

REQUEST TO TIMEOUSLY FINALIZE THE 2024/25 ORGANISATIONAL MACRO STRUCTURE OF THE LANGEBERG MUNICIPALITY (2/3) (MUNICIPAL MANAGER)

PURPOSE OF THE REPORT

Request to timeously finalize the 2024/25 Organisational Macro Structure of the Langeberg Municipality for submission to Council on 27 March 2024 together with the draft IDP and draft Budget.

BACKGROUND

1. Members of MAYCO and the Strategic Management Team met on 11 September 2023 and as a result of deliberations on the day, the following draft Macro Structure, as attached in Annexure "A", was proposed for the 2024/25 financial year.
2. Members of the SMT had a follow-up meeting on 9 February 2024, as part of the preparation of the Operational and Capital Budgets for 2024/25 financial year Budget, and as a result of the outcome of the process, proposed that the present Macro Structure of the Langeberg Municipality, as attached, in Annexure "B", be retained for the 2024/25 financial year, inclusive of some minor changes and transfer of functions between directorates.

Recommendation

Members of MAYCO consider and finalize the draft Macro Organisational Structure to accompany the draft IDP and draft Budget to be submitted to Council at its meeting of 27 March 2024.

NOTE: The annexure was distributed as part of the agenda for the Special Mayco of 13 March 2024 (pg. 05 – 08)

This item served before the Special Executive Mayoral Committee on 13 March 2024

Hierdie item het voor die Spesiale Uitvoerende Burgemeesterskomitee gedien op 13 March 2024

Aanbeveling / Recommendation

1. That the Macro Organisational structure of Langeberg Municipality from 1 July 2024 be approved as follows:

1. **MACRO STRUCTURE**

1.1 **Municipal Manager's Office with five directorates**

- 1.1.1 Directorate: Engineering Services
- 1.1.2 Directorate: Corporate Services
- 1.1.3 Directorate: Financial Services
- 1.1.4 Directorate: Community Services
- 1.1.5 Directorate: Economic, Social and Integrated Development Services

1.2 **Municipal Manager's Office**

- 1.2.1 Internal Audit
- 1.2.2 Risk Management
- 1.2.3 Fraud and Financial Misconduct Prevention
- 1.2.4 Investment Office

1.3 **Engineering Services**

- 1.3.1 Civil Engineering Services
- 1.3.2 Electrical Engineering Services
- 1.3.3 Solid Waste Management

- 1.3.4 Project Management
- 1.3.5 Statutory and Town Planning

1.4 **Corporate Services**

- 1.4.1 Administrative Support and Property Management
- 1.4.2 Governance Support
(including Service Delivery Call Centre)
- 1.4.3 Human Resources
- 1.4.4 Labour Relations
- 1.4.5 Traffic and Law Enforcement Services
(including Security and Anti-Illegal Land Occupation Services – External Contractor)

1.5 **Financial Services**

- 1.5.1 Financial Statements and Reporting
- 1.5.2 Costing and Budget
- 1.5.3 Supply Chain Management
- 1.5.4 Income Services
- 1.5.5 Expenditure Services

1.6 **Community Services**

- 1.6.1 Community Facilities
- 1.6.2 Parks & Amenities
- 1.6.3 Human Settlements Administration
- 1.6.4 Libraries
- 1.6.5 Fire and Disaster Management Services
(Including Public Emergency Communications Centre)

1.7 **Economic, Social and Integrated Development Services**

- 1.7.1 IDP & PMS
- 1.7.2 LED & Rural Development
- 1.7.3 ICT (inclusive of PABX System to be transferred from Corporate Services)
- 1.7.4 Communication