



SOUTH AFRICAN LOCAL
GOVERNMENT ASSOCIATION

SALGA

Inspiring service delivery

SALGA Governance support for the Transition

National Members' Assembly
20 May 2016

Background

- SALGA NEC in November 2015 approved the Framework for the Transition to guide municipalities through the transition during the 2016 Local Government Elections
- The Framework includes the governance support SALGA will be providing to municipalities prior to, during and after the election
- The timeline indicates the most critical activities relating to the elections
- The timeline reflect actions within the municipality and does not reflect the IEC timeline which will be developed by the IEC

TIMELINE

Preparation for the election – up to 2 August 2016	Election day 3 August 2016	Declaration of results no later than 10 August 2016 (7 days)	1st council meeting for metro and local – 14 days after declaration of results	1 st council meeting for district- 14 days after district reps appointed	Councillor Induction – After 1 st meeting of districts
Governance preparations by municipalities	Individual municipal support provided to IEC	Declaration of results by IEC and councillors declared elected	MM or designated official to chair meeting	MM or designated official to chair meeting	General CIP
IEC timeline for nomination and voters' roll		Social plan for incoming councillors	IEC to assist in election of office bearers	IEC to assist in election of office bearers	Sector specific induction
MEOs appointed			Office bearers and district reps elected	Office bearers elected	Ward Committee elections

Governance support

- A number of documents and guidelines have been developed to support municipalities with governance aspects prior, during and after the elections and in particular the aspects identified in the timeline developed
- Documents is aimed at providing assistance to outgoing executive councillors, the administration as well as the incoming executive councillors.
- A set of documents will be provided to all municipalities and it will be available on the SALGA website
- SALGA is also providing assistance to municipalities affected by boundary redeterminations

Governance support

Governance support prior to the election:

- Appointment and terms of reference for Municipal Election Officers
 - MEOs are appointed by the IEC, yet often being Municipal Managers
 - Set out the relevant legislative provisions
 - Other staff members may also be appointed as elections officers
 - Document provide guidance to municipalities on aspects to be considered in this regard
- Continued meetings of governance structures during the election period and the extent of delegation of powers to heads of administration during the transition
 - Provide guidance on the continued governance in the municipality not to impair service delivery and to ensure the approval of the budget and IDP

Governance support

Governance support prior to the election:

- Funding of municipal activities related to elections
 - Highlights the fact that local government specific legislation does not allow municipalities to fund party political activities
- Guideline for a report on strategic issues to bring to the attention of the newly elected political office bearers
 - Provides guidance on the preparation of hand over reports by outgoing executives
 - Provide guidance to the Executive Mayor / Mayor
 - Provide guidance to the Speaker

Governance support

Governance support prior to the election:

- The role of the Municipal Manager during the transition
 - Highlights the role of the Municipal Manager prior to, during and after the election
 - Role of the municipal manager is critical during the transition to ensure continuation of the administration
 - Identifies aspects that municipal managers should apply their minds to during the election period
 - A separate document on the first council meeting after the election has been developed to assist municipal managers

Governance support

Governance support prior to the election:

- Rules and Orders
 - A generic set of rules and orders for council and committee meeting have been developed
 - Aimed at strengthening the hand of the Speaker with regard to maintaining order in the meeting
 - Introduces a Sargent-in-arms to support the Speaker in a manner that does not require a legislative amendment
 - Municipalities are encouraged to adopt the rules in the current term of office

Governance support

Governance support prior to the election

- Constitutional Court matter on address requirement for voters' roll is being monitored and members will be informed of developments
- SALGA participates in the Inter-Ministerial Committee on Elections

Boundary redetermination specific actions:

- Assistance provided to municipalities affected
- SALGA part of the Change Management Committees
- Continued support will be provided up to and beyond the election on specific matters, such as the sect 12 notice
- SALGA drafted and circulated a draft section 12 notice to assist municipalities to prepare their input in this regard

Activities during the election:

- Guidelines for the first council meeting, including a draft agenda and oath for councillors
 - Guideline has been developed to guide the administration in arranging the first council meeting after the election
 - Draft agendas have been developed, differentiating between an executive mayoral systems and a collective executive system on order to address the different scenarios
 - Although an oath of office not legally required, a draft oath for councillors have been developed

Governance support

Activities during the election:

- Guideline Document on the Roles and Responsibilities of Political Structures, Political Office Bearers and the Municipal Manager
 - In addition to the existing SALGA document, a slightly simplified document highlighting the role of the executive councillors has been developed
 - The aim is to serve as a basic and first point of reference to guide newly elected executive councillors, especially those that are new to the sector
 - This will be strengthened by the Councillor Induction Programme and the sector specific induction to follow

Governance support

Activities after the election:

- Guideline for the appointment of municipal managers
 - The contracts of all municipal managers will come to an end no later than 2 August 2017
 - Councillors have in the past expressed the view that they need to be guided in the process of appointing municipal managers
 - A guideline had been developed setting out the process and requirements in board terms to sensitise councillors to the requirements for the process
 - Specific reference is made to the applicable legislation and regulations to be complied with

Governance support

Activities after the election

- The relationship between district and local municipalities and reporting mechanisms
 - The document provide guidance in broad terms to local and district municipalities on the interaction required and reporting mechanisms for councillors representing local municipalities in district councils to be put in place
- A flow chart explaining support, monitoring and the application of Section 139 of the Constitution
 - Assisting incoming councillors to understand the process should it be required

I THANK YOU