

IDP1 of 2020**Draft public participation schedule for 2019/2020 draft IDP/budget (ED: IDP) (18/1/18)**

To submit a draft public participation schedule to Section 80 Committee for discussion and adopt recommendation.

Background

IDP and budget are subjected to a public participation process, this activity is conducted on an annual basis and all staff and political leadership of the Municipality undertake the process quite actively and all Wards get visited and views get collected and an updated IDP matrix gets developed as a result.

The attached draft schedule was adopted and published to inform communities of the programme to be followed. It should be noted that as part of the process, the IDP and budget should be placed in places convenient to the communities so that they can go and read before the actual programme starts.

*** **Please find attached both the draft schedule Page 1 to Page 7**

Financial Implication

As a consequence of developing the schedule, it must be borne in mind that the actual preparations will require loud hailing as well as sound and microphones to facilitate easy communication during the meetings. The actual financial implication cannot be determined at this stage until the programme is finalised.

Legal Implications

- Local Government: Municipal Systems Act ; no 32 Of 2000
Chapter 4 (16) (1) A Municipality must develop a culture of municipal governance that complements formal representative government with a system of participatory governance, and must for this purpose-
 - (a) Encourage, and create conditions for, the local community to participate in the affairs of the Municipality, including in-
 - (i) The preparation, implementation and review of integrated development plan in terms of Chapter 5.

Recommendations

1. That Section 80 notes the draft public participation schedule.
2. That discussions and finalization of priorities in the IDP must take into account needs that were raised during public participation process.

IDP2 of 2020**TO REQUEST THE NOTING OF RISK MANAGEMENT IMPLEMENTATION PLAN FOR THE YEAR 2019/20(ED: IDP) (6/12/2/1)****PURPOSE**

To present the Risk Management Implementation Plan for the year 2019/20 to Sec 80 Committee for noting.

BACKGROUND

The Risk Management Implementation Plan forms part of the Risk Management Framework and must therefore be read in conjunction with the Risk Management Policy, as well as the Risk Management Strategy.

The risk management implementation plan for the Institution was prepared to give effect to the implementation of the risk management policy and strategy and sets out all risk management activities planned for the 2019/20 year.

The development of the risk management implementation plan has taken into consideration:

- The risk management policy;
- The risk management strategy;
- Available resources;
- Urgency, quick wins and sustainability.

The Risk Management Implementation Plan has been reviewed in July 2019 and was submitted to Council for consideration on the 18th September 2019 and the Council resolved (**18 SEPTEMBER 2019**):

1. That Council **TAKES NOTES** of the reviewed Risk Management Implementation Plan for the year 2019/20.
2. That the municipality reviews and updates its Risk Management Implementation Plan on an annual basis.

***** Attached find the Risk Management Implementation Plan to be noted on the Separate Cover 1.**

LEGAL IMPLICATIONS

The Constitution of the RSA Act 108 of 1996

Municipal Finance Management Act (Act No. 56 of 2003)

Municipal Systems Act (No. 32 of 2000)

The Disaster Management Act (No. 57 of 2002)

The Occupational Health and Safety Act (No. 85 of 1993)

Hazardous Substances Act (No. 15 of 1973)

National Treasury Framework Final Risk Management Framework for the public sector.

King Report on Corporate Governance, 2002 (King II).

ISO 31000, published in 2009

Information Technology Risk Framework

Criminal Procedure Act 51 of 1977

Security Officers Act 92 of 1987

Protection of Information Act 84 of 1982

National Archives Act 43 of 1996

Fire Brigade Act 99 of 1987

Intelligence Services Act 38 of 1994

FINANCIAL IMPLICATIONS

None.

RECOMMENDATION

1. That the Sec 80 Committee notes the Risk Management Implementation Plan for the year 2019/20.

IDP3 of 2020**TO REQUEST THE NOTING OF THE REVIEWED RISK MANAGEMENT STRATEGY FOR THE YEAR 2019/20 (ED: IDP) (6/12/2/1)****PURPOSE**

To present the reviewed Risk Management Strategy for the year 2019/20 to Sec 80 Committee for noting.

BACKGROUND

In terms of Treasury Regulations section 3.2.1 and the adoption of the Public Finance Management Act in 1999 infused the public service with municipality culture, which must add to its emphasis on external sanctions and include stronger internal controls with anticipatory management systems to assess the abuse of power, which is the central principle of risk management.

This is why risk management is central to managing the municipality as a whole, and why risk management is integral to planning, organising, directing and coordinating systems aimed at achieving municipality's goals and objectives.

The Risk Management Strategy (RMS) forms part of the Risk Management Framework of the municipality. The Risk Management Strategy guides the activities of Council, Municipal Manager, and the Risk Management Committee (RMC), Risk Management section as well as the risk owners and action owners. The municipality acknowledges that there are different risk management models and frameworks that institutions can implement in order to manage their risks.

The municipality utilizes the proposed Risk Management Framework as formulated by National Treasury and also follows the guidelines as stipulated in ISO 31000/2009.

Effective risk management is imperative for the municipality to fulfil its mandate, the service delivery expectations of the public and the performance expectations within the municipality.

The realization of our strategic plan depends on us being able to take calculated risks in a way that does not jeopardize the direct interests of stakeholders. Sound management of risk will enable us to anticipate and respond to changes in our service delivery environment, as well as make informed decisions under conditions of uncertainty.

Enterprise Risk Management (ERM) forms a critical part of any entity's strategic management. It is the process whereby an entity both methodically and intuitively addresses the risk attached to their activities with the goal of achieving sustained benefit within each activity and across a portfolio of activities. Enterprise Risk Management is therefore recognized as an integral part of sound organizational management and is being promoted internationally and in South Africa as good business practice applicable to the public and private sectors.

The strategy has been reviewed in July 2019 and was submitted to Council for consideration on the 18th September 2019 and the Council resolved (**18 SEPTEMBER 2019**):

1. That Council **TAKES NOTES** of the reviewed Risk Management Strategy for 2019/20.

The municipality will review and update its Risk Management Strategy annually.

*** **Attached find the Risk Management Strategy to be considered on the Separate Cover 2.**

LEGAL IMPLICATIONS

The Constitution of the RSA Act 108 of 1996

Municipal Finance Management Act (Act No. 56 of 2003)

Municipal Systems Act (No. 32 of 2000)

The Disaster Management Act (No. 57 of 2002)

The Occupational Health and Safety Act (No. 85 of 1993)

Hazardous Substances Act (No. 15 of 1973)

National Treasury Framework Final Risk Management Framework for the public sector.

King Report on Corporate Governance, 2002 (King II).

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Information Technology Risk Framework

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Security Officers Act 92 of 1987

Protection of Information Act 84 of 1982

National Archives Act 43 of 1996

Fire Brigade Act 99 of 1987

Intelligence Services Act 38 of 1994

FINANCIAL IMPLICATIONS

None

RECOMMENDATION

1. That the Sec 80 Committee notes the reviewed Risk Management Strategy for 2019/20.

IDP4 of 2020**TO PRESENT THE REVIEWED RISK MANAGEMENT POLICY FOR THE YEAR 2019/20 (ED: IDP) (20/2B)****PURPOSE**

To present the reviewed Risk Management Policy for the year 2019/20 to Sec 80 Committee for noting.

BACKGROUND

In terms of Treasury Regulations section 3.2.1 and the adoption of the Public Finance Management Act in 1999 infused the public service with municipality culture, which must add to its emphasis on external sanctions and include stronger internal controls with anticipatory management systems to assess the abuse of power, which is the central principle of risk management.

The Municipality is committed to the effective risk management and treatment of risk in order to achieve the municipality's objectives.

In terms of Section 62(1)(c)(i) of MFMA, the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and for this purpose must take all responsible steps to ensure that the Municipality has and maintains: Effective, efficient and transparent systems of financial and risk management and internal control."

The aim of Risk Management Policy is to ensure that the Municipality makes informed decisions with regard to the activities that it undertakes by appropriately considering both risks and opportunities.

It is important that employees become aware of the risks associated with their area of work and must manage these risks to be within tolerance level by using risk management response strategies outlined in the municipal risk management strategy.

The policy has been reviewed in July 2019 and was submitted to Council for approval on the 18th September 2019 and the Council resolved **(18 SEPTEMBER 2019):**

1. That Council **TAKES NOTES** of the reviewed Risk Management Policy for 2019/20.
2. That the reviewed Risk Management Policy for 2019/20 **BE SUBMITTED** to Council for **APPROVAL**.
3. That a workshop **BE CONDUCTED** for all Councillors of Matjhabeng Municipality.

The municipality will review and update its Risk Management Policy annually.

***** Attached find the Risk Management Policy to be noted on the Separate Cover 3.**

LEGAL IMPLICATIONS

The Constitution of the RSA Act 108 of 1996

Municipal Finance Management Act (Act No. 56 of 2003)

Municipal Systems Act (No. 32 of 2000)

The Disaster Management Act (No. 57 of 2002)

The Occupational Health and Safety Act (No. 85 of 1993)

Hazardous Substances Act (No. 15 of 1973)

National Treasury Framework Final Risk Management Framework for the public sector.

King Report on Corporate Governance, 2002 (King II).

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Information Technology Risk Framework

Criminal Procedure Act 51 of 1977

Security Officers Act 92 of 1987

Protection of Information Act 84 of 1982

National Archives Act 43 of 1996

Fire Brigade Act 99 of 1987

Intelligence Services Act 38 of 1994

FINANCIAL IMPLICATIONS

None

RECOMMENDATION

1. That the Sec 80 Committee note the reviewed Risk Management Policy for 2019/20.

IDP5 of 2020**Draft public participation schedule for 2018/2019 draft IDP/budget (ED: IDP) (14/1B)**

To submit a draft public participation schedule to Section 80 and progress report for discussion and adopt recommendation.

Background

Council has taken a decision on the 28th March 2018 that both the submitted IDP and budget be subjected to a public participation process. This activity is conducted on an annual basis and all staff and political leadership of the Municipality undertake the process quite actively and all wards get visited and views get collected and an updated IDP matrix gets developed as a result.

The attached draft schedule was adopted and published to inform communities of the programme to be followed. It should be noted that as part of the process, the IDP and budget should be placed in places convenient to the communities so that they can go and read before the actual programme starts.

Please find attached both the draft schedule as well as the progress report template on the IDP Matrix.

Financial Implication

As a consequence of developing the schedule, it must be borne in mind that the actual preparations will require loud hailing as well as sound and microphones to facilitate easy communication during the meetings. The actual financial implication cannot be determined at this stage until the programme is finalised.

Legal Implications

- Local Government: Municipal Systems Act ; no 32 Of 2000
Chapter 4 (16) (1) A Municipality must develop a culture of municipal governance that complements formal representative government with a system of participatory governance, and must for this purpose-
 - (a) Encourage, and create conditions for, the local community to participate in the affairs of the Municipality, including in-
 - (ii) The preparation, implementation and review of integrated development plan in terms of Chapter 5.

Recommendations

3. That Section 80 notes the draft public participation schedule.
4. That Section 80 notes the updated draft public participation report.
5. That discussions and finalization of priorities in the IDP must take into account needs that were raised during public participation process.