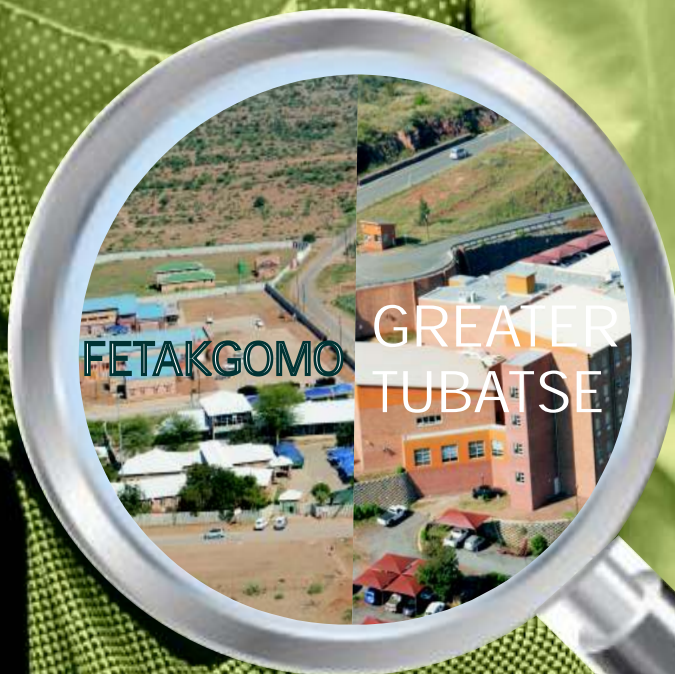


FETAKGOMO-GREATER TUBATSE

Amalgamation of Fetakgomo and Greater Tubatse Municipalities



STAKEHOLDER ORIENTATION BROCHURE



Moving together as one

History of local government in South Africa is intertwined with racially divided system of governance embedded in settler colonialism (see page 9 for the Summary of the History of Municipalities in South Africa).

As far as the history of local government goes, the election of transitional councils (popularly known as TLCs in 1995 was a major stride in laying the foundation for local government system as we know it. Legislatively, the White Paper on Local Government in 1998 has shaped the vision of a democratic and developmental local government.

All these culminated into an inclusive and democratic local government elections through which all areas in South Africa are falling under a municipality. As a historically disadvantaged area in the past, we have benefited under the new dispensation. For the first time in history we had a District Municipality with five local municipality.

Even way before the advent of the democratic and developmental local government, we have always embraced Sekhukhune as one unifying identity of our people. We understood the five local municipalities to be administrative tools to bring government closer to the people.

Yet the overarching understanding has always been that we are one Sekhukhuneland – a region built on the will of a warrior. We also view our commonality based on the backlog of historic and socio-economic issues that needs to be leveled. We are of a fibre of the warriors who fought in bitter, protracted and globally connected struggles with limited ammunition of spears, knobkerries, stones and all that could be found in defence of the dignity to be one.

From the pre-colonial wars of resistance in 1870s to the Sekhukhuneland Revolt of 1950s, our forebears fought for the cause of unity not in isolation of each other based on localities – from the valley of Thorometsane (Strydom Tunnel) to western end in Malebitsa, *re bana ba Thulare*.

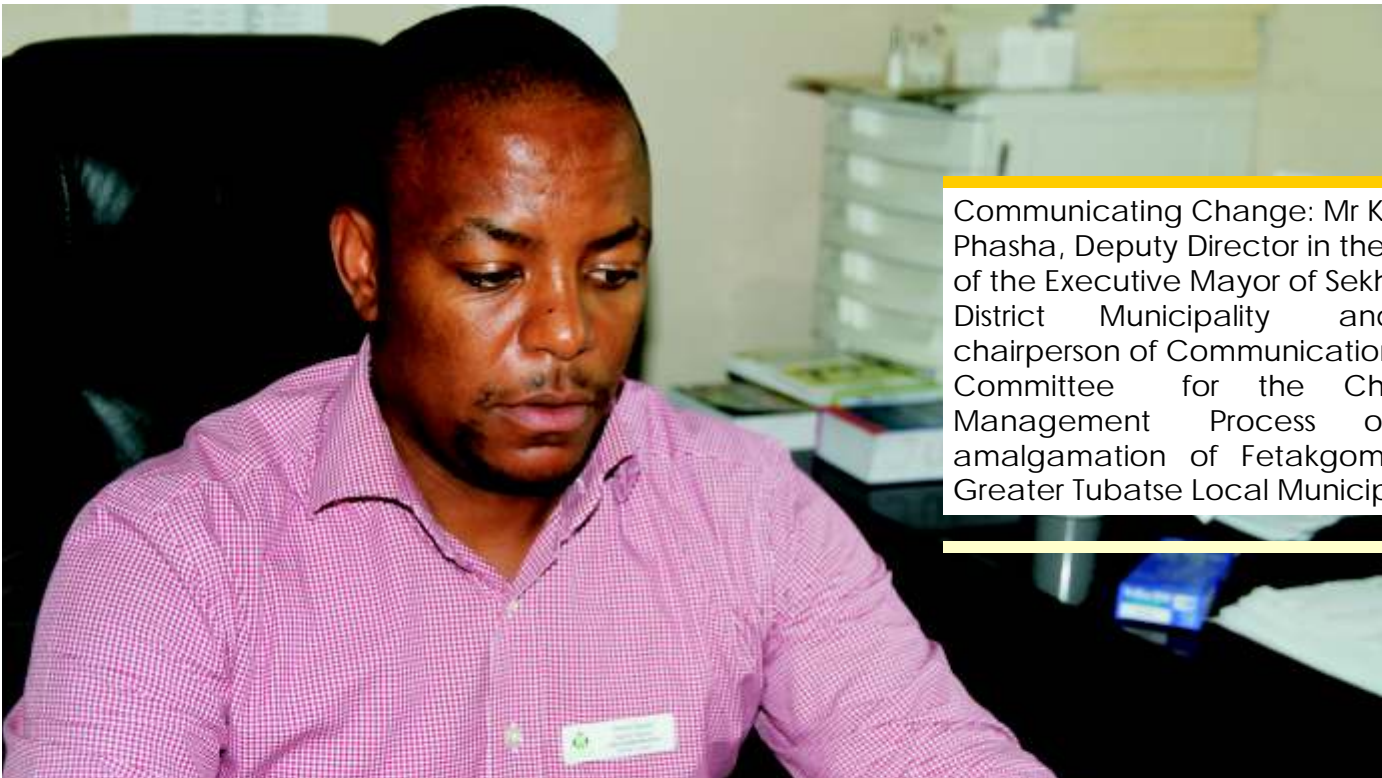
The amalgamation of Tubatse and Fetakgomo should be seen in a positive light as part of consolidating the unity and cohesion that has been illusive to the people of Sekhukhuneland for decades. From political and historic point of view we hope that remaining municipalities of Makhuduthamaga, Elias Motsoaledi and Ephraim Mogale will also be incorporated into one regional municipality - the City of Sekhukhune. This will set us in a higher trajectory of enhancing regional economic integration and giving impetus to service delivery which is something unobtainable as



Cllr Mogobo David Magabe, Executive Mayor of Sekhukhune District Municipality

we are currently operating in silos as competitors while we are essentially. The evolution of local government is bringing new challenges and one challenge is that of sustainable basic services as articulated in Section 51 of the Constitution of the Republic. It is against this background that national government together with Municipal Demarcation Board will from time to time reach review and reposition municipalities with the objective of capacitating them to meet their constitutional mandate.

We call upon both councils Fetakgomo and Greater Tubatse, political parties, traditional leaders, religious leaders and communities at large to support the amalgamation process and ensure that it gives birth to a credible and sustainable new municipality. As Sekhukhune District Municipality, working together with the Ministry of Cooperative Government and Traditional Affairs (COGTA) and Department of Cooperative Government Human Settlement and Traditional Affairs (COGHSTA) we coordinate support towards this process of amalgamating the two existing municipalities towards a new municipality.



Communicating Change: Mr Kgopelo Phasha, Deputy Director in the Office of the Executive Mayor of Sekhukhune District Municipality and the chairperson of Communications Sub-Committee for the Change Management Process on the amalgamation of Fetakgomo and Greater Tubatse Local Municipalities.

This Stakeholder Orientation Brochure aims to share information with all affected stakeholders on the amalgamation of Fetakgomo and Greater Tubatse Local Municipalities in Sekhukhune District Municipality of Limpopo Province.

This brochure summarises the journey travelled since the announcement by Ms Jane Thupana, Chairperson of the Municipal Demarcation Board regarding the outcome on requests received from former Minister of Cooperative Governance and Traditional Affairs Mr Pravin Gordhan. The former Minister Gordhan made the requests in line with section 22 of the Municipal Demarcation Act.

He had made the submissions to assist councils that are in a financially perilous state. Following these requests, the board further opted to broaden public participation and obtain further views and representations while investigations were conducted to gather more information.

These section 22 merger proposals were put forward with a view to improving councils' financial standing. Former Minister Gordhan's proposals were necessary as the department's (COGTA) assessment of councils in South Africa found that a third of municipalities were dysfunctional while a second third were at risk.


One justification that stands out is that several municipalities are not financially viable due to their geographic location and on the

concomitant tax or revenue base. Often, the financial viability in municipalities correlated with the inability of such municipalities to provide services to their communities and the right quality of standard in a consistent basis.

The proposals by COGTA followed an analysis in terms of the government's Back to Basics program which revealed that a number of municipalities were not able to fulfil their constitutional obligations.

Alongside other strategies that were said to have been put in place to address the challenge, it was suggested in some instances that the challenges were more structural and might be resolved through the re-determination of boundaries; hence the proposed re-determination of some municipal boundaries in the Eastern Cape, North West, KZN, Limpopo, Northern Cape, Mpumalanga, Free State and Gauteng Provinces.

In Limpopo Province, Mutale local municipality will be dissolved into the Thulamela and Musina councils, while sections of Thulamela merged with parts of Makhado local municipality. And our very own Fetakgomo and Greater Tubatse local municipalities will be amalgamated, as will Modimolle and Mookgopong local municipalities in Waterberg. *(continues in Page 3)*



(continues from Page 2)

It is now history that the Demarcation Board has finalized the assignment regarding the municipal demarcation and ward delimitation pertaining to 2016 elections. The record shows that from 1995 to 2000 elections, there was reduction from 843 to 284 in number of municipalities, from 2000 to 2006, reduced from 284 to 278 and from 2011 to 2016 elections to 267 municipalities. It is already been mentioned that the 'bass' word is 'sustainability' to enable service delivery.

The Limpopo province in 2000 had 32 councils, then in 2006 had 30 councils due to the abolished cross-boundary Municipalities. The current cases which are proposed is, the merger of Polokoane and Aganang, Tzaneen and Maruleng, Fetakgomo and Tubatse and finally the establishment of new municipality which will encompass Vhuwani and Malamulele areas.

We already know that the intention of the merger process is improving efficient municipal management and leadership. As part of monitoring and improving the governance outcomes, the South African Demarcation Board conducts a periodic assessments regarding powers and functions of Municipalities.

These exercises are undertaken with the sole intention of strengthening and capacitating our system of local governance. Then once the assignments are concluded, the Board from time to time advise various authorities on how best to execute the recommendations. Hence the assignment at hand, which is about to create a new sustainable entity out of the Municipalities of Fetakgomo and Tubatse.

Efforts of consolidating local government means that performance management and monitoring are perfected and became the integral part of the system.

And that the processes are always managed according to the script, in terms of matters around consultations of stakeholders, role players and various authorities.

The Local Government Municipal Structures Act 117 (act 117 of 1998) as amended, provides for myriad of steps and process to be undertaken to establish a municipality. This processes requires ample time for consultations, particularly to ensure that the sensitivities which are required by the notice are maturely managed satisfactorily amongst the stakeholders and the authorities.

We are now working with government communicators from Fetakgomo and Greater Tubatse Local Municipalities and role players and stakeholders within the municipal communications system.

We are attendant to building credibility for the amalgamation process and its implementing agent, the Committee on the Merger of Fetakgomo and Greater Tubatse Local Municipalities, among directly and indirectly affected parties and interested parties in the area, and among a range of target audiences in the area as well as nationally, guided by the framework of Government's objective with the merger of municipalities as part of the Gazetted process.

The efforts of the Communications Task Team are connected to that of the main task team where all stakeholders will be collectively planning for and building a municipality on the Good Governance Principles; Planning to avoid the mistakes of the past; and a new municipal entity with an energizing identity that empower – connect – and inspire citizens.

Teams at work for change

CHANGE Management Technical Task Team is the main coordinating body that comprise Local Municipal Managers, chaired by Municipal Manager of Sekhukhune District Municipality Ms Mapula Mokoko. The Political Change Management Task Team, formed by the local municipal mayors is chaired by Executive Mayor of Sekhukhune District Municipality Cllr Mogobo David Magabe.

Technical Task Teams or Sub-committees are Planning and Economic Development chaired by Mr Amos Matjia, Corporate services Chaired by Mr Phakane Phahlamohlaka, Finance chaired by Mr Charles Malema, Institutional chaired by Mr Ntheng Marobane.

The primary goal of the task teams or sub-committees is to thoroughly inform the main technical team led by Ms Mapula Mokoko about areas for consideration in building credibility for the amalgamation process, among directly and indirectly affected parties and interested parties in the area, and among a range of target audiences in the area as well as nationally, guided by Government's objective on the amalgamation of municipalities as part of ensuring smart improvement, sustainability and effective delivery on the constitutional mandate by the newly formed municipality.

According to Mr Ntheng Marobane, Chairperson of Sub-committee on Institutional arrangements, key topics across all sub-committees on the amalgamation of Fetakgomo and Tubatse Municipalities are in large measure already documented in the amalgamation brief which is the Gazette issued MEC Makoma Makhurupetje following the approval of proposals by former Minister of Cogta Mr Pravin Gordhan to the Municipal Demarcation Board. He added that although related to the merger must be truthful, accurate and factual, they will be promotional



in nature. There has been a great deal of concern about the affected communities been left out as well as suspicions of political expediency in the case of Ventersdorp and Tlokwe Municipalities merger.

With the excellent conduct by our political principals in this regard, the anticipated Public Participation Processes to initiate this merger must align to collectively planning for and building a municipality on the Good Governance Principles; planning to avoid the mistakes of the past; and a new municipal entity with an energizing identity that empower – connect – and inspire citizens.



Mr Ntheng Marobane, Chief Audit Executive and the Chairperson of Institutional Sub-committee during the presentation to the Political Change Management Committee at Thaba Moshate Resort in Burgersfort.

being there... completed the triangle

The history of the municipalities of Fetakgomo, Greater Tubatse and Sekhukhune District will be incomplete without a mention of Ms Mapule Mokoko.

She championed the administration of Fetakgomo Local Municipality into the most stable and admired municipality in the country despite its rural setting.

Her trail of world-class administrative leadership was blazed by repeated unqualified audit opinions by the Office of Auditor-general, as well as national and provincial accolades that followed. In deed Fetakgomo was an oasis of excellence in the midst of a desert of disclaimers and adverse audit opinions.

It was for this reason that Ma-Mokoko, as she is affectionately known, was recruited to Sekhukhune District Municipality's Office of the Executive Mayor. As she was setting her foot in the Executive Mayor's Office she was seconded to Greater Tubatse Local Municipality to sniff out some of the administrative impediments and bring about stability in the then troubled municipality.

As a combat ready foot soldier she was called to serve as Municipal Manager of Sekhukhune District Municipality. After calming a tidal wave of disclaimers and adverse audit opinions, her management team was commended for taking Sekhukhune in the right direction.



Ms Mapule Mokoko,
Municipal Manager
of Sekhukhune
District Municipality

In 2013/14 Financial Year, for the very first time since the establishment of Sekhukhune District Municipality, the District was given a clean bill of healthy financial state of affair as it earned the unqualified audit opinion from the Office of the Auditor-general.

Fast forward into 2016, Ma-Mokoko is entrusted with midwifery role of leading the technical Change Management Committee that would give birth to a new municipal entity out of the amalgamation of Fetakgomo and Greater Tubatse Municipalities.

Having served these organisations as head of administration in their most turbulent times put her in a better stead to steer the new entity into a sustainable footing.

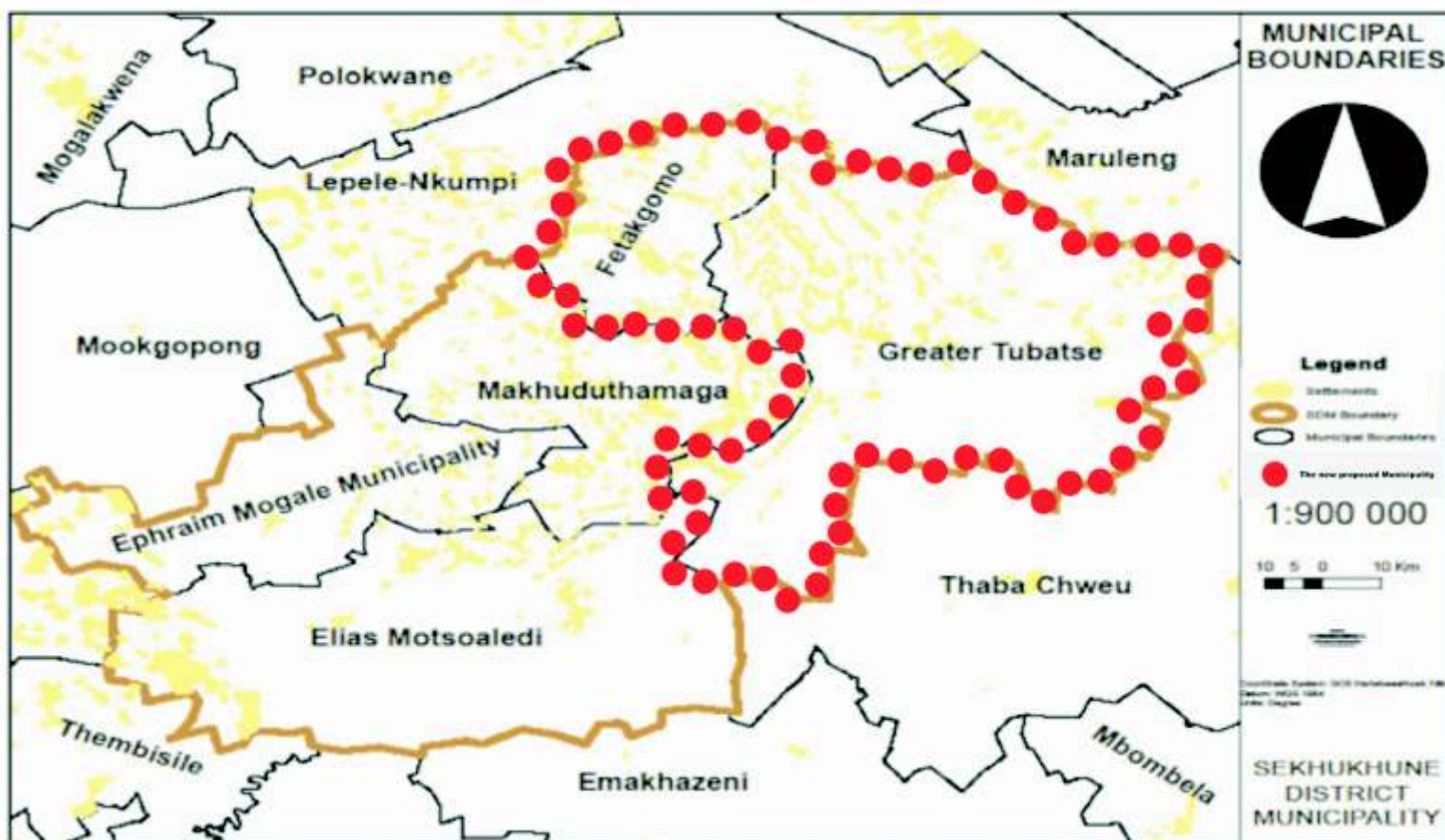
Her knowledge of dynamics within all the three affected municipalities (the District, Fetakgomo and Greater Tubatse) makes her a force to reckon.



Photo courtesy of the late Ms Vivian Sekuba

Communicating

THE CHANGE WE WANT



Communications Sub-Committee headed by Mr Kgopelo Phasha was entrusted with the role of facilitating the naming of the Municipality.

This means engaging the communities of Fetakgomo and Greater Tubatse in the process of naming their own municipality, and emerge with a name that represent their collective and shared values as well as an identity to be embraced by all.

This sub-committee will facilitate a panel to evaluate the suggested names, consult relevant bodies like Geographic Names Committee, and submit the three shortlisted names for council to make a determination. It is anticipated that the new name should be unveiled through public platforms accessible to the communities.

As part of avoiding mistakes of the past and preventing possible abuse of the new name by opportunists, the new name will be registered

as an intellectual property in line with all intellectual property protection laws and with all the relevant authorities.

The Sub-committee on Communications is also entrusted with the role of coordinating creative platforms and engage members of public to submit ideas for logo designs from the community guided by the political, geographic and economic profile of the new municipality.

This facilitation further includes rallying a team of experts to evaluate the suggested logos and recommended three shortlisted for approval. It is anticipated that the new name should be unveiled through public platforms accessible to the communities.

The new logo will be registered as an intellectual property in line with all intellectual property protection laws and will all the relevant authorities.

on the same page WITH MAGOŠI



Executive Mayor Cllr Mogobo David Magabe during interactions with Magoshi on development projects. Similar interactions are expected during consultations on the establishment of new municipality.

“
Traditional leaders as
leaders of communities and
custodian of land as well as
communal values and
identity of the District's
people
”

The Communications Sub-committee will facilitate a comprehensive stakeholder engagement programme with a total of 12 sessions with the communities through existing clusters within the affected local municipalities of Fetakgomo and Greater Tubatse.

These stakeholder consultative sessions are essential to soliciting the buy-in and success of the process.

The two municipalities of Fetakgomo and Greater Tubatse will be expected to draft a joint programme for IDP Public Participation. Traditional leaders as leaders of communities and custodian of land as well as communal values and identity of the District's people remain crucial in the process.

As such a series of sessions comprising traditional leaders from both the affected areas will be convened by the Communications Sub-committee and will be duly addressed by both Political and technical Change Management Committees.



Acting Kgoshikgolo K.K Sekhukhune, one of the traditional leaders in the affected areas. His headquarters are in Fetakgomo Local Municipality.

Summary of the History of Municipalities in SA

The evolution of South African Municipalities has started six centuries ago when Jan Van Riebeck set his foot in our shore in 1652, April 06. Since then local authorities assumed different forms, shapes and sizes. History will attest that the first municipalities which were established in the 1600 years period were purely influenced by commercial interest. The first municipality of Good Hope was formed by the company called Dutch East Indian Company (Verenigde Oost-Indische Compagnie). Its establishment purpose was to produce fresh agricultural produce and provide hospitalization to sea traders and further to make profit for the company. In the 1800 year period, when the British took over some of the areas of the Cape. They started to introduce their Westminster system, which allowed provision of minimum services and public service. The Union of South in the beginning of the 1900, it introduced its form of local authorities which was characterized by deep racial segregation and divisions. The immediate recollection of such systems, was there were so-called Rural local authorities and Peri-Urban local authorities which were mainly taking care of white farmers and more dependent on Provincial authorities and RSC levies. They were Urban Municipalities, which could not be sustainable because of the 'push and pull' economic factors. The migration of majority of the population from economically stressed areas to the urban centers rose high. In this case they had to apply repressive laws and ordinances to curb the movement of black people to the urban centers. The Black Local Authorities were established mainly in black townships and bantustans. These were characterized by weak administrations, poor standards of services, maladministration and insufficient funding. This history paints a picture which says that in every historical epoch,

there was a form of local authority or another. However at the core or the common denominator in all these formations, the intended was to undermine majority of the people and democratic values. Hence the 1993 Constitutional breakthrough represented a huge leap in the life and growth of local government in South Africa. The interim Constitution of 1993 (act 200,1993), ushered in a new dispensation and platform for statutory and non-statutory bodies to engage into negotiations, which brought birth to a new democratic local government. The Local Government Negotiation Forum (LGNF) was meant to achieve amongst others the democratic system of government and undivided South Africa and one citizenship.

After the marathon of serious discussions and negotiations, the Local Government Transitional Act of 1993 (act 2009,1993) was enacted. This act gave way to the establishment of Transitional Councils of, 5th November 1995, when the interim phase began. This phase was characterized by introduction of the councils existences of Transitional Municipalities, which began to align their financial, service boundaries with constitutional boundaries. The area of the current demarcated Sekhukhune Municipality had three of the encore towns of Groblesdal, Burgerfort and Marblehall opting for cessation in the transitional discourse of 1995. The essence of this conjuncture was a need for a democratic, legitimate and responsive local government to meet the needs of the people, irrespective of race and settlement areas. The phase also introduced the 'White Paper on Local Government', which signaled the birth of a democratic, yet developmental local Municipalities. The period from the year 2000 the democratic 'wall to wall' structures were put in place, systems both



in-terms of staffing and finances were established. The focus of this phase was to oil the machinery and adequately allocate resources, provide frameworks for the establishment of alternative service delivery models (included Utilities, PPPs, Municipal Entities, etc.). This frameworks were provided for, to aid Municipalities to speedily and efficiently execute their mandates. The Consolidation of local government meant that performance management and monitoring were perfected and became the integral part of the system. It was about improving Municipal management and leadership. As part of monitoring the Demarcation Board conducts periodic assessments regarding powers and functions of Municipalities. This exercises are undertaken with the sole intention of strengthening and capacitating our system of local governance. Then once the assignments are concluded, the Board from time to time advice various authorities on how best to execute the recommendations. Hence the assignment at hand, which is about to create a new sustainable entity out of the Municipalities of Fetakgomo and Tubatse.

Media as a vehicle FOR INFORMATION SHARING



Communications Sub-committee will also engage the media as a stakeholder and as the platform in raising the profile of the change management process through effective media interaction.

Broader media Platforms to be used include a website that reflects the amalgamation process with links to the existing municipal websites of Sekhukhune District Municipality, Fetakgomo Local Municipality and Greater Tubatse Local Municipality.

Social Media platforms such as Facebook and Twitter accounts will be set-up. Outdoor Media such as street pole adverts and electronic billboards will be used to activate awareness messages in the towns of Burgersfort and Apel which are headquarters of the two municipalities.

To project a unified messaging in all engagements with the media, a joint media statement will be released to inform media and public about the process. Subsequent to this a joint Media Networking Session will be convened with all key media stakeholders in particular local media to be addressed by three mayors (2 local mayors and the Executive Mayor)



and MEC for Cooperative Governance Human Settlement and Traditional Affairs (COGHSTA). A detailed follow-up publication on empowering media houses about the basic information on the new municipality will be published and distributed during the information sharing sessions. Develop information packages will include quick facts such as number of wards, Executive status and the erolling out of current activities (events) among the two merging municipalities in order to draw communities together in an illustrious way.

FINANCE SUB-COMMITTEE

Rands and cents together

The Finance Technical Sub-committee on Change Management of Fetakgomo and Greater Tubatse Municipalities has made progress in ensuring both municipalities are on the same page with regard to all budget and treasury related aspects.

The Sub-committee on Finance had a meeting with both the service providers contracted to the two municipalities to lay ground rules in ensuring that information on the two municipalities are in the manner that will allow consolidation in future.

This means methodologies used in determining the property valuations should be rationalised by the service providers. In the same breath property rates policy for the two municipalities have been reviewed for alignment and identified potential amendments on the policies.

The sub-committee has also confirmed that the two accounting systems used by the municipalities are compatible and information can be transferred. The Sub-committee is a step ahead in terms of assessing the amount of financial data in both the system, the complexity of transactions for each municipality.

The committee has also agreed that for payroll, the new municipality will use VIP and that both municipalities should start should start preparing themselves to move data to VIP and start using VIP from 01 July 2016. This means they will work closely with the Department of National Treasury to coordinate the report on financial systems compliant to the requirements after assessment.

Both affected municipalities were instructed to correct their asset registers as per Auditor-general's Reports, Individual asset registers to be finalised by end of March 2016 and an updated consolidated asset register to be finalised by May 2016. Distribution list of assets to new municipality will be finalised upon finalisation of the process to decide on the head office of the new municipality.

In terms tariff structure the municipalities were advised to prepare and submit their current tariff structure



Acting CFO Mr Charles Malema,
Chairperson of Finance Technical
Sub-Committee

including the cost drivers for each tariff. Alignment will be done by the committee in due course. Capacity training for both municipalities is very essential to the process as such all municipalities have attended the mSCOA training facilitated on behalf of National Treasury. The two municipalities has submitted their implementation plans to treasury and were approved by councils. Provincial Treasury will be expected to provide a report to confirm the status-quo relating to Mscoa implementation progress for the municipalities. The training and implementation will be monitored by the committee to ensure that the two municipalities comply to mSCOA implementation plan on a monthly basis. The committee urged Greater Tubatse Municipality to submit the implementation plan that is aligned to FTM plan to council for approval.

In terms of consolidated financial statements for both municipalities, the sub-committee resolved that the municipalities will individually prepare their own Annual Financial Statements (AFS) as at 30 June 2016 but the basis for the preparation will be changed as both municipalities will no longer be a going concern at 30 June 2016. The municipalities were instructed to prepare six months AFS as at 30 December 2015 by end of March 2016 to assist in preparation of consolidated AFS.

CORPORATE SUB-COMMITTEE

bread, butter for better



Speaker
Cllr Caroline Mathebe



Executive Mayor
Cllr Mogobo Magabe



Chief Whip
Cllr Colman Marota

The brief for Corporate Sub-Committee concerns the livelihood of the employees of the new municipality and how everyone will be affected.

The progress made by this sub-committee include the draft salary structure which is in place, ready for implementation. The sub-committee has already clarified the principles underpinning the salary structure as well as the minimum salary agreed in South African Local Government Bargaining Council.

The information available caters for minimum salary of a senior manager of a grade 4 municipality as well as difference between salary notches.

This Sub-committee has already made strides in terms of ensuring that the new municipality has the organizational structures in place comprising five departments and four offices.

The offices are Mayor's office, Municipal manager's office (Risk management & internal audit) Speaker's office and Chief Whip's Office, and . The departments are Technical services, Community services, Planning and Economic Development, Corporate services and Budget and Treasury Office.

The proposed organisational structure will be taken up with the Political Change Management Committee for consideration

and recommend the draft organisational structure to municipal councils for noting.

The legal implications of which is to ensure the new municipality fill posts that are provided for in the organisational structure. There are 560 posts in the two municipalities, Fetakgomo Local Municipality comprises 92 posts of which 83 posts are filled and 9 posts are vacant and funded.

On the other hand Greater Tubatse Local Municipality comprises 468 posts, of which 244 posts are filled and 224 posts are vacant and only 29 are funded.

In terms of By-laws that were developed and brought forward for incorporation, there is a list that states that 19 by-laws (financial, public road use, waste management, credit control, tariffs collection, billboard and display advertisement, culture and recreation, keeping animals, land-use management, cemeteries and crematoria, traffic, municipal property rates, refuse removal, by-law relating to street, standard childcare facilities, building regulations, rules and orders, SPLUMA). Greater Tubatse Local Municipality submitted copies and are current incorporated in the list.

The sub-committee confirmed that the Contract registers of the two municipalities are in place and updated, and the Political Change Management Committee noted the resounding progress relating to contract registers.

CORPORATE SUB-COMMITTEE

bread, butter for better

continues from page 12



Mr Phakane Phahlamohlaka, Director Corporate Services in Sekhukhune District Municipality and the Chairperson of Corporate Sub-Committee for the amalgamation of Fetakgomo and Greater Tubatse.

Management Committee for noting and to recommend the draft standing rules and orders to municipal council for noting. This is crucial as operating without rules will make arbitrariness the order of the day and normal business shall cease to exist.

Filing systems are indispensable in a process like this. As such the two municipalities have approved file plans. It's key among the recommendations by the sub-committee that the two municipalities finalise audits of both personnel and project files, and that the provincial archivist be roped in to determine which records must be disposed.

It was further recommended that the Department of Cooperative Governance, Human Settlements and Traditional Affairs be requested to fund the appointment of legal firm(s) to rationalise existing by-laws and develop new by-laws. This is necessary as there is no single municipality shall have two different policy regimes else there will be policy discord.

There is no progress registered in terms of the system of delegation as there is still work underway.

In terms of standing rules and orders, there is a draft standing rules and orders in place requiring inputs from stakeholders. The key issues requiring attention is in the area of disruption of meetings. This issue has been elevated to the Political Change

It's promptly realised from experience that lack of records can lead to unnecessary litigations with resultant fruitless and wasteful expenditures.

Corporate Sub-committee has also recommended that both South African Municipal Workers' Union (SAMWU) and IMATU (also a municipal union) be represented in the sub-committee, and that each union be represented by one representative from each municipality.

This will also be elevated to the Political Change Management Committee to note the union membership in the two municipalities to municipal councils for noting. This recommendation is held in a serious light as the representation in the local labour forum must be in accordance with the main collective agreements otherwise it shall be unlawful.

SDM ushers the CENTRAL SUPPLIER DATABASE

On Tuesday 19 April 2016 the Municipal Manager of Sekhukhune District Municipality issued CIRCULAR NO 8/2016 to all Service Providers. This Circular directs all prospective and existing service providers to register on the Central Supplier Database System. The Circular communicates transitional arrangements which include a move to ensure all current and prospective service providers register on the National Treasury Central Supplier Database on or before 01 July 2016. Further to this arrangement is that Sekhukhune District Municipality will not advertise the database as usual, and that Registered suppliers will be uploaded from the National Treasury Central Supplier Database to Sekhukhune District Municipality's system.

The Central Supplier Database (CSD) is a single database to serve as the source of all supplier information for all spheres of government. The purpose of centralising government's supplier database is to reduce duplication of effort and cost for both supplier and government while enabling electronic procurement processes. From 1 September 2015 prospective suppliers will be able to self-register on the CSD website www.csd.gov.za.

Suppliers can capture and update their information on the CSD at any time, in preparation for the utilisation of supplier data through procurement and financial systems used by all organs of state from 01 April 2016. The period from 1 September 2015 to 31 March 2016, will be referred to as the Interim Period.

Once information has been verified with external data sources, a unique supplier number and security code will be allocated and communicated to the supplier. Suppliers will be required to keep their data updated regularly and should confirm at least once a year that their data is still current and updated. Automatic re-verification of relevant supplier data against SARS, CIPC etc. will be done regularly (daily, weekly, monthly, etc.) as required.

Apart from registering and capturing supplier information on the CSD, suppliers currently on any database of organs of state need to maintain their

records through the current supplier systems for the period 1 September 2015 to 31 March 2016. During the interim period, suppliers must provide their CSD supplier number and unique security code as well as any other relevant documentation (not yet electronically verified by the CSD) to the organs of state. Organs of state will use the CSD supplier number and unique security code to view/print the verified supplier information from the CSD in order to maintain their current supplier databases.

Why should a supplier register on the CSD?

- Suppliers will only be required to register once when they do business with government;
- A supplier will be able to ensure their data is up-to-date, complete and accurate;
- Standardised and electronic verification of supplier information leading to reduced fraud with paper copies and manual processes;
- Supplier will not be required to submit physical tax clearance and business registration certificate to organs of state; and single source of supplier information to all organs of state.

What will be required for suppliers to register?

All suppliers will be required to complete required information on the CSD website and must ensure it is complete, accurate and comprehensive. The following would be amongst the required information:

Supplier information i.e. supplier type, identification number, supplier name, trading name and country of origin; Supplier contact i.e. preferred contact person, preferred communication method, email address, cell phone number, telephone number, etc.;

Supplier address i.e. country, province, municipality, city, suburb, ward and postal code; Bank account information; Supplier tax information; Ownership information, i.e. name and identification number of directors, members etc.; Association to any other suppliers i.e. branch, consortium member etc.; and Commodities the supplier can supply.

A valid email address, identity number, cell phone number and bank account details are mandatory in order to register on the CSD. Apart from the above, it is foreseen that B-BBEE information will be included in the CSD. SEE CIRCULAR NUMBER 8/2016 ON THE BACKPAGE



INSTITUTIONAL SUB-COMMITTEE

“investing in strong institutions as compared to strong men” **Barrack Obama**

Greater Tubatse Municipality Headquarters, Burgersfort



Fetakgomo Municipality Headquarters, Apel



Institutional Technical Sub-committee on Change Management hit the ground running in a bid to get institutional arrangements for both municipalities on the right track. As it stands all municipalities have functional audit committees, the Audit Committee details were provided to the sub-committee for scrutiny. The contracts for Fetakgomo and Greater Tubatse Municipalities expire on 31 August 2016 and 31 May 2017 respectively.

The Sub-committee resolved that the Audit Committee of Tubatse Municipality be used in the new Municipality, and that the item serve in the two municipalities. The sub-committee also confirmed that all municipalities have functional Risk Committees (RMC), and that all RMC are Chaired by independent persons, they also expired on 31 August 2016 and 31 May 2017 respectively.

It was further resolved that the RMC Chair of Tubatse Municipality be used in the new Municipality until the expiry of the contract, and that the item serve in the two municipalities.

This sub-committee has also considered the consolidation of IT systems for HR and Salary, financial reporting and financial statements, and that both municipalities use Venus and Munsoft applications respectively as financial systems. In terms of administrative systems it was agreed that the Greater Tubatse Municipality and Fetakgomo Municipality use PayDay and VIP applications respectively as payroll and Human Resources management systems. With regard to the use of common systems both municipalities use Caseware and ESRI GIS.

CaseWare is a financial reporting and accounting system used to ensure compliance with International Standards on Auditing, Generally Recognized Accounting Practice (GRAP) and International Financial Reporting Standards (IFRS) and related matters whereas ESRI GIS is a Geographic Information System that integrates hardware, software, and data for capturing, managing, analyzing, and displaying all forms of geographically referenced information.

The GTM and Fetakgomo municipalities do not have Enterprise Resources Plan (ERP). The ERP is a business management software that allows an organization to use a system of integrated applications to manage the business and automate many back office functions related to technology, services and human resources. Fetakgomo and the Greater Tubatse Municipality applications operate as isolated applications and require manual export and import of data from one application to the other.

Organisational Structure of the new Municipality to have ICT Governance Sub-Unit and Information Security position. GTM to finalize the development of the IT Strategic Plan and ensure approval by current Council. Consult Microsoft, ESRI South Africa and CQS Technologies to initiate the merging of software licenses for Microsoft, ESRI GIS and Caseware. Either GTM appoints new members of the ICT Steering Committee or Fetakgomo's Committee also cover GTM issues.

STAKEHOLDER ORIENTATION BROCHURE

FETAKGOMO-GREATER TUBATSE

Amalgamation of Fetakgomo and Greater Tubatse Municipalities



For more information and further updates kindly contact

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