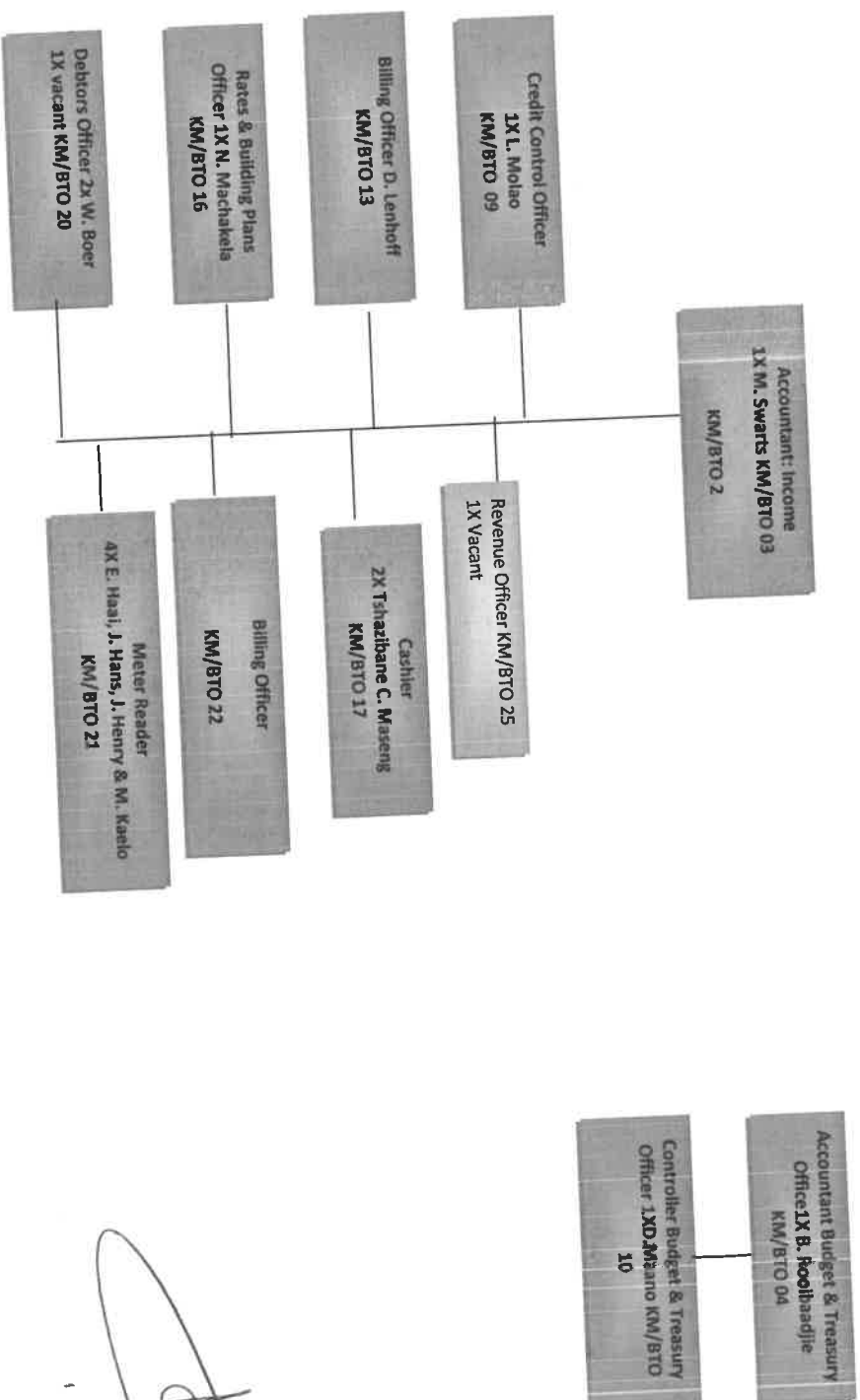
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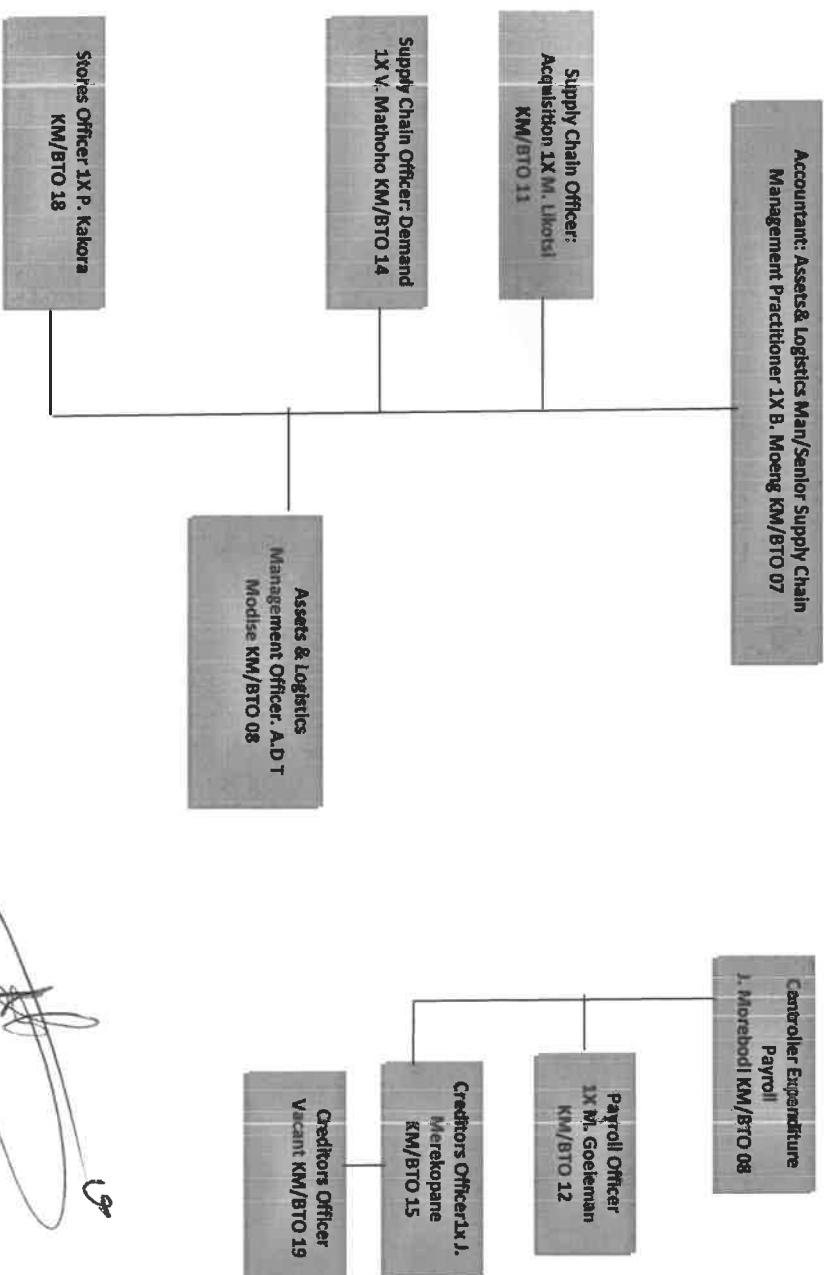
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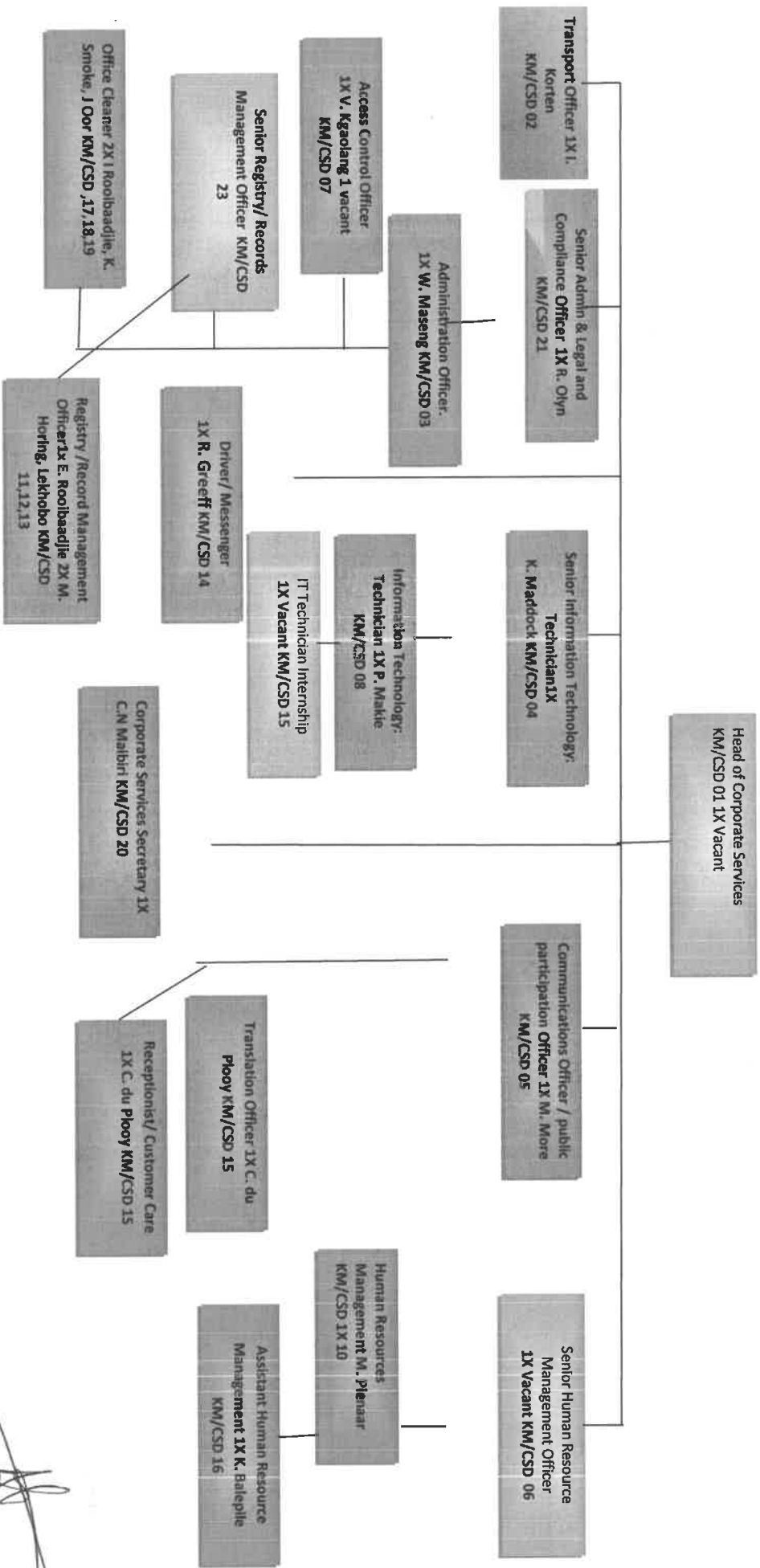
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## CORPORATE SERVICES

*This Department is responsible for the administration of the municipality. Key responsibilities are: Human resources and Skills Development, Municipal building/facilities, Legal matters, Compiling and management of all contracts, Sale of erven and the transfer of properties and Information and Communication Technology and Fleet management*

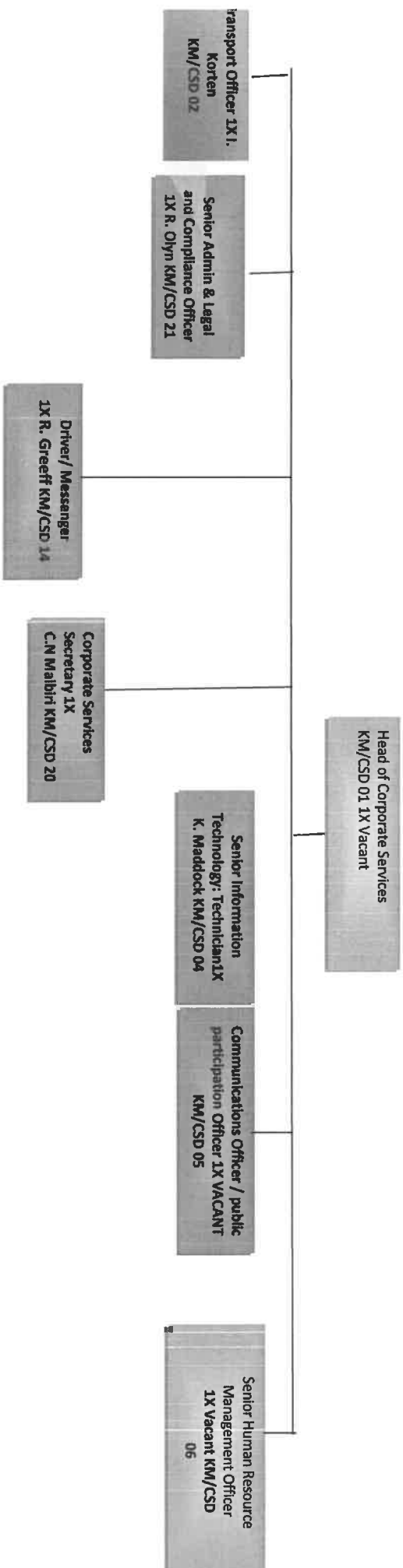




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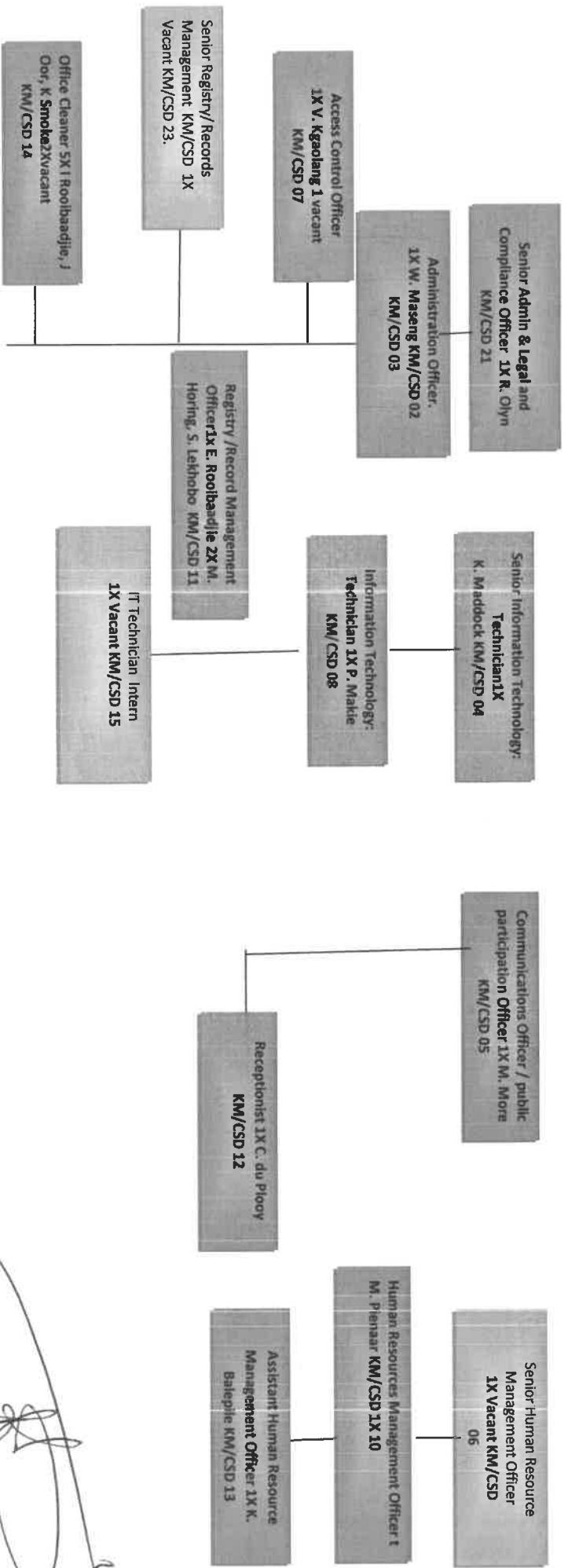
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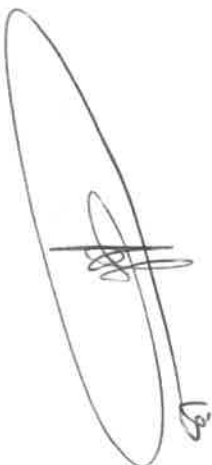
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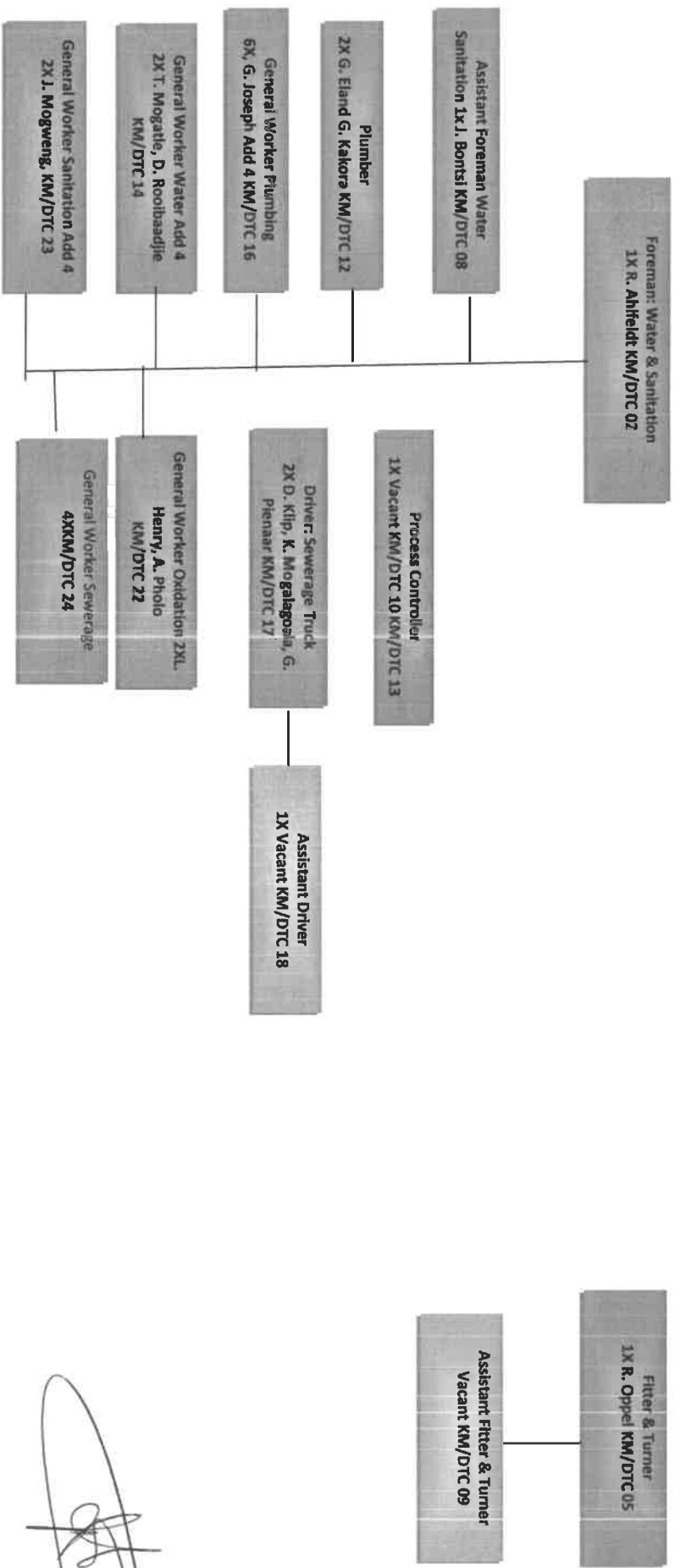
***This Department's main functions are to see to it that residents have basic services. The unit is responsible for: Basic Service delivery, Maintenance of all infrastructures, MIG Projects, Waste management and Coordinating the building of houses Town Planning, Land Use Management and the SDF***





## TECHNICAL & COMMUNITY SERVICE DEPARTMENT (TECHNICAL SERVICE UNIT OR SECTION)

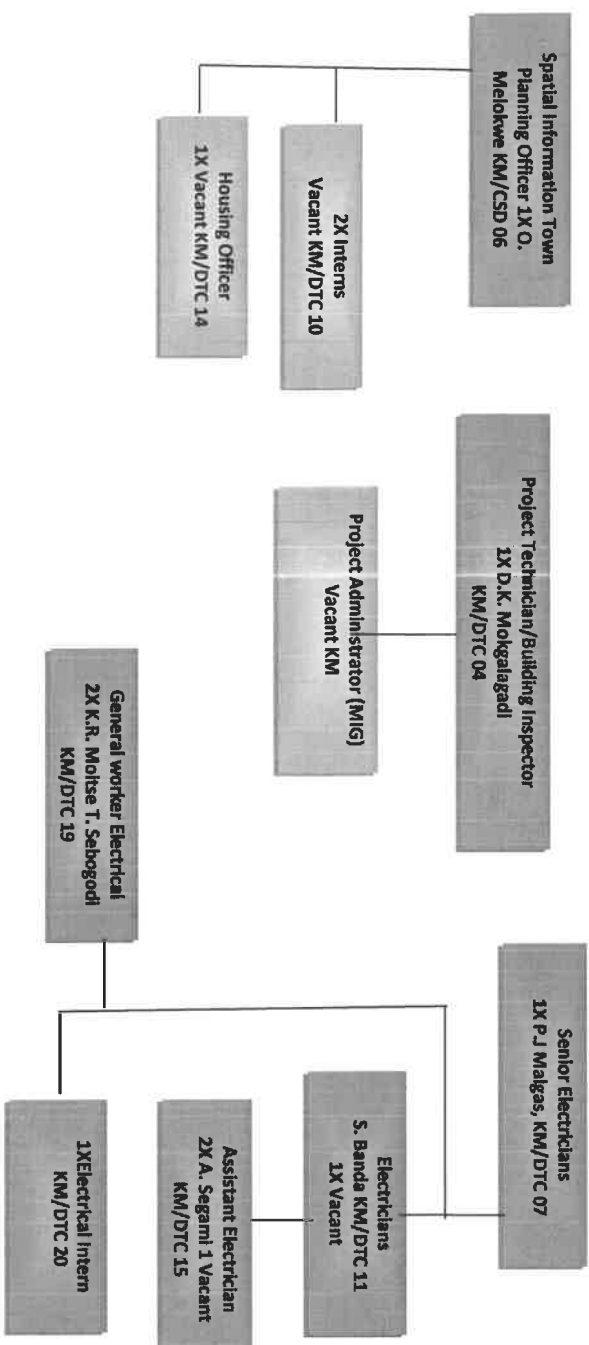
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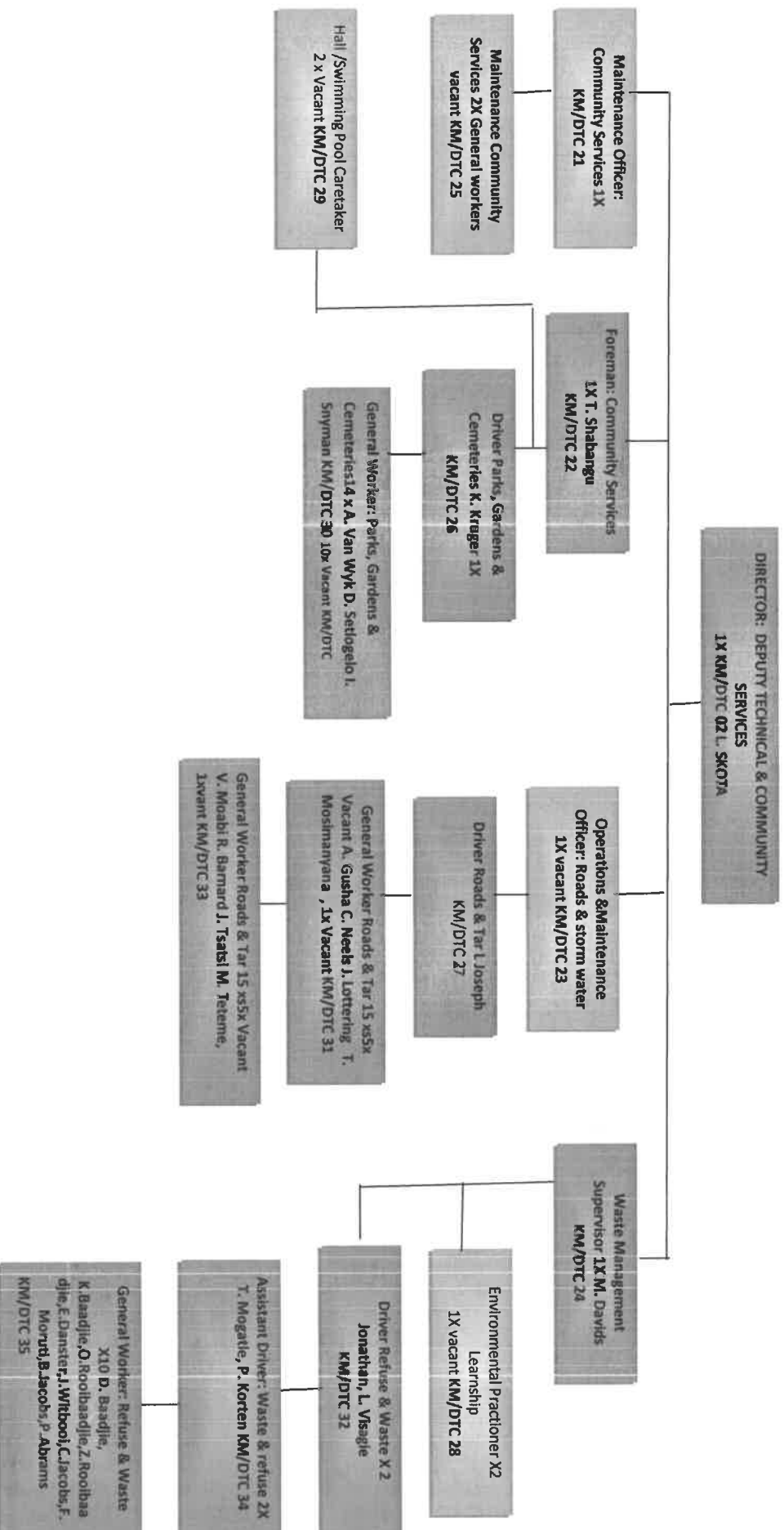
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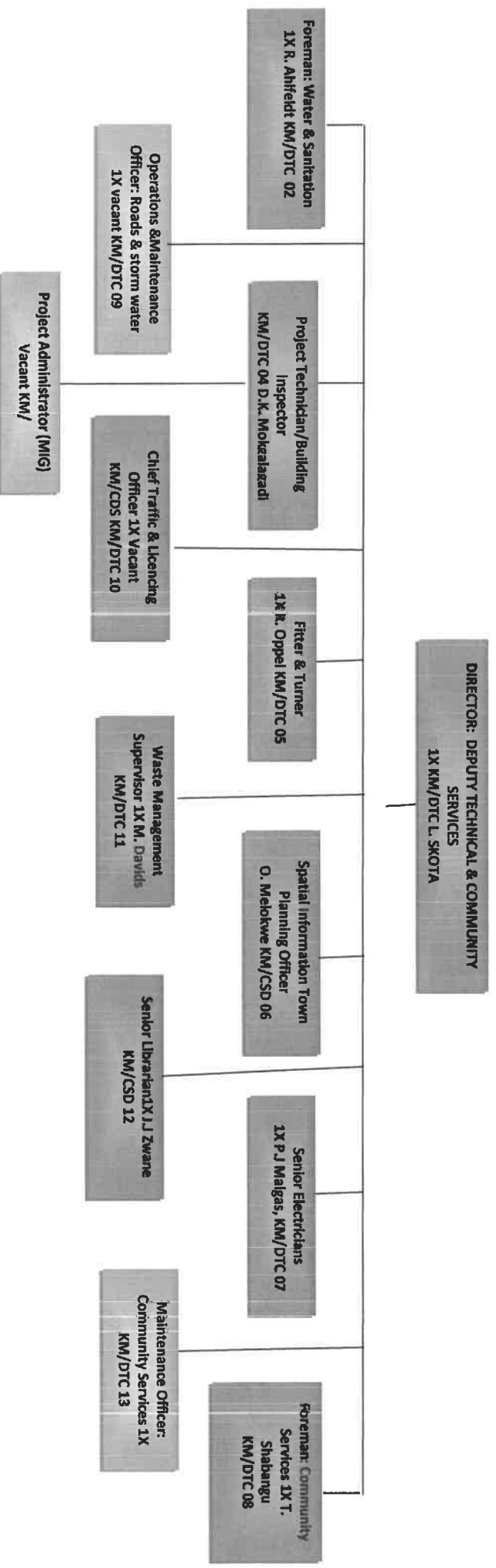




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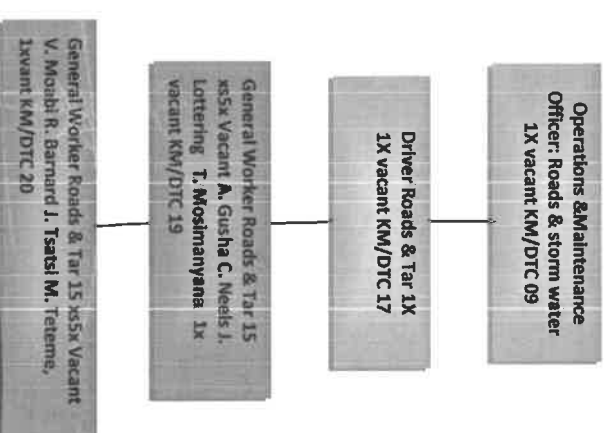
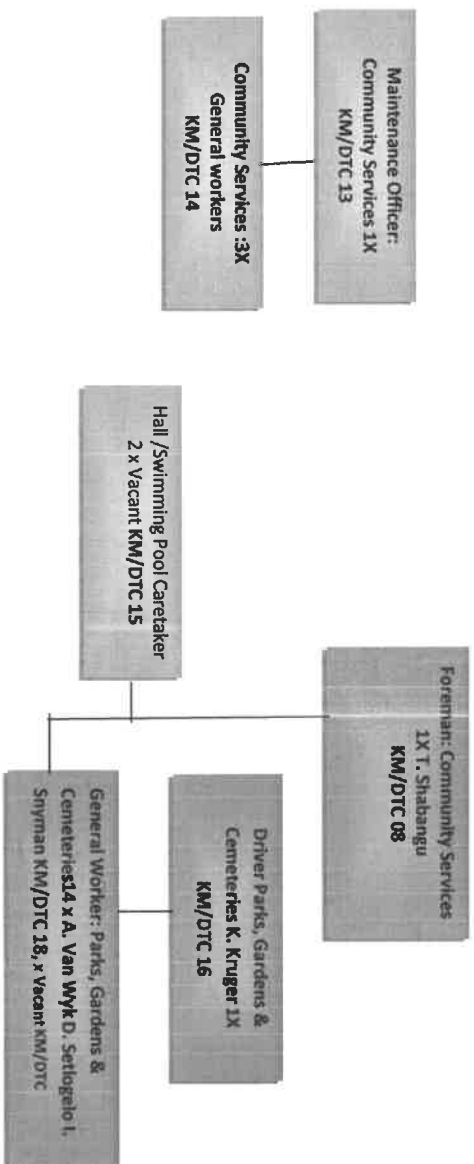




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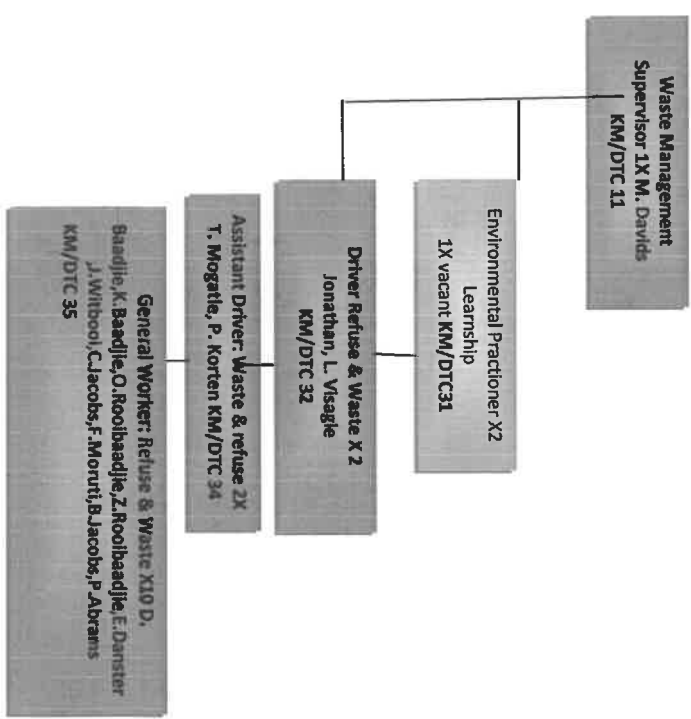
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**TECHNICAL & COMMUNITY SERVICE DEPARTMENT**  
**(COMMUNITY SERVICE UNIT OR SECTION TRAFFIC, LICENCING AND LIBRARY SERVICE)**

*Key responsibilities are: Traffic services, Library services*

