



LIMPOPO PROVINCE  
LIMPOPO PROVINSIE  
XIFUNDZANKULU XA LIMPOPO  
PROFENSE YA LIMPOPO  
VUNDU LA LIMPOPO  
IPHROVINSI YELIMPOPO

**Provincial Gazette • Provinsiale Koerant • Gazete ya Xifundzankulu  
Kuranta ya Profense • Gazethe ya Vundu**

***Extraordinary • Buitengewoon***

*(Registered as a newspaper) • (As 'n nuusblad geregistreer) • (Yi rhijistariwile tanihi Nyuziphepha)  
(E ngwadisits`we bjalo ka Kuranta) • (Yo redzhistariwa sa Nyusiphepha)*

**Vol: 29**

**POLOKWANE,  
14 JANUARY 2022  
14 JANUARIE 2022**

**No: 3230**

**We all have the power to prevent AIDS**



**AIDS  
HELPLINE**

**0800 012 322**

DEPARTMENT OF HEALTH

**Prevention is the cure**

**N.B. The Government Printing Works will not be held responsible for the quality of "Hard Copies" or "Electronic Files" submitted for publication purposes**

ISSN 1682-4563



9 771682 456003



0 3 2 3 0

**IMPORTANT NOTICE:**

THE GOVERNMENT PRINTING WORKS WILL NOT BE HELD RESPONSIBLE FOR ANY ERRORS THAT MIGHT OCCUR DUE TO THE SUBMISSION OF INCOMPLETE / INCORRECT / ILLEGIBLE COPY.

**No** FUTURE QUERIES WILL BE HANDLED IN CONNECTION WITH THE ABOVE.

**Contents**

**Limpopo 3229, General Notice No. 256, dated 14-01-2022, is hereby replaced by the following: Limpopo 3230, General Notice No. 257 dated 14-01-2022**

<i>No.</i>		<i>Gazette No.</i>	<i>Page No.</i>
<b>LOCAL AUTHORITY NOTICES • PLAASLIKE OWERHEIDS KENNISGEWINGS</b>			
257	City of Polokwane Naturally Progressive: Ward Committees Policy 2021 .....	3230	3

**LOCAL AUTHORITY NOTICES • PLAASLIKE OWERHEIDS KENNISGEWINGS**

**LOCAL AUTHORITY NOTICE 257 OF 2022**

Enquiries : 0671621561

Morethe Mpai-Manager Legislative Support

Notice is hereby given that Polokwane Municipality has in its urgent Council meeting held on 23 December 2021, revised and adopted its Ward Committee By-Law.

A copy of the by-law is available upon request from Polokwane Municipality.



**WARD COMMITTEES POLICY 2021**

Word Document Amended Version

(TM)

**TABLE OF CONTENT**

<b>ITEM</b>	<b>PAGE NUMBER</b>
PREAMBLE	01
LEGISLATIVE FRAMEWORK	02
ESTABLISHMENT OF WARD COMMITTEES	02
STATUS OF WARD COMMITTEES	02
FUNCTIONS AND POWERS OF WARD COMMITTEES	03
COMPOSITION OF WARD COMMITTEES	04
MEMBERSHIP CRITERIA FOR WARD COMMITTEES	05
NOMINATION & ELECTION PROCEDURE	06
CONDUCT OF MEMBERS OF A WARD COMMITTEE	08
SETTING OF DATES BY THE SPEAKER	08
COMMUNITY DEVELOPMENT WORKERS (CDWS)	09
THE LINK BETWEEN WARD COMMITTEES AND CDWS	09
WARD COMMITTEE MEETINGS	09
BUDGET	11
CAPACITY BUILDING FOR WARD COMMITTEE	11
ANNUAL WARD COMMITTEE CONFERENCE	11
ADMINISTRATIVE SUPPORT	11
VACANCIES	12
DISPUTE RESOLUTION	12
TERMINATION OF MEMBERSHIP	12
DISSOLUTION OF WARD COMMITTEE	12
TERM OF OFFICE	13

**POLOKWANE MUNICIPALITY**

**WARD COMMITTEE POLICY 2021**

**Preamble**

WHEREAS the **Constitution of the Republic of South Africa, 1996, Chapter 7 Section 152** defines the aims of local government;

AND WHEREAS the **Local Government: Municipal Structures Act, 117/1998-Section 73 and 74** sets out the establishment and functions of Ward Committees;

AND WHEREAS the **Local Government: Municipal Systems Act, 32/2000** stipulates public participation opportunities the community can expect from municipalities;

AND WHEREAS the **National Guidelines For the Establishment and Operations of Municipal Ward Committees-2005** details the setting up and running of Ward Committees;

AND WHEREAS the **National Framework: Criteria for determining Out Of Pocket Expenses For Ward Committee Members-2009** outlines the remuneration criteria for Ward Committee allowances;

NOW THEREFORE this document provides a policy framework on the **Establishment and Operations of Ward Committees** within **Polokwane Local Municipality**.

## 1. LEGISLATIVE FRAMEWORK.

The Constitution of South Africa (Act no.108 of 1996) mandates local government to provide a democratic and accountable local government and encourages the involvement of communities and community organisations in the matters of local government.

Measures were introduced to entrench community participation and to transform the local government functions by emphasising development with a strong element of community participation within the developmental framework. Local Government: Municipal Systems Act, 32/2000.

Developmental Local Government is defined as "local government committed to working with citizens and groups within the community to find sustainable ways to meet social, economic, and material needs and improve the quality of their lives" (RSA, 1998, section B).

Local government legislation makes provision for local authorities to establish a system of participatory democracy at the local level in the form of Ward Committees. Local Government: Municipal Structures Act, 117/1998.

These Ward Committees were introduced in municipalities as community structures to play a critical role in linking and informing the municipalities about the needs, aspirations, potentials and problems of the communities. They were established to form the bridge between local municipalities and communities by facilitating proper communication.

## 2. ESTABLISHMENT OF WARD COMMITTEES

2.1 A submission is made in line with the provision of Section 72 (l) of the Municipal Structures Act, to establish Ward Committees in terms of Section 73 of the Structures Act.

2.2 Each ward shall have a Ward Committee.

## 3. STATUS OF WARD COMMITTEES

3.1 The object of the Ward Committee is to enhance participatory democracy in local government.

3.2 Ward Committees are:

- (a) An advisory body;
- (b) A representative structure;
- (c) Independent; and
- (d) Must be impartial and perform their duties without fear, favour or prejudice.

#### 4. FUNCTIONS AND POWERS OF WARD COMMITTEES

- 4.1 A Ward Committee may make recommendations on any matter affecting its ward to the Ward Councillor; or through the Ward Councillor, to the Council.
- 4.2 A Ward Committee may have such duties and powers as may be delegated to it by Polokwane Municipality Council in terms of **Section 59** of the Municipal Systems Act, 1998.
- 4.3 Ward Committees serve as official specialised participatory structures in the municipality; the following represents duties and powers that may be delegated to a Ward Committee by Polokwane Local Municipality:
- a. To create formal unbiased communication channels as well as cooperative partnerships between the community and the Council that may be achieved as follows:
- (i) Advise and make recommendations to the Ward Councillor on matters and policy affecting the ward;
  - (ii) Assist the Ward Councillor in identifying challenges and needs of residents;
  - (iii) Disseminate information in the ward concerning municipal affairs such as the budget, Integrated Development Planning, Performance Management System (PMS), service delivery options and municipal properties utilisation.
  - (iv) Receive queries and complaints from residents concerning municipal service delivery, communicate it to Council and provide feedback to the community on Council's response;
  - (v) Ensure constructive and harmonious interaction between the Municipality and community through the use and co-ordination of ward residents meetings and other community development forums; and
  - (vi) Interact with other forums and organisations on matters affecting the ward.
- b. To serve as a mobilising agent for organised community action (non-political, chaotic or destructive) within the ward, to be achieved on the following grounds:
- (i) Attending to all matters that affect and benefit the community;
  - (ii) Acting in the best interest of the community;
  - (iii) Ensuring the active participation of the community in:
    - Service payment campaigns;
    - The Integrated Development Planning process;
    - The municipality's budgetary process;
    - Decisions about the provision of municipal services; and
    - Decisions about by-laws.
- 4.4. No executive powers may be delegated to any Ward Committee member.
- 4.5. A Ward Committee may express dissatisfaction in writing to the municipal council on the non-performance of a Ward Councillor through the office of The Speaker of Council.
- 4.6. A Ward Committee may conduct an annual satisfaction survey in order to assist the committee in the execution of its functions and powers. The satisfaction survey shall be administered in the ward by Ward Committee members under the supervision of the Ward Councillor and with the administrative support of the Municipality.



## 5. COMPOSITION OF WARD COMMITTEES

### 5.1 A Ward Committee must consist of:

- a. The Ward Councillor of that particular ward who is the Chairperson of that Committee and
  - b. Not more than 10 members may be elected in terms of these rules.
    - Wards with more than 10 villages may elect not more than 13 ward committee members
  - c. The Proportional Councillor, who has been assigned to that ward by the Office of the Speaker as an ex officio member with no voting rights, who in consultation with the Ward Councillor may assist and complement the work of the Ward Councillor in the Ward Committee as well as participate in the deliberations of the Ward Committee and
  - d. A member of the Public Participation Unit providing administrative support with no voting rights.
  - e. No political party may be represented on a Ward Committee.
- 5.2 The procedure for electing members must take into account the need for women to be equitably presented in a Ward Committee and for a diversity of interests in the ward to be represented.
- 5.3 Gender equity may be pursued by ensuring that there is even representation of men and women on a Ward Committee.
- 5.4 A diversity of interests may be pursued by ensuring the inclusion of as many as possible of the following interest groups on a Ward Committee:
- Special focus groups (Senior citizens, people living with disabilities, youth & women)
  - Religious groupings;
  - Sports, arts and culture;
  - Health and welfare;
  - Business;
  - Environment;
  - Education;
  - Community safety forums;
  - Community based organisations;
  - Ratepayers' associations;
  - Traditional leaders;
  - Agricultural associations;
  - Informal traders' associations;
  - Farm workers
- 5.5 Unless the Municipality wishes to appoint a secretary, the Ward Committee must appoint a secretary and assistant secretary from its membership to fulfil relevant duties of the Ward Committee.
- 5.6 A Ward Councillor may delegate in writing the chairing of a meeting to a Proportional Representation Councillor in his/her absence.
- 5.7 A Ward Committee may establish one or more sub-committees necessary for the performance of its functions and to involve organisations more extensively.

- 5.8 The Ward Committee and sub-committees may meet together as a ward forum for major discussions.
- 5.9 All stakeholders in the ward must be encouraged to participate in sub-committees that are relevant to their fields of interest and to their day-to-day functioning as a Sector.

## **6. MEMBERSHIP CRITERIA FOR WARD COMMITTEES**

The following election criteria shall be applied for electing Ward Committee members:

- 6.1 In order to participate and be elected as a member of a Ward Committee, a person must be a registered voter in the ward and reside within a particular village/zone or area where elections are conducted.
- 6.2 A voters' roll shall be utilised to manage the election process.
- 6.3 Members have to be active in the sector or geographic area they represent. They should be motivated to work on the Ward Committee by their commitment to working for a better life for members of their constituency.
- 6.4 A person is not eligible for election if he/she is employed by Polokwane Municipality or Capricorn District Municipality;
- 6.5 A member of the National Assembly, the National Council of Provinces or a Provincial Legislature cannot be elected;
- 6.6 No person whose municipal services account for rates and service charges is in arrears for more than 3 months shall be eligible for election as member of a Ward Committee.
- 6.7 A person who wishes to be elected to the Ward Committee shall not be an un-rehabilitated insolvent.
- 6.8 Anyone who has been convicted of an offence and sentenced to imprisonment without the option of a fine, and persons of unsound mind who have been declared so by a competent court cannot be elected.
- 6.9 A person that is eligible to be voted as ward committee member must be able to read and write.

**7. NOMINATION & ELECTION PROCEDURE**

Sectoral and geographic representation models shall be applied respectively considering the dynamics of each cluster.

**7.1 Sectoral election model: Identification of Interest Groups**

- a. The council identifies the key performance areas of each ward, for example local economic development and basic services. The list of key areas of interest provided for under "Composition of Ward Committees" may be used for this purpose;
- b. The council invites interest groups to state their interest in and concern with any of the key performance areas;
- c. The council identifies the groups that have a demonstrable interest in any of the key performance areas and represent residents of the area; and
- d. The council identifies the clusters of interest groups (no more than ten) that qualify for election.

**7.1.1 Elections shall take place as follows: Option 1 – within the ward**

- a. The Ward Councillor calls a meeting in the ward for the election of a Ward Committee;
- b. Only residents who are registered voters may vote at the meeting;
- c. In each cluster, identified groups nominate a representative;
- d. A nomination form is completed to nominate candidates two weeks before the proposed elections and verification is done to comply with all the qualification criteria
- e. Nominations from the floor on the day of elections will also be accepted, providing the nominated candidate adheres to the qualifications criteria
- f. The meeting votes by majority (50% plus one) for a representative of that cluster. If no one obtains the majority the three candidates who received the most votes proceed to the next round.

**7.1.2 Elections shall take place as follows: Option 2 – within the Council**

- a. The municipal council calls a meeting of all councillors for the election of Ward Committees to which all residents have been invited to attend.
- b. All Councillors are entitled to vote at the meeting.
- c. In each cluster, an identified group will have nominated a representative.
- d. The meeting votes by majority (50% plus one) for a representative of that cluster. If no one obtains the majority, the three candidates who received the most votes proceed to the next round.

7.2 **Geographic Election Model: Identification of interest groups:**

- a. The Council identifies the geographical area or villages or clusters of farms that will represent an equitable spread of the residents in the ward;
- b. Each geographical area or village or cluster of farms is requested to nominate a representative; and
- c. If five or less geographical areas or villages or clusters of farms are identified, a male and female representative shall be nominated by each.

7.2.1 **Election shall take place as follows: Option 1-within the ward**

- a. The Ward Councillor calls a meeting in the ward for the election of a Ward Committee.
- b. Only residents who are registered voters may vote at the meeting.
- c. Each geographical area or village or cluster of farms nominates representatives (maximum of three).
- d. The meeting votes by majority (50% plus one) for a representative of each village, geographical area or cluster of farms.

7.2.2 **Election shall take place as follows: Option 2-within the council**

- a. The Municipal Council calls a meeting of all Councillors for the election of Ward Committees to which all residents have been invited to attend.
- b. All councillors are entitled to vote at the meeting.
- c. Each geographical area, village or cluster of farms will nominate a representative.
- d. The meeting votes by majority (50% plus one) for a representative of each geographical area, village or cluster of farms.
- e. Voting may take place by a majority show of hands or formal ballot.
- f. In wards where communities or structures are known to be highly politicised, a formal ballot process shall be followed.
- g. The election process shall be co-ordinated by the administrative division of the Municipality, through the Public Participation Strategic Business Unit with the consent of the Municipal Council.

7.3 The following election procedures are proposed:

- a. The Ward Councillor and office of the Speaker (Public Participation Unit) must co-ordinate a schedule of meetings for election purposes.

- b. The Ward Councillor and office of the Speaker (Public Participation Unit) must ensure that:
- (i) Women are equitably represented.
  - (ii) Meetings are fully representative of almost all sections, villages or stakeholders within the ward.
  - (iii) Although no quorum for the elections is required, an attendance register shall be completed.
  - (iv) All people taking part are registered voters of that ward.

## 8. CONDUCT OF MEMBERS OF A WARD COMMITTEE

### 8.1 A member of the committee:

- a. Must perform the functions of the committee in good faith and without fear, favour or prejudice.
- b. May not use the position or privileges of a member for private gain, or to improperly benefit another person.
- c. May not act in any other way that compromises the credibility, impartiality, independence or integrity of the committee.
- d. Must adopt the principle of accountability to the community and all political parties represented in Council.
- e. Must be accessible by the community and ensure that all role players can relate to the process and the issues at hand and are able to make their input into the processes of the committee.
- f. Must adopt the principle of transparency to promote openness, sincerity and honesty among all the role-players in a participative process and promote trust and respect for the integrity of each role-player and a commitment by all to the overriding objectives of the process in the interest of the common good.
- g. Must recognise diversity and understand the differences associated with race, gender, religion, ethnicity, language, age, economic status and sexual orientation, among others.
- h. Must embrace all views and opinions in the process of community participation. (Special effort should be made to include previously disadvantaged persons and groups, including women and youth in the activities of the Ward Committee.)
- i. Must provide an apology with a valid reason to the Chairperson of the committee if a meeting cannot be attended.

### 8.2 Ward Committee members must sign a Code of Conduct, which shall be administered by the Ward Councillor.

## 9. SETTING OF DATES BY THE SPEAKER

### 9.1 Within 90 days after the inauguration of the new Council, the Speaker shall, in consultation with the PPU administrative team set dates by which:

- a. The respective Ward Councillors shall recommend as well as the sectors to be represented in his / her ward and the number of representatives per sector (for sectoral representation);
- b. Ward meetings shall be held for geographic representation.

### 9.2 Notification of elections for ward committee members

- a. The Office of the Speaker shall introduce the election process to the Community through Print Media, Radio and Notice boards and engagement with relevant stakeholders.
- b. Notice for ward committee election in all wards should be issued within seven days before the election

**10. COMMUNITY DEVELOPMENT WORKERS (CDWS)**

10.1 Community Development workers (CDWs) are public officials who work with Municipalities where they reside to bridge the gap between service provision by government and access by the community. CDWs serve to link communities with all spheres of government and departments. They are community facilitators whose functions include:

- a. Developing and supporting community structures.
- b. Facilitating public participation in government development projects.
- c. Identifying service blockages in the community and find solutions to identified needs by interacting with all spheres of government and their structures.

**11. THE LINK BETWEEN WARD COMMITTEES AND CDWS**

- (i) CDWs shall attend Ward Committee meetings and offer advice.
- (ii) Ward Committees have to be familiar with the CDWs in their area.
- (iii) CDW's must be able to resolve coordination challenges between spheres of government that arise at local level.

**12. WARD COMMITTEE MEETINGS****12.1 Chairperson**

- (i) Ward Committee meetings are convened and chaired by the Ward Councillor.
- (ii) Members of the Ward Committee must submit items to be discussed, well in advance to the Chairperson.
- (iii) The Chairperson will be responsible to prepare an agenda for Ward Committee meetings through administrative support from Council officials (PPD).
- (iv) A Ward Councillor may delegate any member of the ward committee to chair the meeting in his/her absence.
- (v) Ward committee members are prohibited from wearing any political party's regalia when attending ward committee meetings.

**12.2 Virtual Meetings**

- (i) If under lockdown due to Covid-19 or any other disaster, ward committee Meetings be allowed to be held virtually.
- (ii) this will allow ward committee members to execute their responsibility uninterrupted.

**12.3 Frequency of meetings**

- (i) Ward Committees shall hold committee meetings on a monthly basis to consolidate ward programs & reports.
- (ii) A committee meeting facilitated by PPU shall be held on a monthly basis, wherein Council officials (PPD) will provide administrative and secretarial support.
- (iii) All Ward Committees of Polokwane Local Municipality should as far as reasonably possible adhere to the same meeting intervals.

**12.4 Quorum and decisions**

- (i) Majority of Ward Committee members must be present before a vote may be taken on any matter (50% + one member).
- (ii) A Ward Committee shall endeavour to take decisions based on consensus.
- (iii) If consensus on any matter cannot be achieved, such matter may be determined by a supporting vote of at least the majority of the members of the committee (50% + one of the committee members present).

#### 12.5 Public meetings (ward meetings)

- (a) Public meetings are mainly held in order:
  - (i) To register the concerns and inputs of the community with regard to service delivery, general development of the community, disaster management and any other municipal concern the community may have; and
  - (ii) To report back to the public on issues that affects it.
- (b) Ward or public meetings shall be chaired by the Ward Councillor. A Ward Councillor may delegate in writing the chairing of the meeting in his/her absence to a Proportional Representative Councillor or any member of the Ward Committee.
- (c) If the committee decides to hold a public meeting it may publish a notice in a newspaper circulating in the area concerned, place posters or distribute flyers stating the time, date and place of the meeting inviting the public to attend the meeting or meetings.
- (d) The scheduled date, time and place of the public meeting has to be convenient so as to encourage the greatest number of people to attend.
- (e) At a public meeting a representative of the committee must-
  - i. Explain the meeting procedures, such as adoption of agenda and time allowed for questions;
  - ii. Answer relevant questions;
  - iii. Explain the issues the committee has to consider, including any options open to the committee;
  - iv. Allow members of the public attending the meeting to present their views on these issues;
  - v. Keep minutes of the meeting and inform the public that Ward Committee meeting and public meeting minutes are public documents, and that the community has access to these documents and may make copies at their own cost; and
  - vi. Give feedback on previous issues, including reasons if there is a lack of progress.
- (f) Public meetings are not political platforms and Ward Committee members and the public should refrain from making party political statements, campaigning and canvassing.
- (g) For the purposes of participation in public meetings, a Ward Committee may keep a register of interest groups and organisations that are active in the ward.

#### 12.6 The venue

- (i) Must be in a well known place;



- (ii) Must be easily accessible and where possible, also disabled-friendly; and
- (iii) Must be large enough to accommodate all people present.
- (iv) Where the jurisdiction of a traditional authority extends to the ward where a public meeting is to be held, the relevant traditional authority should be informed of the public meeting.
- (v) When the committee publishes a notice, it must convey, where appropriate, by radio or other appropriate means of communication, such as direct mail outs and posters or notices in key areas such as clinics, schools, bus stops and libraries, the contents of the notice in the area concerned

#### 12.7 Procedures

A Ward Committee with a supporting vote of the majority of its members may determine its own procedures subject to any directions of the Chairperson.

#### 12.8 Work programme

##### 12.7.1 The Ward Committee:

- (i) Must submit a programme with specific outputs of work for one year to the office of the Speaker or other designated political functionary in April of each year.
- (ii) Must perform the functions as set out to achieve and indicated in the work programme.

### 13. BUDGET

- a. The municipality must make administrative arrangements to enable ward committees to perform their functions and exercise their powers effectively. In doing so the municipality must use its resources and allocate funds in its budget to the office of the speaker to further the objective of the ward committees.
- b. The municipality must through the Office of the Speaker, reimburse or incentivise ward committee members for travelling and out of pocket costs incurred as a result of attendance of ward committee meetings. The reimbursement will be done in accordance with the approved resolution of the municipality.
- c. Members and duties of the ward committee members must be regarded as voluntary service for the benefit of the community.

### 14. CAPACITY BUILDING FOR WARD COMMITTEE

- (a) Administration shall do on an annual capacity building and training programmes and prepare a budget accordingly for all ward committees.

### 15. ANNUAL WARD COMMITTEE CONFERENCE

- (a) Administration to organise the annual ward committee conference to review resolution and strategies.

### 16. ADMINISTRATIVE SUPPORT

- (a). Immediately after a ward committee has been elected all the required documents must be submitted to the relevant unit within seven days.
- (b). All administrative backup to enable effective functioning of the ward committee must be allocated in the Office of the Speaker.



**17. VACANCIES**

17.1 If a vacancy occurs among members of a Ward Committee, the Ward Councillor must fill a vacancy by declaring as elected the person who received the second highest number of votes in terms of the previous election in consultation with the constituency that elected; and **vacancies must be filled within 60 days.**

17.2 If nobody can be declared elected in the above manner, the election process must be repeated.

**17.3 After the announcement of the local Government elections date no vacancy shall be filled.**

**18. DISPUTE RESOLUTION**

The following mechanisms are recommended when disputes arise within Ward Committees:

- (i) Every effort shall be made to deal with disputes.
- (ii) When a dispute arises, the Ward Councillor shall appoint a person or persons, the maximum being two, to attempt and resolve the dispute through mediation.
- (iii) If the attempt at mediation fails, the matter is then submitted to the Ward Councillor who shall arbitrate, provided that the matter does not involve the councillor and the majority of the members of the committee.
- (iv) If the majority of committee members remain aggrieved, the matter must be taken to the council through The Office of the Speaker. This should be avoided as far as possible.

**19. TERMINATION OF MEMBERSHIP**

19.1 A member of a Ward Committee remains a member of the Ward Committee unless one the following conditions arise:

- (i) Death;
- (ii) Resignation;
- (iii) Relocation from ward;
- (iv) Election to position of Councillor
- (v) Failure to attend three consecutive meetings of the Ward Committee without apology;
- (vi) Proven involvement in corruption;
- (vii) Failure to adhere to meeting procedures or misconduct during Ward Committee meetings;
- (viii) Not submitting priorities with the mandate of the community;
- (ix) Being involved in proven activities that undermine the Council or Ward Councillor's authority;
- (x) Dismissed in accordance with a resolution of the Ward Committee or by the Executive Mayor or Executive Committee of the Council in consultation with the Ward Councillor and the Speaker;
- (xi) Ceases to be a member of the organisation he/she represents;
- (xii) Is insolvent or declared mentally incompetent by a competent court.

**20. DISSOLUTION OF WARD COMMITTEE**

20.1 A Ward Committee may be dissolved by the Speaker, where it fails to fulfil its role and functions. For the purpose of this rule "failure to fulfil its role and functions" includes:

- (i) when the Ward Committee has failed to hold three consecutive scheduled meetings;
- (ii) when its members decide by majority to dissolve the Ward Committee;

- (iii) when maladministration, fraud, corruption or any serious malpractice is occurring or has taken place;
- (iv) such other reasons which in the discretion of the Speaker make it impossible for the Ward Committee to continue to fulfil its role and functions.

20.2 The procedure for the dissolution of a Ward Committee is as follows:

- (i) The Speaker shall, after written notice has been given, afford the Ward Committee the opportunity to respond within 14 days of the date of the notice regarding its failure to observe its role and functions, and the circumstances thereof.
- (ii) Should the Speaker after considering all the facts and circumstances still remain of the view that the Ward Committee has failed to fulfil its role and functions, he/she shall dissolve the Ward Committee on such date as he/she may determine.
- (iii) A new Ward Committee must be reconstituted in terms of the prescribed process.
- (iv) All Ward Committees in the Municipality will disestablish on the expiration of the term of office of the current municipal council.

**21. TERM OF OFFICE**

Subject to rule 16 members are appointed / elected for a period not exceeding the term of office of the current council.



Printed by and obtainable from the Government Printer, Bosman Street, Private Bag X85, Pretoria, 0001.  
Contact Centre Tel: 012-748 6200. eMail: info.egazette@gpw.gov.za  
Publications: Tel: (012) 748 6053, 748 6061, 748 6065

Also available at **The Provincial Administration: Limpopo Province**, Private Bag X9483, Office of the Premier, 26  
Bodenstein Street, Polokwane, 0699. Tel. (015) 291-3910

This gazette is also available free online at [www.gpwnline.co.za](http://www.gpwnline.co.za)