

ITEM 110**WRDM****OFFICE OF THE MUNICIPAL MANAGER: APPROVAL OF THE WRDM
2023 ORGANISATIONAL STRUCTURE**

4/1

PURPOSE

The purpose of the Item is to present to Council the 2023 Organisational Structure of the West Rand District Municipality attached as *Annexure "A"* for consideration and approval.

BACKGROUND

On *1 December 2022*, WRDM Council per resolution *149*, approved draft "Revised Organisational Structure", and was resolved as follows:

RESOLVED THAT:

1. *The Council takes note of-*
 - 1.1 *the report on the draft revised organisational structure for 2022;*
 - 1.2 *the costing of the draft revised organisational structure to the total amount of R292 756 159, 02 compared to the previous structure (2017) which cost R323 296 693, 15, with a movement of R30 540 534. 13*
2. *Council approves the revised 2022 organisational structure.*
3. *The Municipal Manager submits the report on the revision of the Organisational Structure to the MEC for Co-operative Government and Traditional Affairs for further consideration.*
4. *The Municipal Manager submits to Council the feedback from the MEC for adoption.*
5. *Placement and migration of staff be conducted as guided by the SALGBC Placement and Migration guideline after the council approves the organisational structure.*

In terms of the legislative provisions the Local Government: *Municipal Systems Act, 2000 (No.32 of 2000)*: Local Government: Municipal Staff Regulations of 20 September 2021 (Regulations), provides the following processes that must unfold after the submission of the initial report to the MEC as per sub-regulation (7):

(7) *Within 14 days of the Municipal Council approving the submission referred to in sub-regulation (4), the WRDM must submit to the MEC a copy of the –*

- (a) *staff establishment*
 - (b) *council resolution; and*
 - (c) *reports informing the staff establishment, if any*
- (8) *Within one month of receiving the documents referred to in sub-regulation (7), the MEC must consider the proposed staff establishment and submit comments to the municipal council,*
- (a) *if the MEC does not provide comments with the period referred to in sub-regulation (8), the municipal council may finally approve the municipality's staff establishment.*
 - (b) *the municipal council must consider any comments received from the MEC and thereafter adopt the staff establishment.*
- (9) *Within 30 days of the municipal council finally adopting the staff establishment, the WRDM must submit to the MEC-*
- (a) *a copy of the adopted staff establishment;*
 - (b) *the council resolution adopting the staff establishment;*
 - (c) *the reports informing the staff establishment, if any; and*
 - (d) *the reasons for rejecting the MEC's submissions, if any.*
- (10) *Within 14 days of receiving the documents referred to in sub-regulation (9), the MEC must submit the documents referred to in sub-regulation (7) and (9) together with a copy of the MEC's comments referred to in sub-regulation (8) to the Minister.*

DISCUSSION:

Subsequent to the approval of the Organisational Structure, the Executive Mayor on 13 December 2022, submitted a copy of the structure together with the Service Delivery model to the MEC for Local Government in Gauteng for inputs and comments.

The MEC responded, requesting WRDM to include the Political Office Bearers in the Organisational Structure and further requested that such amendments be submitted to his office for consideration before the structure is presented to Council for final approval.

Submission was made to the MEC on 23 March 2023, to date no feedback was received from the MEC despite a number of telephonic and email reminders WRDM has been forwarding to the MEC Office.

The non-response action by the Office of the MEC means that the MEC did not comply with sub-regulation (8) which states that “*within one month of receiving the documents referred to in sub-regulation 7 above, the MEC must consider the proposed staff establishment and submit comments to the Municipal Council*”

8 (a) if the MEC does not provide comments within the prescribed period referred to in sub-regulation (8), the municipal council may finally approve the municipality's staff establishment,

(b) The municipal council must consider any comments received from the MEC and thereafter adopt the staff establishment.

Council is therefore authorised by sub-regulation (8) (a) and (b) to proceed with the final approval of the municipality's staff establishment. The WRDM is required to ensure Council finalises the staff establishment reporting by submitting the report to the MEC as contemplated in sub-regulation (9).

FINANCIAL IMPLICATIONS

The costing of the Organisational Structure for the 2023/24 financial year would be R292 756 159.02 compared to the 2017 structure which costed R323 296 693.15. As a result, WRDM with the 2022 Organisational Structure has a savings of R30 540 534.13.

RECOMMENDATION THAT:

1. Council considers the report regarding the final approval of the 2023 Organisational Structure of the West Rand District Municipality.
2. Council approves the final Organisational Structure of the West Rand District Municipality attached as *Annexure "A"*.
3. The Executive Mayor be mandated to submit the report on the approval of the final Organisational Structure to the MEC for Co-operative Governance and Traditional Affairs for submission to the CoGTA Minister.
4. Placement and migration of staff be conducted in accordance with the South African Local Government Bargaining Council (SALGBC) Placement and Migration Collective Agreement following the final approval of the Organisational Structure by the Municipal Council.
5. The Municipal Manager to establish the Placement Committee that will facilitate the placement process.



GAUTENG
it starts here.

WRDM

ORGANIZATIONAL STRUCTURE: 2023

Council approved date: 2022-12-01


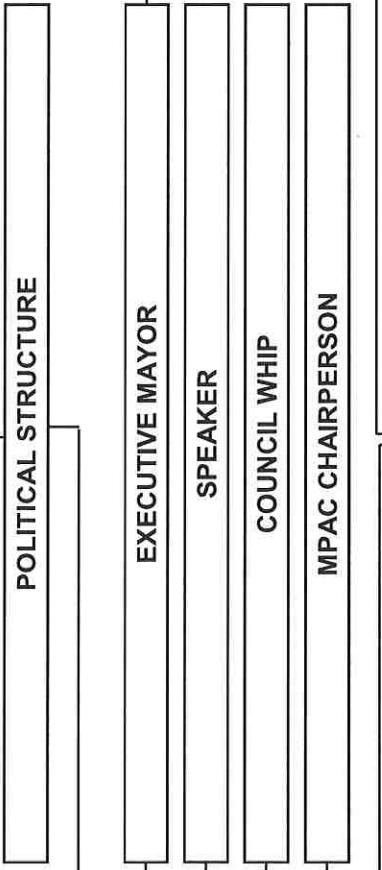
Council Resolution Number: 149

634 Posts
392 Employees in service
242 Vacant posts

**WEST RAND DISTRICT MUNICIPALITY
MACRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE**

MUNICIPAL COUNCIL

MUNICIPAL MANAGER

POLITICAL SUPPORT UNIT

PURPOSE: Provision of administrative support

FUNCTIONS:

1. Provide office support services to Political Office Bearers
 - a) Secretariat services
 - b) Administrative support services
 - c) Research and advisory services
 - d) Management of Petitions
2. Coordination of Mayoral special programmes
 - a) Gender, youth and people living with disability
 - b) Education support programmes
 - c) Service delivery war room programmes
 - d) Multisectoral coordination of HIV and AIDS programmes

ADMINISTRATIVE STRUCTURE

PURPOSE: TO ENSURE THAT MUNICIPAL SERVICES ARE ADMINISTERED IN ACCORDANCE WITH THE OBJECTIVES OF LOCAL GOVERNMENT AS PRESCRIBED IN CHAPTER 7 OF THE CONSTITUTION

FUNCTIONS:

1. Provide Corporate Services to the municipality in support of the efficient execution of its functions and obligations in accordance with the IDP
2. Manage the Financial Department to ensure financial viability, compliance and reporting of the municipality and to coordinate, facilitate and provide capacity building in the region as a whole as contained in the IDP
3. Manage health and Social Development in accordance with legislation, policies and the IDP
4. Manage Public Safety in accordance with legislation, policies and the IDP
5. Manage Regional Development Planning & Environmental Management in accordance with legislation, policies and the IDP
6. Manage Technical Support Services in accordance with legislation, policies and the IDP
7. Manage Regional Economic Development in accordance with legislation, policies and the IDP
8. Provide strategic leadership in the provisioning of governance and transformation support services within the municipality

MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: INSTITUTIONAL PLANNING TRANSFORMATION & GOVERNANCE: CHIEF OF STAFF

MUNICIPAL COUNCIL: Political Structure: Political Office Bearers

PURPOSE: Provide political oversight of the municipality's functions, programmes and the management of the administration

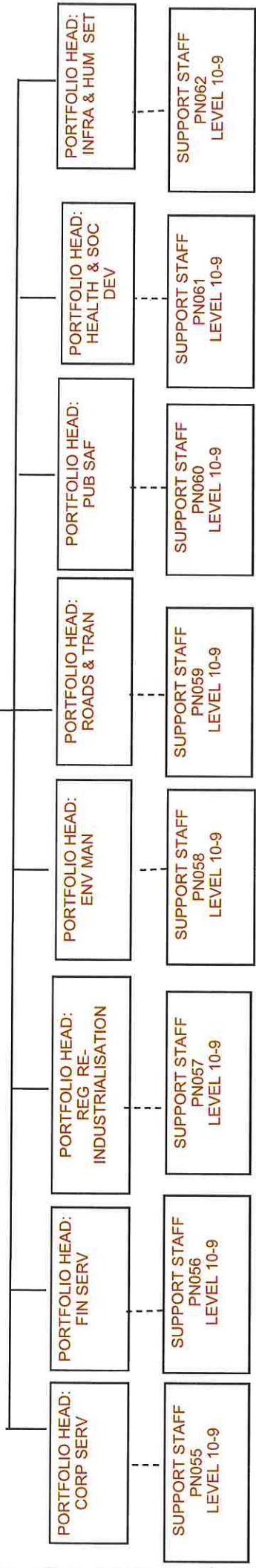
FUNCTIONS:

1. Advise council on corporate services (Legal and Compliance) related matters
2. Advise council on local economic development related matters
3. Advise council on public safety and emergency services related matters
4. Advise council on financial related matters
5. Advise council on human settlement and infrastructure related matters
6. Advise council on Roads related matters
7. Advise council on Health related matters
8. Provide oversight on all matters council matters


MUNICIPAL MANAGER

EXECUTIVE MAYOR

1 X CHIEF OF STAFF
PN009 LEVEL 3-2



SPEAKER

COUNCIL WHIP

MPAC CHAIRPERSON


MUNICIPAL MANAGER

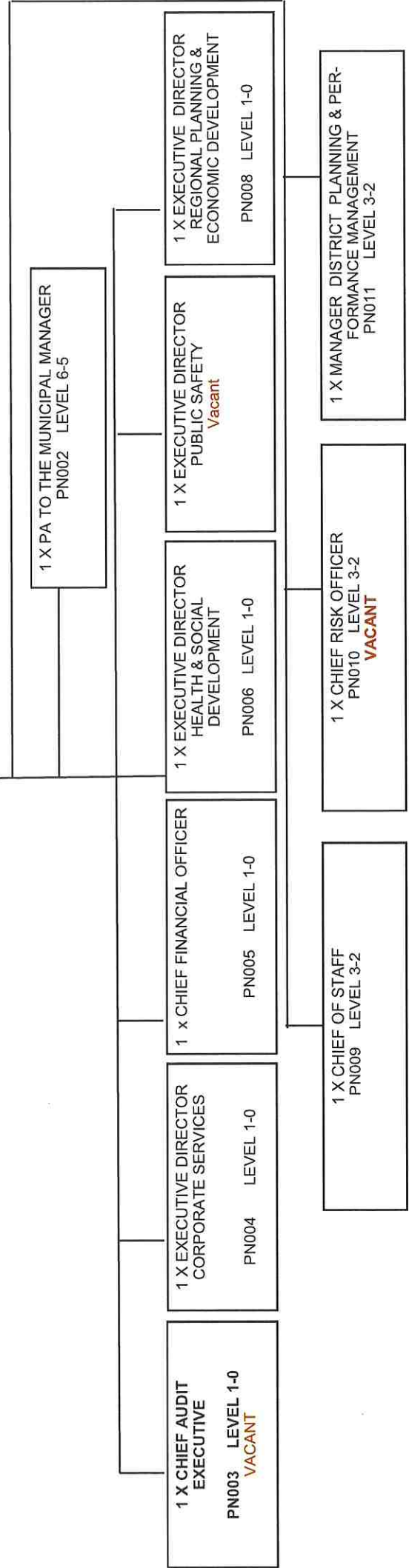
ADMINISTRATIVE STRUCTURE

PURPOSE: To ensure that municipal services are administered in accordance with the objectives of local government as prescribed in Chapter 7 of the Constitution

FUNCTIONS:

1. Provide Corporate Services to the municipality in support of the efficient execution of its functions and obligations in accordance with the IDP
2. Manage the Financial Department to ensure financial viability, compliance and reporting of the municipality and to coordinate, facilitate and provide capacity building in the region as a whole as contained in the IDP
3. Manage health and Social Development in accordance with legislation, policies and the IDP
4. Manage Public Safety in accordance with legislation, policies and the IDP
5. Manage Regional Development Planning & Environmental Management in accordance with legislation, policies and the IDP
6. Manage Technical Support Services in accordance with legislation, policies and the IDP
7. Manage Regional Economic Development in accordance with legislation, policies and the IDP
8. Provide strategic leadership in the provisioning of governance and transformation support services within the municipality
9. Lead and oversee the provisioning of integrated development services
10. Lead and oversee the provisioning of risk management and compliance services
11. Lead and oversee provisioning of institutional performance management
12. Administration function for Internal Audit

1 X MUNICIPAL MANAGER
PN001 LEVEL 0-00

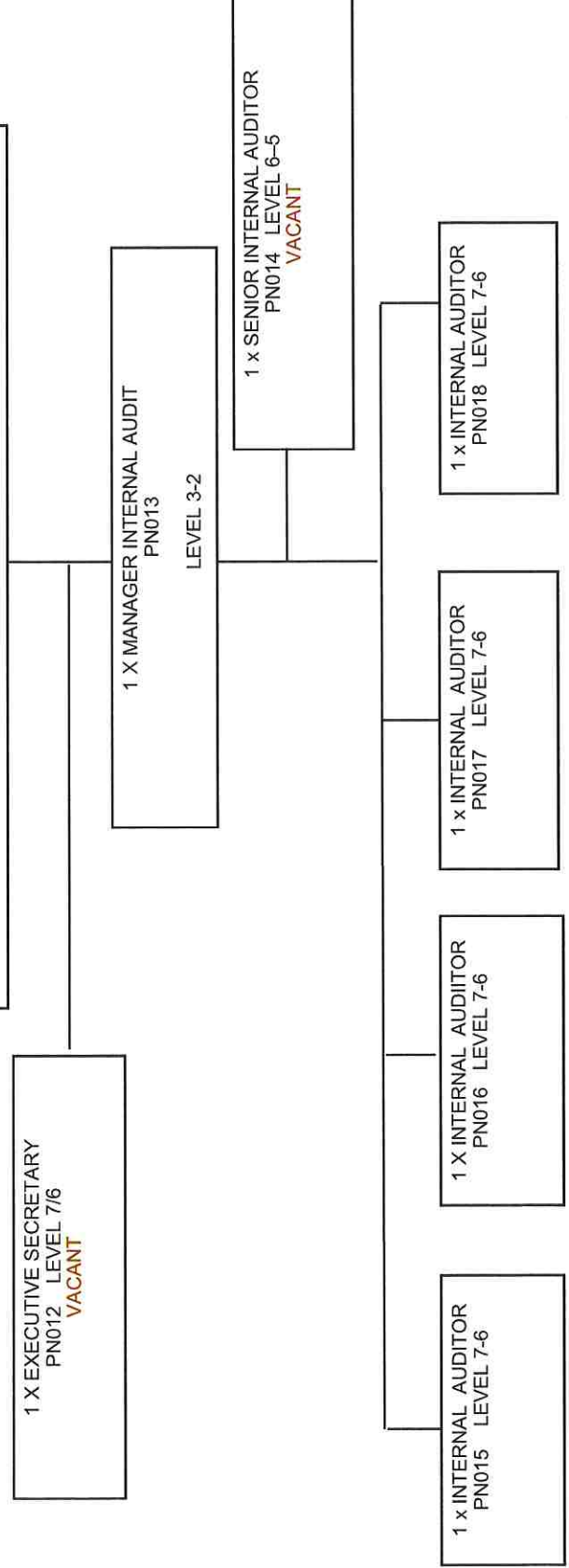


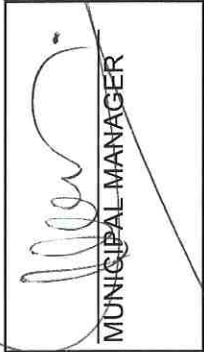
WEST RAND DISTRICT MUNICIPALITY

MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: INSTITUTIONAL PLANNING TRANSFORMATION & GOVERNANCE: INTERNAL AUDIT

[Signature]
MUNICIPAL MANAGER

DEPARTMENT: INTERNAL AUDIT
<p>PURPOSE: To provide an independent appraisal of the adequacy and effectiveness of controls to the municipal manager and the managers</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Develop and implement a risk-based audit plan and internal audit program for each financial year 2. Advise the accounting officer and report to the Audit Committee on the implementation of the Internal Audit plan and matters relating to: <ol style="list-style-type: none"> 2.1 Internal Audit; 2.2 Internal controls; 2.3 Accounting procedures and practices; 2.4 Risk and Risk Management; 2.5 Performance Management; 2.6 Loss Control; 2.7 Effective governance; and 2.8 Compliance with relevant legislation and policies 3. Conduct investigations, risk analyses and reviewing of financial control systems 4. Liaise with the external auditors 5. Compile regular audit reports
<p>1 X CHIEF AUDIT EXECUTIVE PN003 LEVEL 1-0 VACANT</p>





MUNICIPAL MANAGER

DIVISION: GOVERNANCE, RISK & COMPLIANCE
PURPOSE: To administer Risk in the district municipal area
FUNCTIONS:
<ol style="list-style-type: none"> 1. Perform Risk analysis and reporting in the municipality 2. Manage the provisioning of risk management and compliance services 3. Manage the implementation of anti-corruption, ethic and integrity management services
1 X CHIEF RISK OFFICER PN010 LEVEL 3-2 VACANT

1 X ADMIN ASSISTANT
PN019 LEVEL 10-9

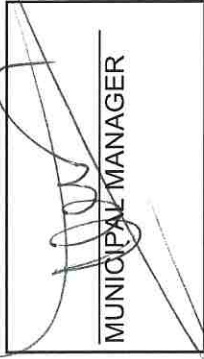
1 X COORDINATOR ENTERPRISE RISK MANAGEMENT GOVERNANCE & INSTITUTIONAL COMPLIANCE
PN020 LEVEL 6-5

1 X ENTERPRISE RISK MANAGEMENT GOVERNANCE & INSTITUTIONAL COMPLIANCE OFFICER
PN021 LEVEL 8-7

WEST RAND DISTRICT MUNICIPALITY

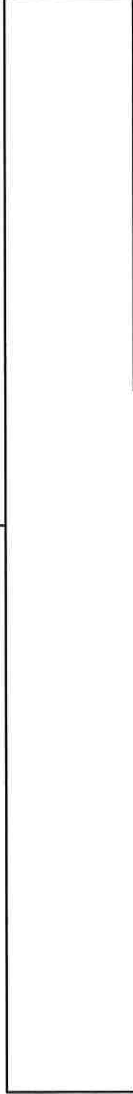
MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: INSTITUTIONAL PLANNING TRANSFORMATION & GOVERNANCE: REGIONAL PLANNING & PERFORMANCE MANAGEMENT

<p>DIVISION: REGIONAL PLANNING & PERFORMANCE MANAGEMENT</p> <p>PURPOSE: To manage the strategic planning processes in the municipality</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Initiate and coordinate developmental projects 2. Develop and co-ordinate the Integrated Development Plans in the District Municipal Area of jurisdiction 3. Develop, maintain and monitor the Institutional Performance Management System in the municipality 4. Develop and implement knowledge management systems. 5. Manage and implement monitoring and evaluation framework <p>1 X MANAGER DISTRICT PLANNING PERFORMANCE MANAGEMENT PN011</p>
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MUNICIPAL MANAGER

1 X ADMIN ASSISTANT
PN022 LEVEL 10-9

1 X COORDINATOR PMS
PN023 LEVEL 6-5
VACANT



1 X COORDINATOR IDP & DISTRICT
DEVELOPMENT MODEL
PN024 LEVEL 6-5
VACANT



~~MUNICIPAL MANAGER~~

DIVISION: CHIEF OF STAFF

PURPOSE: Provide administrative support to the Executive Mayor/ Speaker/Council Whip/MPAC Chairperson

FUNCTIONS:

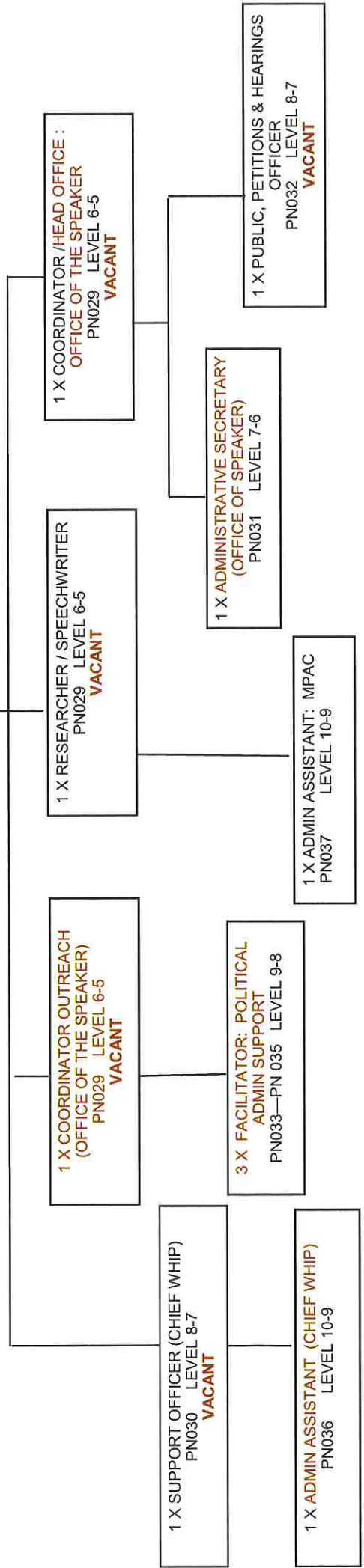
1. Coordinate Personal Assistant Services to the Political Structures
2. Provide Administrative Support Services to the Political Office Bearers
3. Provide Office Support Services to Political Office Bearers
4. Coordinate Political Structure Special Programmes
5. Management and monitoring of the IGR Strategy
6. Roll-out IGR projects and programmes

1 X CHIEF OF STAFF
LEVEL 3-2
PN009

1 X PRIVATE SECRETARY (EXEC. MAYOR)
PN025
LEVEL 7-6
VACANT

1 X SPECIAL ADVISOR TO THE EXEC, MAYOR/PUBLIC RELATIONS
PN026
LEVEL 7-6

1 X ADMIN ASSISTANT TO CHIEF OF STAFF
PN027
LEVEL 10-9



WEST RAND DISTRICT MUNICIPALITY
MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: CORPORATE SERVICES


MUNICIPAL MANAGER

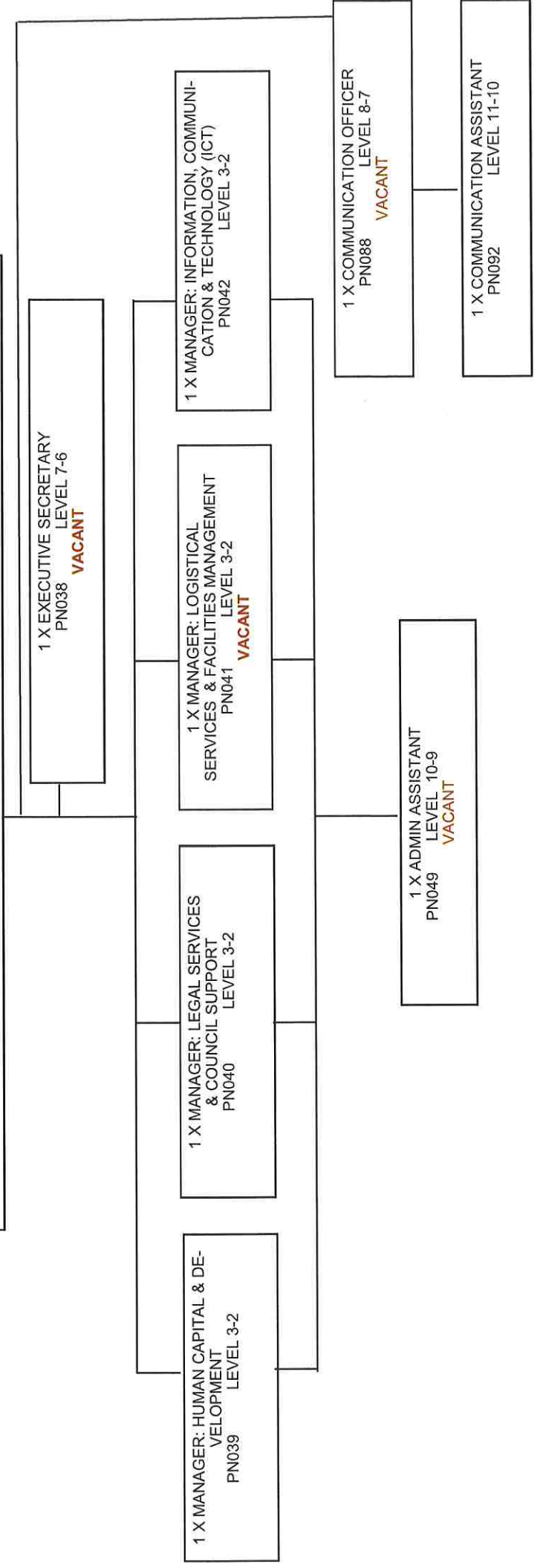
DEPARTMENT: CORPORATE SERVICES

PURPOSE: To provide Corporate Services to the municipality in support of the efficient execution of its functions and obligations in accordance with the IDP


FUNCTIONS:

1. Render human resources & development services
2. Render Legal Services
3. Render facility management services
4. Implement the municipality's communication strategy
5. Liaise with departments on internal communication aspects
6. Render Information , Communication and Technology management
7. Provide support to departmental content creators
8. Provide support regarding communication events
9. Render Council and Admin support services
10. Provides records management services
11. Co-ordinate and manage all media related issues (enquiries)

1 X EXECUTIVE DIRECTOR CORPORATE SERVICES
PN004 LEVEL 1-0



WEST RAND DISTRICT MUNICIPALITY
MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: CORPORATE SERVICES: HUMAN CAPITAL


MUNICIPAL MANAGER

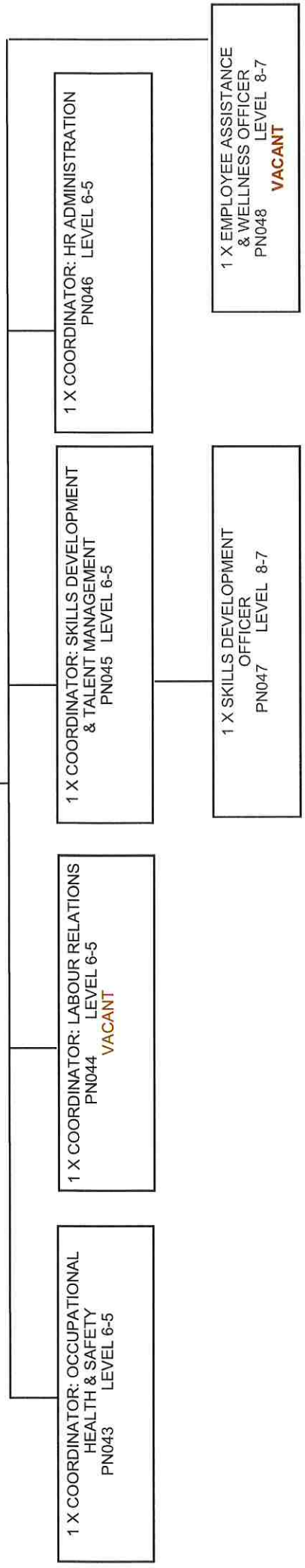
DIVISION: HUMAN CAPITAL & ADMINISTRATION

PURPOSE: To provide Human Resources and Development Services to the municipality in support of the efficient execution of its functions and obligations in accordance with the IDP

FUNCTIONS:

1. Render Personnel Services and Skills Development
2. Render Occupational Health and Safety Services
3. Render Employee Assistance & Wellness Services
4. Provide Labour Relations services

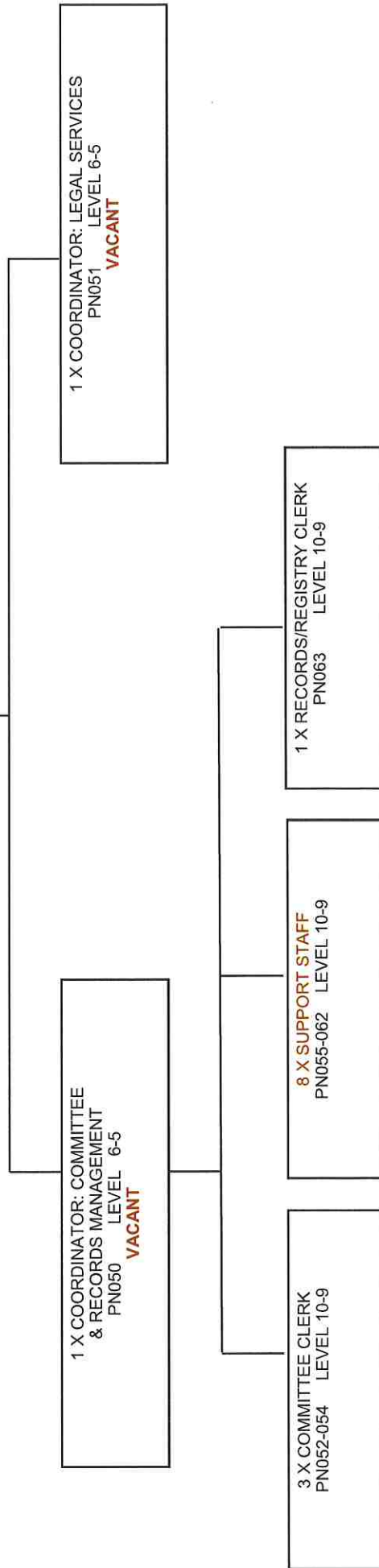
1 X MANAGER HUMAN CAPITAL & DEVELOPMENT
PN039
LEVEL 3-2



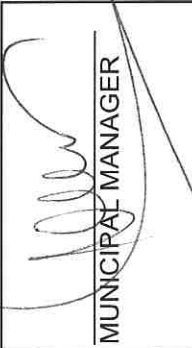
WEST RAND DISTRICT MUNICIPALITY
MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: CORPORATE SERVICES: LEGAL SERVICES

MUNICIPAL MANAGER

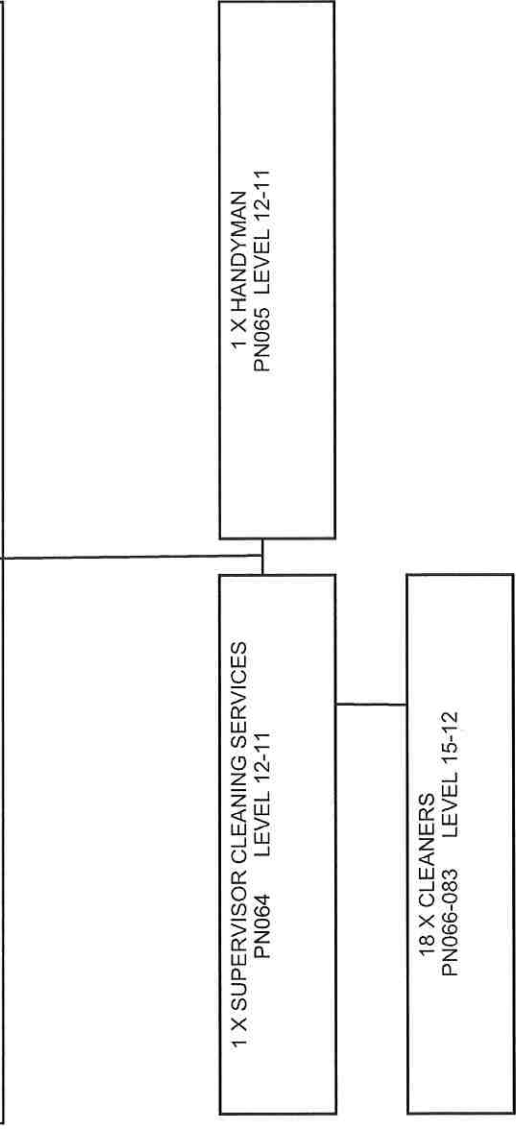
DIVISION: LEGAL SERVICES & COUNCIL SUPPORT
PURPOSE: To provide a comprehensive legal service to the municipality to safeguard the municipality's interests in all legally related matters
FUNCTIONS:
<ol style="list-style-type: none"> 1. Provide legal advisory services 2. Co-ordinate the development, administration and maintenance of by-laws, policies, contracts and service agreements 3. Participate in forums regarding legal services of different spheres of government 4. Provide effective Council Support Services 5. Provide and maintain internal records management services
1 X MANAGER LEGAL SERVICES & COUNCIL SUPPORT PN040 LEVEL 3-2



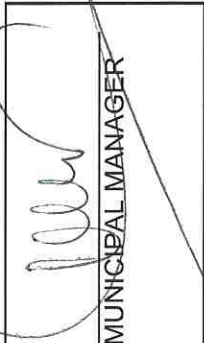
WEST RAND DISTRICT MUNICIPALITY
MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: CORPORATE SERVICES: LOGISTICAL SERVICES & COUNCIL SUPPORT


MUNICIPAL MANAGER

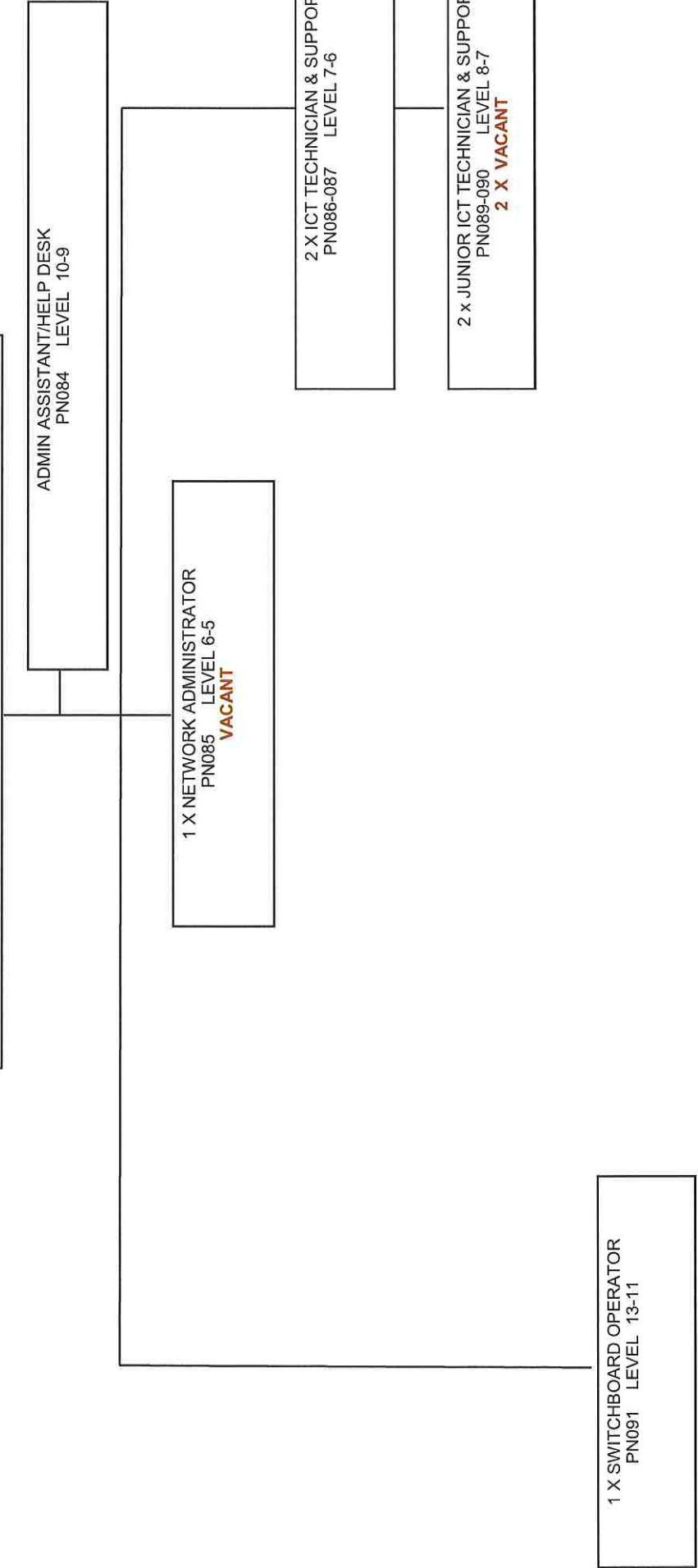
DIVISION: LOGISTICAL SERVICES & FACILITIES MANAGEMENT
PURPOSE: To provide a comprehensive logistical service and Council support to the municipality
FUNCTIONS:
<ol style="list-style-type: none"> 1. Render committee and archiving services 2. Develop policies and processes with regard to the planning, implementation and maintenance of all facilities and office accommodation 3. Provide and maintain internal records Management services 4. Provide registry services 5. Facility management and cleaning services
1 X MANAGER LOGISTICAL SERVICES & FACILITIES MANAGEMENT PN041 LEVEL 3-2 VACANT



WEST RAND DISTRICT MUNICIPALITY
MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: CORPORATE SERVICES: INFORMATION COMMUNICATION TECHNOLOGY


MUNICIPAL MANAGER

DIVISION: INFORMATION COMMUNICATION TECHNOLOGY
PURPOSE: To render Information Communication Technology Services
FUNCTIONS:
<ol style="list-style-type: none"> 1. Render Network Services 2. Render Hardware and Peripheral Services 3. Render Software and System Support Services 4. Render Telephony Services 5. Render Information , Communication and Technology management
1 X MANAGER INFORMATION COMMUNICATION TECHNOLOGY (ICT) PN042 LEVEL 3-2



WEST RAND DISTRICT MUNICIPALITY
MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: BUDGET & TREASURY OFFICE

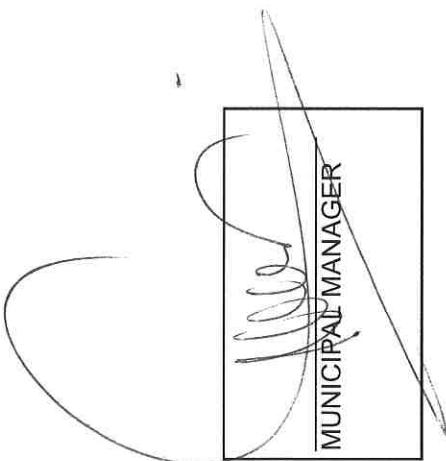
DEPARTMENT: BUDGET & TREASURY OFFICE

PURPOSE: To manage the Financial Services to ensure financial viability, compliance and reporting of the municipality and to coordinate, facilitate and provide capacity building in the region as a whole as contained in the IDP

FUNCTIONS:

1. Provide Financial Management Support Services
2. Render Revenue and Expenditure Services
3. Render Supply Chain Management Services
4. To provide fleet and assets management services

1 X CHIEF FINANCIAL OFFICER
PN139 LEVEL 1-0



MUNICIPAL MANAGER

1 X EXECUTIVE SECRETARY
PN084 LEVEL 7-6

1 X MANAGER: SUPPLY CHAIN
MANAGEMENT
PN085 LEVEL 3-2

1 X MANAGER: BUDGET, TREASURY
& ASSET MANAGEMENT
PN086 LEVEL 3-2

1 X MANAGER: REVENUE & EXPENDITURE
MANAGEMENT
PN087 LEVEL 3-2

1 X ADMIN ASSISTANT
PN088 LEVEL 10-9
VACANT

WEST RAND DISTRICT MUNICIPALITY
MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: FINANCIAL SERVICES: SUPPLY CHAIN MANAGEMENT

~~MUNICIPAL MANAGER~~

DIVISION: SUPPLY CHAIN MANAGEMENT

PURPOSE: To render Supply Chain Management to ensure proper systems, procedures and control for demand, acquisition, stores, assets and disposal management

FUNCTIONS:

1. Manage Acquisitions processes for the Municipality
2. Coordinate and control stores procedures
3. Monitor and facilitate the performance of Bid Committees on behalf of the Accounting Officer
4. Manage contracts in terms of the Provincial Treasury Guidelines

1 X MANAGER: SUPPLY CHAIN MANAGEMENT
PN085 **Vacant** LEVEL 3-2

1 X COORDINATOR: SUPPLY CHAIN MANAGEMENT
PN089 **Vacant** LEVEL 6-5

1 X CONTRACT MANAGEMENT & COMPLIANCE OFFICER
PN090 LEVEL 8-7
VACANT

1 X DEMAND & ACQUISITION OFFICER
PN091 LEVEL 8-7

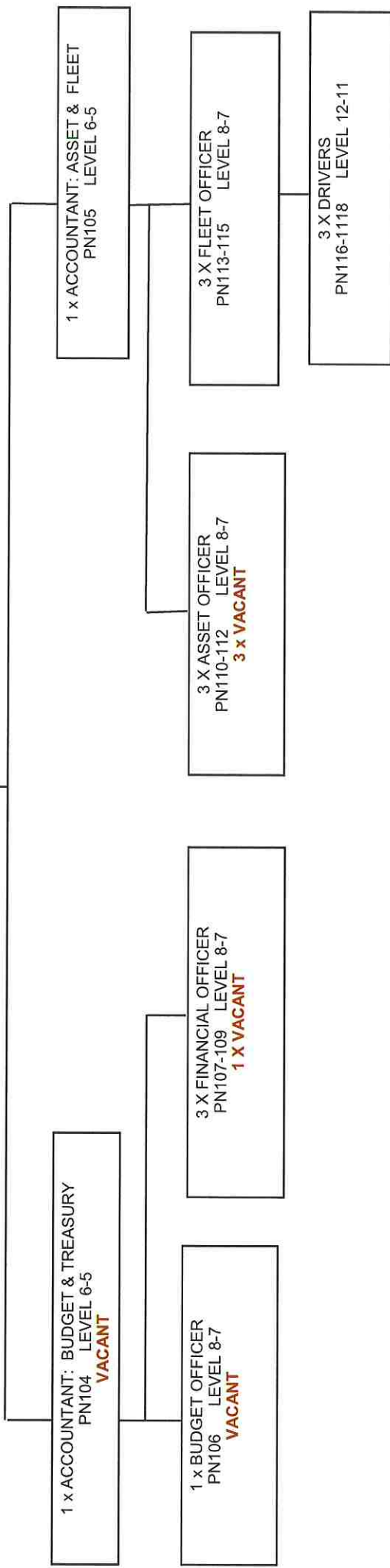
1 X LOGISTICS & DISPOSAL OFFICER
PN092 LEVEL 8-7

WEST RAND DISTRICT MUNICIPALITY

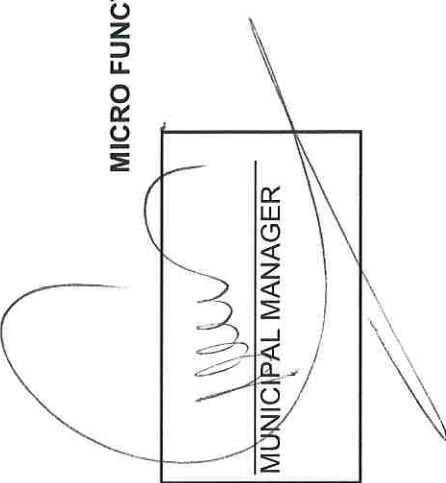
MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: FINANCIAL SERVICES: BUDGET, TREASURY & ASSET MANAGEMENT

MUNICIPAL MANAGER

<p>DIVISION: BUDGET, TREASURY & ASSET MANAGEMENT</p> <p>PURPOSE: To provide Financial Management Support to ensure financial viability, compliance and reporting of the municipality and to coordinate, facilitate and provide capacity building in the region as a whole as contained in the IDP</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Develop financial management policies, processes and procedures. 2. Conduct long term financial planning. 3. Compile and implement monthly forecasts 4. Advice with regard to allocation, additional re-allocation, approval of budget and other budgetary matters 5. Monitor and report on expenditure trends and compilation Financial Statements for Annual Report 6. Liaise and manage relations with treasury and Auditor General 7. Coordination of Assets Management services. 8. Manage the process of preparing Bank Reconciliations <p>1 X MANAGER: BUDGET, TREASURY & ASSET MANAGEMENT PN086 LEVEL 3-2</p>
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WEST RAND DISTRICT MUNICIPALITY
MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: FINANCIAL SERVICES: EXPENDITURE MANAGEMENT


MUNICIPAL MANAGER

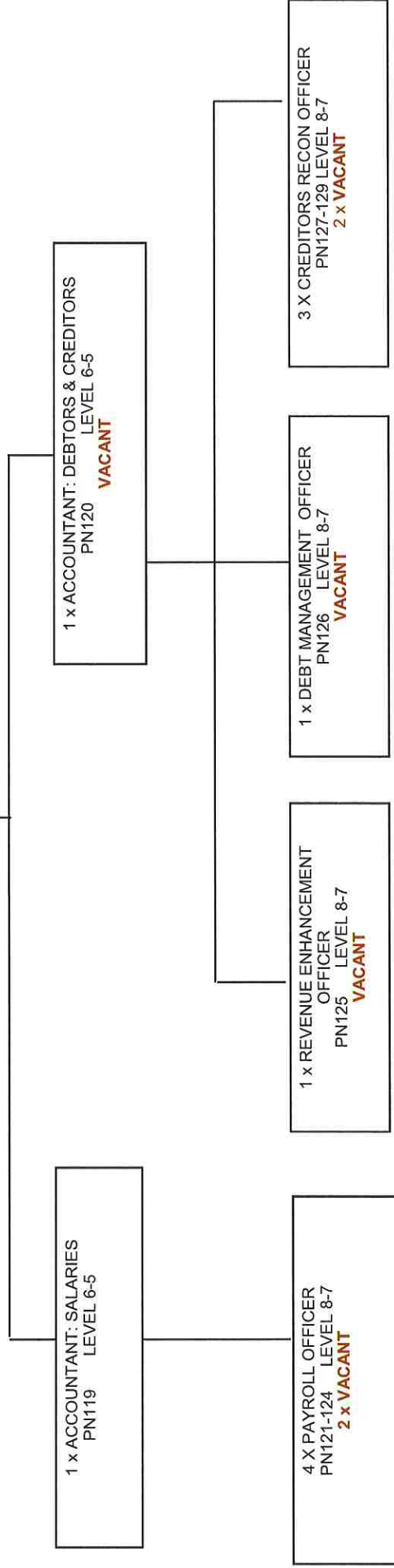
DIVISION: REVENUE & EXPENDITURE MANAGEMENT

PURPOSE: To provide Financial Management Support to ensure financial viability, compliance and reporting of the municipality and to coordinate, facilitate and provide capacity building in the region as a whole as contained in the IDP

FUNCTIONS:

1. Manage the provisioning of accounting management services
2. Manage the provisioning of Creditors management services
3. Monitor monthly cash flow and adjusted cash flow
4. Manage compensation of employees financial report

1 X MANAGER: REVENUE & EXPENDITURE MANAGEMENT
PN087 LEVEL 3-2



WEST RAND DISTRICT MUNICIPALITY

MICRO FUNCTION-

AL AND ORGANISATIONAL STRUC-


 MUNICIPAL MANAGER

<p>DEPARTMENT: HEALTH & SOCIAL DEVELOPMENT</p> <p>PURPOSE: To manage Health, Social Development and Environmental and Air Quality Management in accordance with legislation, policies and the IDP</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Manage Health and Social Development Services in the West Rand District Municipality Area of jurisdiction in accordance with legislation, policies and the IDP 2. Manage Municipal Health Services in accordance with legislation, policies and the IDP 3. Render Environmental & Air Quality Management services in accordance with legislation, policies and the IDP <p>1 X EXECUTIVE DIRECTOR HEALTH & SOCIAL DEVELOPMENT PN006 LEVEL 1-0</p>

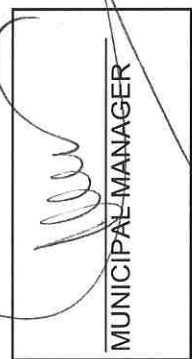
1 X EXECUTIVE SECRETARY
 PN130 LEVEL 7-6

1 X MANAGER: MUNICIPAL HEALTH SERVICES
 PN131 LEVEL 3-2

1 X MANAGER: ENVIRONMENT & AIR QUALITY MANAGEMENT
 PN132 LEVEL 3-2
VACANT

1 X MANAGER: HEALTH, SOCIAL DEVELOPMENT & SRAC
 PN133 LEVEL 3-2
VACANT

WEST RAND DISTRICT MUNICIPALITY
MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: HEALTH AND SOCIAL DEVELOPMENT: MUNICIPAL HEALTH SERVICES


MUNICIPAL MANAGER

DIVISION: MUNICIPAL HEALTH SERVICES
1 X MANAGER: MUNICIPAL HEALTH SERVICES
PN131 LEVEL 3-2

1 X ADMIN ASSISTANT
PN134 LEVEL 10-9
VACANT

1 X CHIEF ENVIRONMENTAL HEALTH
PRACTITIONER: MOGALE CITY
PN135 LEVEL 5-4
VACANT

1 X CHIEF ENVIRONMENTAL HEALTH
PRACTITIONER: RAND WEST CITY
PN2136 LEVEL 5-4

1 X CHIEF ENVIRONMENTAL HEALTH
PRACTITIONER: MERAFOONG CITY
PN137 LEVEL 5-4

1 X CLERICAL ASSISTANT
PN138 LEVEL 11-10

1 X CLERICAL ASSISTANT
PN139 LEVEL 11-10

1 X CLERICAL ASSISTANT
PN140 LEVEL 11-10

5 X SENIOR ENVIRONMENTAL
HEALTH PRACTITIONER
PN141-145 LEVEL 6-5
1. VACANT

4 X SENIOR ENVIRONMENTAL
HEALTH PRACTITIONER
PN146-149 LEVEL 6-5
1. VACANT
2. VACANT

3 X SENIOR ENVIRONMENTAL
HEALTH PRACTITIONER
PN150-152 LEVEL 6-5
1. VACANT

6 X ENVIRONMENTAL HEALTH PRACTITIONER
PN153-158 LEVEL 7-6
1. VACANT

5 X ENVIRONMENTAL HEALTH PRACTITIONER
PN159-163 LEVEL 7-6
1. VACANT

4 X ENVIRONMENTAL HEALTH PRACTITIONER
PN164-167 LEVEL 7-6
1. VACANT
2. VACANT

2 X PEST CONTROL PRACTITIONER
PN168-169 LEVEL 8-7
1. VACANT
2. VACANT

2 X PEST CONTROL PRACTITIONER
PN170-171 LEVEL 8-7

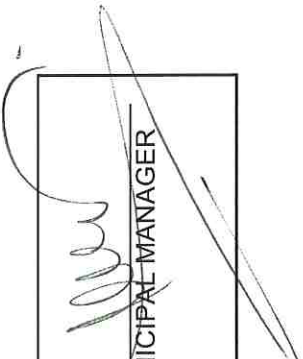
2 X PEST CONTROL PRACTITIONER
PN172-173 LEVEL 8-7
1. VACANT
2. VACANT

1 X JUNIOR PEST CONTROLLER
PN174 LEVEL 10-9

1 X JUNIOR PEST CONTROLLER
PN175 LEVEL 10-9
VACANT

1 X JUNIOR PEST CONTROLLER
PN176 LEVEL 10-9
VACANT

WEST RAND DISTRICT MUNICIPALITY
MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: HEALTH AND SOCIAL DEVELOPMENT: ENVIRONMENTAL MANAGEMENT


MUNICIPAL MANAGER

DIVISION: ENVIRONMENTAL & AIR QUALITY MANAGEMENT
1 X MANAGER: ENVIRONMENT & AIR QUALITY MANAGEMENT
PN133 LEVEL 3-2
VACANT


1 X ADMIN ASSISTANT
PN177 LEVEL 10-9

1 X COORDINATOR:
ENVIRONMENT & AIR QUALITY MANAGEMENT
PN178 LEVEL 6-5
VACANT

1 X ENVIRONMENT & AIR QUALITY OFFICER
PN179 LEVEL 8-7
VACANT

WEST RAND DISTRICT MUNICIPALITY

MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: HEALTH AND SOCIAL DEVELOPMENT: SOCIAL DEVELOPMENT, SPORTS, RECREATION, ARTS & CULTURE


MUNICIPAL MANAGER

DIVISION: HEALTH, SOCIAL DEVELOPMENT & SRAC
1 X MANAGER: HEALTH, SOCIAL DEVELOPMENT & SRAC
PN133 LEVEL 3-2
VACANT

1 X ADMIN ASSISTANT
PN180 LEVEL 10-9

1 X COORDINATOR:
HEALTH & SOCIAL DEVELOPMENT
PN2181 LEVEL 6-5

1 X COORDINATOR:
HIV & AIDS
PN182 LEVEL 6-5

1 X COORDINATOR:
SPORTS, RECREATION, ARTS & CULTURE
PN183 LEVEL 6-5

1 X COORDINATOR:
G.E.Y.O.D.I
PN184 LEVEL 6-5
VACANT


1 X FACILITATOR
SOCIAL DEVELOPMENT
PN185 LEVEL 9-8

1 X FACILITATOR
HIV & AIDS
PN186 LEVEL 9-8

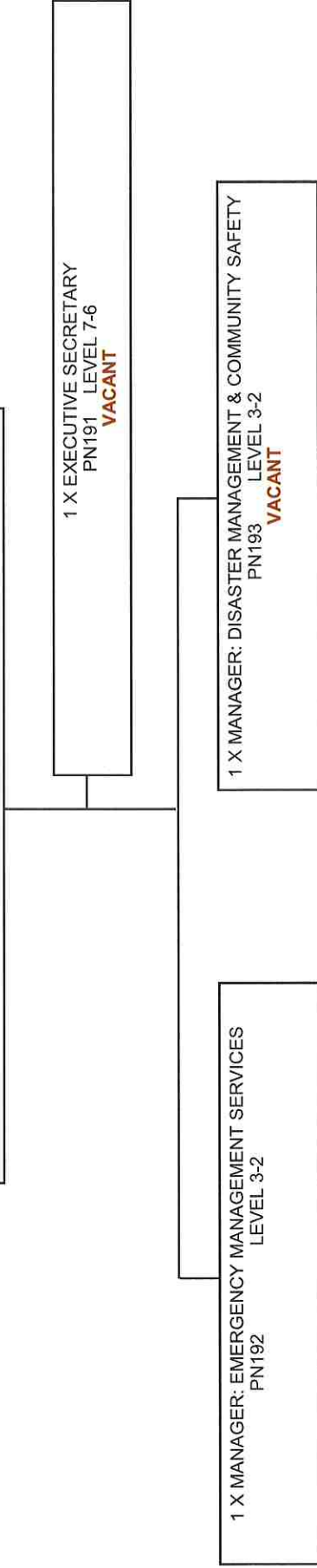
1 X FACILITATOR
SPORTS, RECREATION, ARTS & CULTURE
PN187 LEVEL 9-8

3 X FACILITATOR
G.E.Y.O.D.I
PN188-190 LEVEL 9-8
VACANT

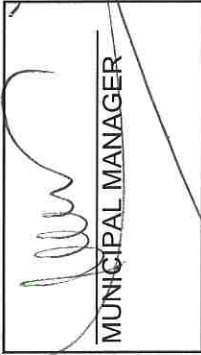
MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: PUBLIC SAFETY


 MUNICIPAL MANAGER

DEPARTMENT: PUBLIC SAFETY
<p>PURPOSE: To manage Public Safety in accordance with legislation, policies and the IDP</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Manage Emergency Services in the West Rand District Municipality area of jurisdiction in accordance with legislation, policies and the IDP 2. Manage Disaster Management and Community Safety in accordance with legislation, policies and the IDP
<p>1 X EXECUTIVE DIRECTOR PUBLIC SAFETY PN007 LEVEL 1-0 VACANT</p>

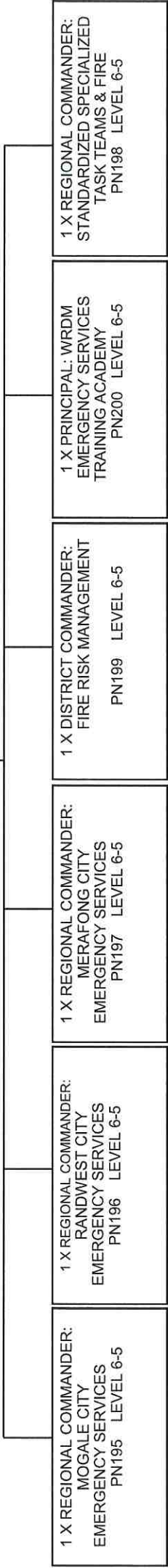


WEST RAND DISTRICT MUNICIPALITY
MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: PUBLIC SAFETY: EMERGENCY MANAGEMENT SERVICES


MUNICIPAL MANAGER

DIVISION: EMERGENCY MANAGEMENT SERVICES
1 X MANAGER: EMERGENCY MANAGEMENT SERVICES
PN192 LEVEL 3-2

1 X ADMIN ASSISTANT
PN194 LEVEL 10-9




MUNICIPAL MANAGER

SECTION: MOGALE CITY EMERGENCY SERVICES
1 X REGIONAL COMMANDER
PN195 LEVEL 6-5

1 X CLERICAL ASSISTANT
PN201 LEVEL 11-10
VACANT

SHIFT A	SHIFT B	SHIFT C	SHIFT D
1 X STATION OFFICER PN202 LEVEL 7-6	1 X STATION OFFICER PN203 LEVEL 7-6	1 X STATION OFFICER PN204 LEVEL 7-6	1 X STATION OFFICER PN205 LEVEL 7-6
2 X LEADING ESO PN206-207 LEVEL 8-7 1. VACANT	2 X LEADING ESO PN208-209 LEVEL 8-7 1. VACANT	2 X LEADING ESO PN2710-211 LEVEL 8-7 1. VACANT 2. VACANT	2 X LEADING ESO PN212-213 LEVEL 8-7 1. VACANT
2 X SENIOR ESO PN214-215 LEVEL 9-8	2 X SENIOR ESO PN216-217 LEVEL 9-8 1. VACANT	2 X SENIOR ESO PN218-219 LEVEL 9-8 1. VACANT	2 X SENIOR ESO PN2820-221 LEVEL 9-8 1. VACANT
7 X ESO PN222-278 LEVEL 10-9 1. VACANT 2. VACANT 3. VACANT	7 X ESO PN279-285 LEVEL 10-9 1. VACANT 2. VACANT 3. VACANT 4. VACANT 5. VACANT	7 X ESO PN286-292 LEVEL 10-9 1. VACANT 2. VACANT 3. VACANT	7 X ESO PN293-299 LEVEL 10-9 1. VACANT 2. VACANT 3. VACANT
6 X JESO PN300-305 LEVEL 11-10 1. VACANT 2. VACANT 3. VACANT	6 X JESO PN306-311 LEVEL 11-10 1. VACANT 2. VACANT	6 X JESO PN312-317 LEVEL 11-10 1. VACANT 2. VACANT 3. VACANT 4. VACANT	6 X JESO PN318-323 LEVEL 11-10 1. VACANT 2. VACANT 3. VACANT
3 X LEARNER ESO PN324-326 LEVEL 13-11	2 X LEARNER ESO PN327-328 LEVEL 13-11	2 X LEARNER ESO PN329-330 LEVEL 13-11	2 X LEARNER ESO PN6331-332 LEVEL 13-11

MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: PUBLIC SAFETY: EMERGENCY MANAGEMENT SERVICES


MUNICIPAL MANAGER

SECTION: RAND WEST CITY EMERGENCY SERVICES
(RANDFONTEIN)
1 X REGIONAL COMMANDER PN196 LEVEL 6-5



WEST RAND DISTRICT MUNICIPALITY
 MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: PUBLIC SAFETY: EMERGENCY MANAGEMENT SERVICES

SECTION: RAND WEST CITY EMERGENCY SERVICES
 (WESTONARIA)


 MUNICIPAL MANAGER

SHIFT A:	SHIFT B:	SHIFT C:	SHIFT D:
1 X STATION OFFICER PN383 LEVEL 7-6	1 X STATION OFFICER PN384 LEVEL 7-6	1 X STATION OFFICER PN385 LEVEL 7-6	1 X STATION OFFICER PN386 LEVEL 7-6
2 X LEADING ESO PN387-388 LEVEL 8-7 1. VACANT	2 X LEADING ESO PN389-390 LEVEL 8-7 1. VACANT 2. VACANT	2 X LEADING ESO PN391-392 LEVEL 8-7 1 VACANT	2 X LEADING ESO PN393-394 LEVEL 8-7 1. VACANT 2. VACANT
2 X SENIOR ESO PN395-396 LEVEL 9-8 1. VACANT	2 X SENIOR ESO PN397-398 LEVEL 9-8 1. VACANT	2 X SENIOR ESO PN399-400 LEVEL 9-8 1. VACANT 2. VACANT	2 X SENIOR ESO PN401-402 LEVEL 9-8 1. VACANT 2. VACANT
3 X ESO PN403-405 LEVEL 10-9 1. VACANT 3. VACANT	3 X ESO PN406-408 LEVEL 10-9 1. VACANT 2. VACANT	3 X ESO PN409-411 LEVEL 10-9 1. VACANT 2. VACANT	3 X ESO PN412-414 LEVEL 10-9 1. VACANT 2. VACANT 3. VACANT
2 X JESO PN415-416 LEVEL 11-10 1. VACANT 2. VACANT	2 X JESO PN417-418 LEVEL 11-10	2 X JESO PN419-420 LEVEL 11-10 1. VACANT	2 X JESO PN421-422 LEVEL 11-10
	1 X LEARNER ESO PN423 LEVEL 13-11		1 X LEARNER ESO PN424 LEVEL 13-11

WEST RAND DISTRICT MUNICIPALITY
 MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: PUBLIC SAFETY: EMERGENCY MANAGEMENT SERVICES

**SECTION: MERAFO NG CITY EMERGENCY SERVICES
 (CARLETONVILLE)**
 1 X REGIONAL COMMANDER PN197 LEVEL 6-5


 MUNICIPAL MANAGER

1 X CLERICAL ASSISTANT PN426 LEVEL 11-10

SHIFT A:	SHIFT B:	SHIFT C:	SHIFT D:
1 X STATION OFFICER PN427 LEVEL 7-6	1 X STATION OFFICER PN428 LEVEL 7-6	1 X STATION OFFICER PN429 LEVEL 7-6	1 X STATION OFFICER PN430 LEVEL 7-6 VACANT
2 X LEADING ESO PN431-432 LEVEL 8-7 1. VACANT	2 X LEADING ESO PN433-434 LEVEL 8-7 1. VACANT 2. VACANT	2 X LEADING ESO PN435-436 LEVEL 8-7 1. VACANT	2 X LEADING ESO PN437-438 LEVEL 8-7 1. VACANT 2. VACANT
2 X SENIOR ESO PN439-440 LEVEL 9-8 1. VACANT 2. VACANT	2 X SENIOR ESO PN441-442 LEVEL 9-8 1. VACANT	2 X SENIOR ESO PN443-444 LEVEL 9-8 1. VACANT	2 X SENIOR ESO PN445-446 LEVEL 9-8 1. VACANT
6 X ESO PN447-452 LEVEL 10-9 1. VACANT 2. VACANT	6 X ESO PN453-458 LEVEL 10-9 1. VACANT 2. VACANT 3. VACANT	6 X ESO PN459-464 LEVEL 10-9 1. VACANT 2. VACANT	6 X ESO PN465-470 LEVEL 10-9 1. VACANT 2. VACANT 3. VACANT
5 X JESO PN471-475 LEVEL 11-10 1. VACANT 2. VACANT 3. VACANT 4. VACANT 5. VACANT	5 X JESO PN476-481 LEVEL 11-10 1. VACANT 2. VACANT 3. VACANT	5 X JESO PN482-487 LEVEL 11-10 1. VACANT 2. VACANT 3. VACANT	5 X JESO PN488-492 LEVEL 11-10 1. VACANT 2. VACANT
1 X LEARNER ESO PN493 LEVEL 13-11	1 X LEARNER ESO PN494 LEVEL 13-11		

WEST RAND DISTRICT MUNICIPALITY
 MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: PUBLIC SAFETY: EMERGENCY MANAGEMENT SERVICES

SECTION: MERAFONG CITY EMERGENCY SERVICES
 (FOCHVILLE)

MUNICIPAL MANAGER

SHIFT A:

1 X STATION OFFICER
 PN494 LEVEL 7-6

2 X LEADING ESO
 PN498-499 LEVEL 8-7

- 1. VACANT
- 2. VACANT

2 X SENIOR ESO
 PN506-507 LEVEL 9-8

- 1. VACANT
- 2. VACANT

6 X ESO
 PN514-519 LEVEL 10-9

- 1. VACANT
- 2. VACANT
- 3. VACANT
- 4. VACANT
- 5. VACANT

5 X JESO
 PN538-542 LEVEL 11-10

- 1. VACANT
- 2. VACANT
- 3. VACANT

SHIFT B:

1 X STATION OFFICER
 PN495 LEVEL 7-6

2 X LEADING ESO
 PN450-501 LEVEL 8-7

- 1. VACANT
- 2. VACANT

2 X SENIOR ESO
 PN508-509 LEVEL 9-8

- 1. VACANT
- 2. VACANT

6 X ESO
 PN520-525 LEVEL 10-9

- 1. VACANT
- 2. VACANT
- 3. VACANT
- 4. VACANT
- 5. VACANT

5 X JESO
 PN543-547 LEVEL 11-10

- 1. VACANT
- 2. VACANT
- 3. VACANT

SHIFT C:

1 X STATION OFFICER
 PN496 LEVEL 7-6

2 X LEADING ESO
 PN502-503 LEVEL 8-7

- 1. VACANT
- 2. VACANT

2 X SENIOR ESO
 PN510-511 LEVEL 9-8

- 1. VACANT

6 X ESO
 PN526-531 LEVEL 10-9

- 1. VACANT
- 2. VACANT
- 3. VACANT
- 4. VACANT
- 5. VACANT
- 6. VACANT

5 X JESO
 PN548-552 LEVEL 11-10

- 1. VACANT
- 2. VACANT
- 3. VACANT

SHIFT D:

1 X STATION OFFICER
 PN497 LEVEL 7-6

2 X LEADING ESO
 PN504-505 LEVEL 8-7

- 1. VACANT
- 2. VACANT

2 X SENIOR ESO
 PN512-513 LEVEL 9-8

- 1. VACANT
- 2. VACANT

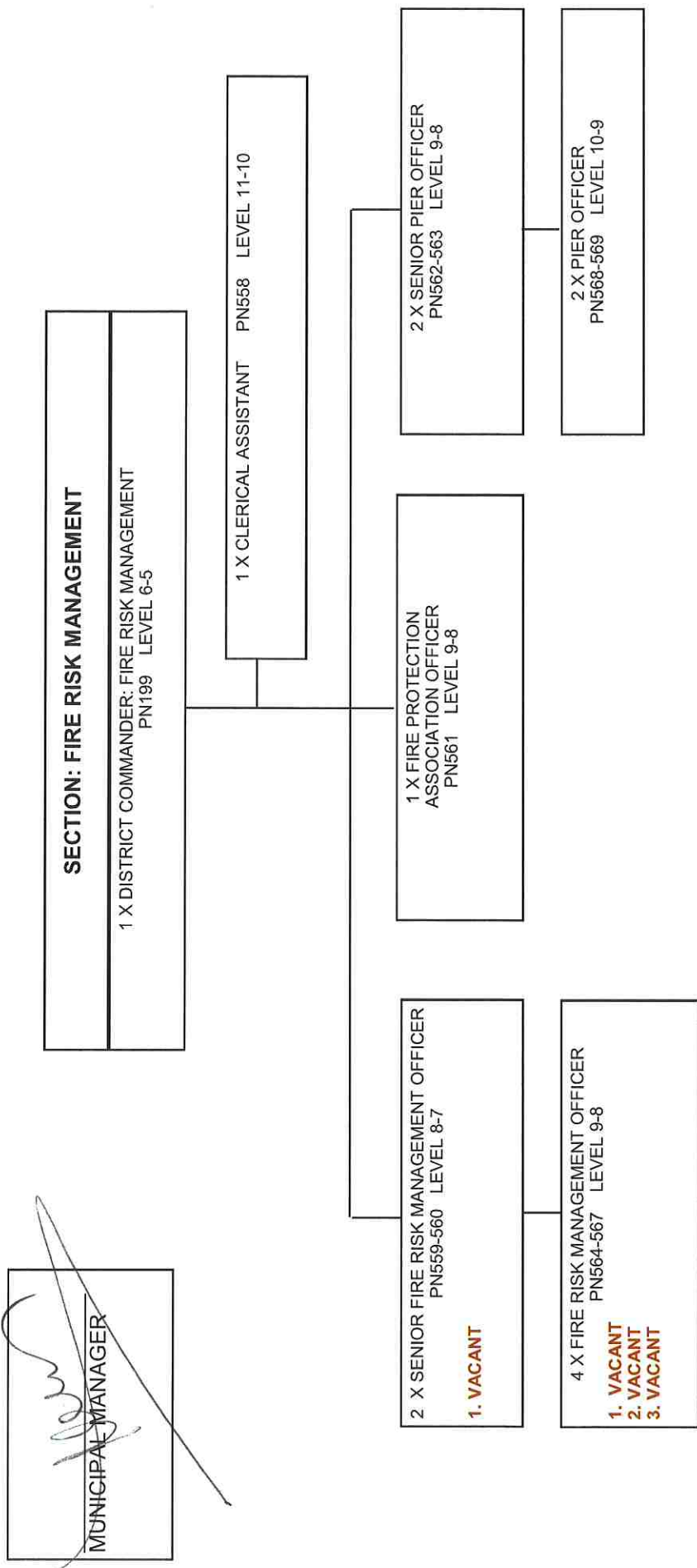
6 X ESO
 PN532-537 LEVEL 10-9

- 1. VACANT
- 2. VACANT
- 3. VACANT
- 4. VACANT
- 5. VACANT

5 X JESO
 PN553-557 LEVEL 11-10

- 1. VACANT
- 2. VACANT
- 3. VACANT
- 4. VACANT

WEST RAND DISTRICT MUNICIPALITY
MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: PUBLIC SAFETY: EMERGENCY MANAGEMENT SERVICES



Municipal Manager

SECTION: FIRE RISK MANAGEMENT
1 X DISTRICT COMMANDER: FIRE RISK MANAGEMENT
PN199 LEVEL 6-5

1 X CLERICAL ASSISTANT
PN558 LEVEL 11-10

1 X FIRE PROTECTION ASSOCIATION OFFICER
PN561 LEVEL 9-8

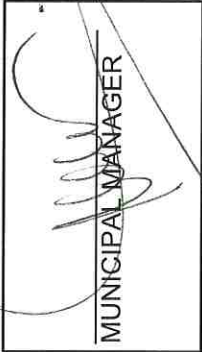
2 X SENIOR FIRE RISK MANAGEMENT OFFICER
PN559-560 LEVEL 8-7
1. VACANT

2 X SENIOR PIER OFFICER
PN562-563 LEVEL 9-8

4 X FIRE RISK MANAGEMENT OFFICER
PN564-567 LEVEL 9-8
1. VACANT
2. VACANT
3. VACANT

2 X PIER OFFICER
PN568-569 LEVEL 10-9

WEST RAND DISTRICT MUNICIPALITY
MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: PUBLIC SAFETY: EMERGENCY MANAGEMENT SERVICES



MUNICIPAL MANAGER

SECTION: WRDM EMERGENCY SERVICES TRAINING ACADEMY
1 X PRINCIPAL: WRDM EMERGENCY SERVICES TRAINING ACADEMY
PN200 LEVEL 6-5

1 X CLERICAL ASSISTANT PN570 LEVEL 11-10

2 X EMERGENCY, FIRE, FIRST AID, RESCUE & EMS INSTRUCTOR
PN571-572 LEVEL 8-7
1. VACANT
2. VACANT

WEST RAND DISTRICT MUNICIPALITY
MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: PUBLIC SAFETY: DISASTER MANAGEMENT & COMMUNITY SAFETY


MUNICIPAL MANAGER

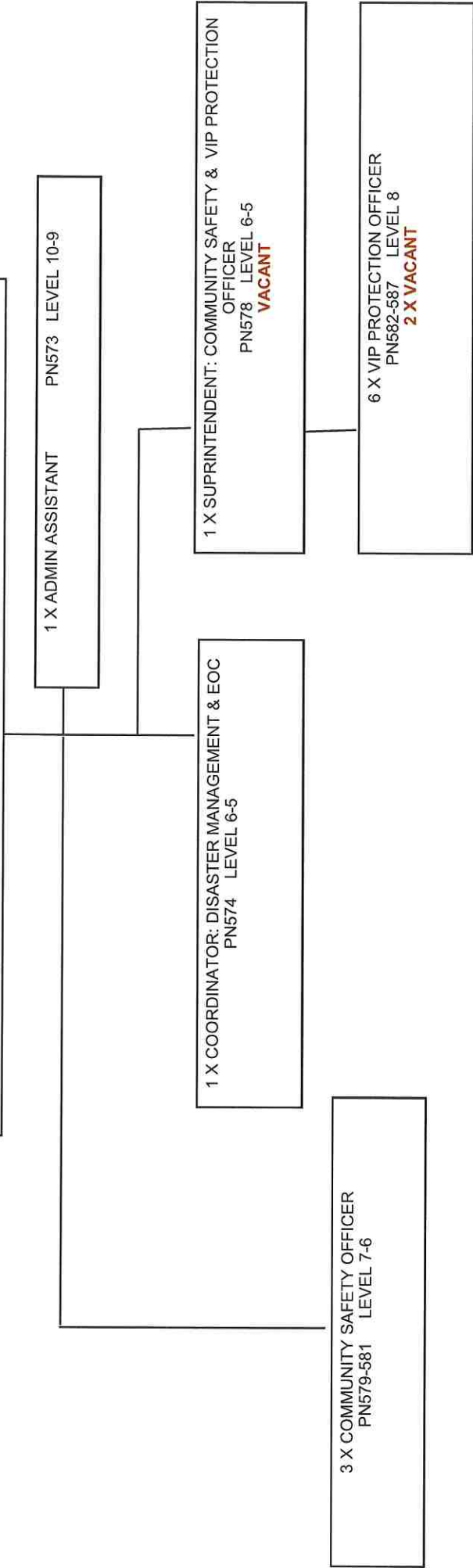
DIVISION: DISASTER MANAGEMENT, COMMUNITY SAFETY & VIP PROTECTION

PURPOSE: To render Disaster Management & Community Safety Services as per the Legislative Act

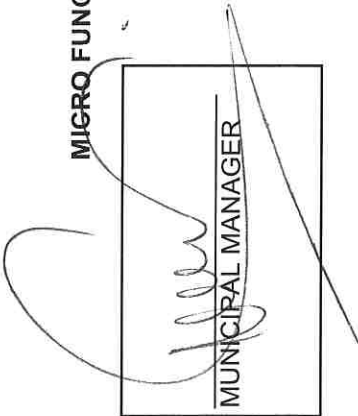
FUNCTIONS:

1. Render Disaster Management & Community Safety Services
2. Render Emergency Operational Centre Services
3. Render VIP Protection

1 X MANAGER: DISASTER MANAGEMENT & COMMUNITY SAFETY
PN193 LEVEL 3-2
VACANT



WEST RAND DISTRICT MUNICIPALITY
MIGRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: PUBLIC SAFETY: DISASTER MANAGEMENT & COMMUNITY SAFETY


MUNICIPAL MANAGER

SECTION: DISASTER MANAGEMENT & EOC
1 X COORDINATOR: DISASTER MANAGEMENT & EOC
PN574
LEVEL 6-5

1 X CLERICAL ASSISTANT PN587 LEVEL 11-10
VACANT

4 X SHIFT OFFICER
PN588-591 LEVEL 8-7

1. **VACANT**

3 X DISASTER MANAGEMENT OFFICER
PN592-594 LEVEL 7-6

4 X SENIOR DISPATCHER
PN595-598 LEVEL 10-9

- 1. **VACANT**
- 2. **VACANT**
- 3. **VACANT**

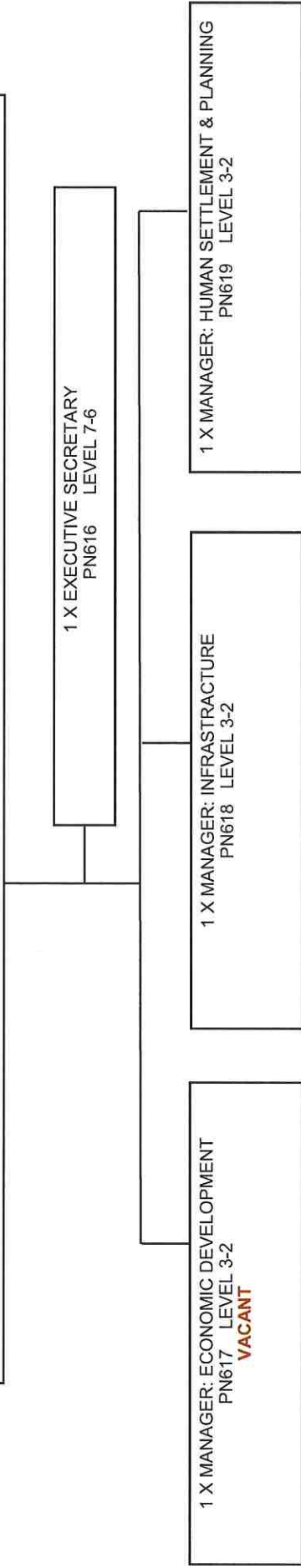
16 X DISPATCHER
PN599-615 LEVEL 11-10

- 1. **VACANT**
- 2. **VACANT**
- 3. **VACANT**
- 4. **VACANT**
- 5. **VACANT**
- 6. **VACANT**

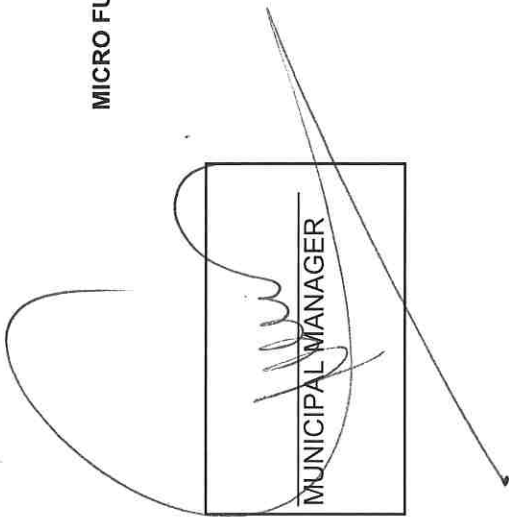
WEST RAND DISTRICT MUNICIPALITY
MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: REGIONAL PLANNING & RE-INDUSTRIALIZATION

MUNICIPAL MANAGER

DEPARTMENT: REGIONAL PLANNING & ECONOMIC DEVELOPMENT
<p>PURPOSE: To manage Regional Planning and Economic Development in accordance with legislation, policies and the IDP</p> <p>FUNCTIONS:</p> <ol style="list-style-type: none"> 1. Co-ordinate Regional Economic Development in accordance with Provincial and Regional strategies 2. Render Human Settlement, Land Use and Transport Planning Services regarding Infrastructural projects in accordance with legislation and the IDP 3. Coordinate Agricultural & Rural Development in accordance with legislation and the IDP 4. Coordinate, lead and oversee the implementation roads and storm water construction and maintenance projects 5. Coordinate, lead and oversee the implementation electricity and energy infrastructure construction and maintenance programmes and projects 6. Coordinate, lead and oversee the implementation water and sanitation infrastructure construction and maintenance programmes and projects 7. Coordinate, lead and oversee the implementation of infrastructure planning in the region
<p>1 X EXECUTIVE DIRECTOR: REGIONAL PLANNING & ECONOMIC DEVELOPMENT PN008</p>



WEST RAND DISTRICT MUNICIPALITY
MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: REGIONAL PLANNING & RE-INDUSTRIALIZATION


MUNICIPAL MANAGER

DIVISION: ECONOMIC DEVELOPMENT
1 X MANAGER: ECONOMIC DEVELOPMENT
PN617 LEVEL 3-2
VACANT

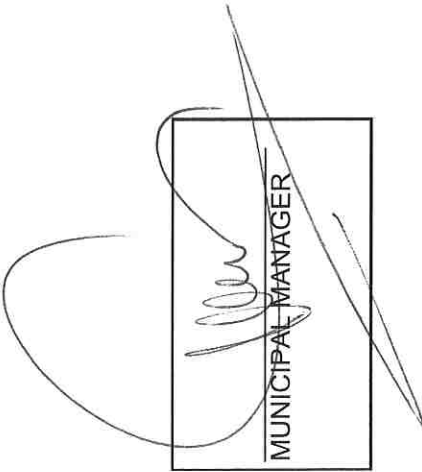
1 X ADMIN ASSISTANT
PN620 LEVEL 10-9

1 X COORDINATOR: TOURISM & TOWNSHIP REVITALISATION
PN621 LEVEL 6-5
VACANT

1 X COORDINATOR: AGRICULTURE & RURAL DEVELOPMENT
PN622 LEVEL 6-5
VACANT

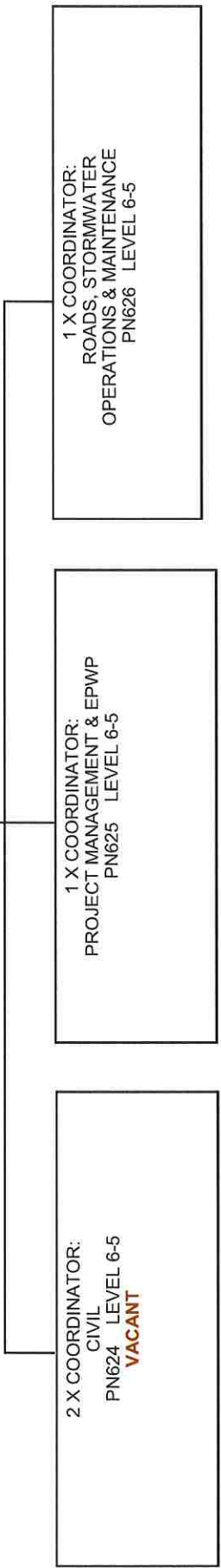
1 X FACILITATOR: AGRICULTURE & RURAL DEVELOPMENT
PN623 LEVEL 9-8

WEST RAND DISTRICT MUNICIPALITY
MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: TECHNICAL SERVICES




MUNICIPAL MANAGER

DIVISION: INFRASTRUCTURE
1 X MANAGER: INFRASTRUCTURE
PN618 LEVEL 3-2



MICRO FUNCTIONAL AND ORGANISATIONAL STRUCTURE: REGIONAL PLANNING & RE-INDUSTRIALIZATION
WEST RAND DISTRICT MUNICIPALITY


MUNICIPAL MANAGER

