Appendix 1: Functions and Structure of the Municipality

The eThekwini Municipal Council comprises 222 Councillors. These are categorised into one hundred and eleven (111) elected Ward Councillors and one hundred and eleven (111) Councillors elected to represent Political Parties on the basis of proportional representation.

However, in terms of the outcome of the Ward delimitation process, eThekwini Municipality has gained a Ward. This means by the 2026 Local Government elections a number of Wards will increase to one hundred and twelve (112) Wards, as well as an increase to 112 Ward Councillors.

A number of three (03) Traditional Leaders serve on the eThekwini Municipal Council. Traditional Leaders are recognized in terms of Section 211 of the Constitution of the Republic of South Africa. Their participation in Municipal Council is informed by Section 81(3) of the Local Government: Municipal Structures Act 117 of 1998, as amended.

The eThekwini Municipality is a Municipality with a Collective Executive System combined with a Ward Participatory System. This means the eThekwini Executive Committee comprises both members of the ruling party as well as the opposition parties. As such, the Executive Committee comprises four (04) ANC Members; three (03) DA; one (01) ABC ***(until 12 December 2022)***; one (01) EFF and one (01) IFP Members. The Speaker; Whip of Council; and a Traditional Leader serve as ex-officio Members in the Executive Committee.

The Speaker; Whip of Council; and a Traditional Leader serve as ex-officio Members in the Executive Committee. This means because of their positions, they are automatically entitled to participate in the Committee. However, they have no voting rights, but they may participate in discussions and provide input. They can provide valuable expertise, insight and perspectives, helping to inform decision-making and ensure coordination between different stakeholders.

Ward Committees represent a legislative structure of Council as having been appointed in terms of Section 73 of the Local Government: Municipal Structures Act 117 of 1998 to serve as an advisory body to Council on service delivery and related matters. The City Administration Unit is responsible for managing the interface between Ward Committees and Council.

Functions and Powers

Mayor

The Mayor of our Municipality is the Chairperson of the Executive Committee as well as the Chairperson of the Finance, Security & Emergency Services Committee. He, amongst other duties, oversees the performance of the Municipality with respect to the provision of sustainable service delivery to local communities through appropriate strategies and programmes. He also performs the duties, including any ceremonial functions and exercises the powers delegated to the Mayor by the Municipal Council or by the Executive Committee.

In a nutshell, the duties of the Mayor can be summarized as follows:

i) Providing strategic direction and oversight to the Municipal administration;
ii) Responsible for the appointment of the Accounting Officer;
iii) Represent the Municipality at official events and functions;

iv) Engages with the community on budget and service delivery needs;
v) Ensuring that the Municipality's finances are managed in a responsible; and sustainable manner, and that the Municipality is able to deliver services to its residents in an efficient and effective way

vi) Ensures compliance with the legislation, regulations and standards related to financial management;
vii) Ensures that the Municipal budget is prepared and implemented in accordance with the provisions of the Municipal Finance Management Act, 2003;

viii) Ensures that the Municipality's financial reports are accurate, reliable and submitted to the relevant authorities within specified timeframes;
ix) Ensures that effective internal controls are in place to prevent fraud, corruption and unauthorized expenditure
x) Ensures the Municipality has a Risk Management Strategy in place to identify, assess and mitigate financial risks.

Executive Committee (EXCO)

The Municipal Council established an Executive Committee comprising ten (10) members. The Committee is composed in such a way that parties and interests represented in the Council are represented in EXCO in the same proportion. The Executive Committee is the Management or Principal Committee of the Municipality. It receives and discusses reports from other Committees of Council and must forward these reports together with recommendations to the full Council where it cannot dispose of the matter in terms of its delegated powers. The Committee supports the Municipal Council in performing its role of political oversight over the Municipality's functions, programmes and the management of the administration.

Portfolio Committees

The Council has five Committees supporting the Executive Committee. Every Councillor serves on one of the Committees. The Portfolio Committees are chaired by some of the Members of the Executive Committee. They are established to align with the Municipal Clusters to enable effective oversight role over the functions of the entire Municipality. This is to ensure that ultimately the needs of the eThekwini citizens are met.

The existing Portfolio Committees are as follows:

- Economic Development & Planning Committee
- Community Services Committee
- Governance & Human Resources Committee
- Finance, Security & Emergency Services Committee
- Human Settlements & Infrastructure Committee

Office of the Speaker

The Local Government Municipal Structures Act provides that each Municipal Council must have a Chairperson who is called the Speaker. The Speaker is elected by the Municipal Council from among the Councillors at the first sitting of the Council after the local government elections.

The Speaker acts as a Chairperson in Municipal Council meetings and ensures compliance with the Councillors' Code of Conduct and the Council's Rules of Order By-Law. He also ensures the proper functioning of the legislative side of the Council and is required to be impartial. The Speaker also ensures community participation in legislative initiatives and should communicate with the public on the performance of the Council. The Speaker has ex-officio sitting in all Committees of the Council, with no voting rights.

eThekwini Municipal Council

eThekwini Municipal Council is the final decision-making body within the Municipality wherein the legislative and executive power is vested. The Municipal Council is central in ensuring the Municipality achieves its objectives as enshrined in Section 152 of the Constitution of the Republic of South Africa. The powers vested in the Municipal Council includes the following:

- To govern the local government affairs to the satisfaction of the local communities;
- Approves Municipal Plans and Programmes;
- Exercises the Municipality's executive and legislative authority;

- Facilitates the financing of the Municipality by charging fees for services and imposing surcharges on fees and rates on property.
- Raises loans where required to fund capital projects of the Municipality;
- Approves the Municipal budget every financial year; and
- Enters into Service Level Agreements with other stakeholders to pursue matters of mutual interest for the benefit of the local communities

Reporting lines

The Municipal Manager is the head of administration and the Accounting Officer of the Municipality. He reports to the Mayor and is also accountable to Council, its Executive Committee and its office-bearers (particularly the Mayor and the Speaker).

The Administration is organized as follows at the Executive Management level:

- City Manager, with some Officers reporting directly to the City Manager;
- Deputy City Managers who report to the City Manager. These Deputy City Managers have defined strategic and line function responsibilities as per the respective Clusters they lead; and
- Heads of Units who report to specific Deputy City Managers.

EXECUTIVE COMMITTEE

Chairperson: His Worship the Mayor, Cllr VC Xaba
City Manager: Mr TB Mbhele

This is a Principal Committee of the Municipal Council established in terms of Section 42 of the Municipal Structures Act 117 of 1998, as amended. The Committee guides Council to make decision on Municipal functions and programmes as well as the management of administration.

ECONOMIC DEVELOPMENT & PLANNING COMMITTEE	GOVERNANCE & HUMAN RESOURCES COMMITTEE	SECURITY & EMERGENCY SERVICES COMMITTEE	COMMUNITY SERVICES COMMITTEE	HUMAN SETTLEMENTS, ENGINEERING & TRANSPORT COMMITTEE	TRADING SERVICES COMMITTEE	FINANCE COMMITTEE
Chairperson: Cllr BT Ntuli **Deputy City Manager:** VACANT & **Acting DCM:** Mr G Mohlakoana	**Chairperson:** Cllr NI Madlala **Deputy City Managers:** Mr S Cele & Ms K Makhathini	**Chairperson:** Cllr ZP Myeni **Acting Deputy City Manager:** Mr D Bhengu	**Chairperson:** Cllr ZR Sokhabase **Deputy City Managers:** Mr D Bhengu & Mr S Cele	**Chairperson:** OB Mvubu **Deputy City Manager:** VACANT & **Acting DCM:** Mr E Msweli	**Chairperson:** Cllr MS Nkosi **Deputy City Manager:** Mr S Makhanya & **Acting DCM:** Mr E Msweli	**Chairperson:** Mayor, Cllr VC Xaba **Deputy City Manager:** Dr S Mnguni
Deals with promotion of local economic development and investment opportunities in the eThekwini Municipal area. Provides conducive environment to promote entrepreneurship and also oversees regulations pertaining to land use management.	Responsible for corporate administration; promotion of interface between the Municipality and local communities, national and international stakeholders; and human resources matters including skills development	Considers and makes recommendations to the Executive Committee and Council on all matters pertaining to Emergency Services, Safety and Security.	Considers and makes recommendations to the Executive Committee and Council on all matters pertaining to Community Services, Health and Social Services.	Considers and makes recommendations to the Executive Committee and Council on all matters pertaining to engineering, human settlements, transport.	Considers and makes recommendations to the Executive Committee and Council on all matters pertaining to electricity, waste management and water & sanitation	Considers budget formulation and overall performance of the Municipality against budget approved Considers tariffs set and borrowings required to meet capital projects

Portfolio and Oversight Committees

The table below reflects the eThekwini Municipal Council and its Committees. The founding mandate of each Committee is explained and meetings held to deliberate on matters falling under the jurisdiction of each Committee. The Executive Committee is the “Principal” Committee of the

Municipality. Where support Committees are unable to convene for certain reasons, compliance-related matters are submitted directly to the Executive Committee. This resulted in the Council achieving the necessary compliance requirements from the Committee functionality perspective.

No.	Committee	Committee Purpose	No of Meetings Scheduled	No of Meetings held
1.	Council	This is a final decision-making body of the Municipality on issues pertaining to the affairs of the local community. Council holds executive and legislative power of the Municipality. The Council is established in terms of Section 18 of the Municipal Structures Act 117 of 1998. All Councillors of the Municipality serve on Council.	11	16
2.	Executive Committee	This is a Principal Committee of the Municipal Council established in terms of Section 42 of the Municipal Structures Act 117 of 1998. The Committee guides Council to make decision on Municipal functions and programmes as well as the management of administration.	24	32
3.	**Committees Established in terms of Section 79 of the Municipal Structures Act 117 of 1998** These are Committees established by the Municipal Council to perform any of its functions or exercise any of its powers			
3.1	Speaker's Committee	Assist the Speaker to perform statutory duties including managing the conduct of Councillors and the conduct of Council meetings. Responsible for managing Councillor welfare.	11	14
3.2	AIDS Committee	Advises the Executive Committee and Council on the incidence of persons infected and affected by HIV and AIDS within the Municipal area and strategies for a comprehensive Municipal response to HIV and AIDS and related matters. A mandate is drawn from the South African National Aids Council.	4	0
3.3	Municipal Public Accounts	Assists Council to hold the administration, municipal agencies and entities accountable for their management of municipal funds and assets in order to ensure the efficient and effective utilisation of Council resources.	20	27

No.	Committee	Committee Purpose	No of Meetings Scheduled	No of Meetings held
4.	**Committees Established in terms of Section 80 of the Municipal Structures Act 117 of 1998** These are Committees established to assist the Executive Committee. The approach within the eThekwini Municipality is that these Committees align with the Clusters established by the Municipality to oversee the functioning of the respective Clusters.			
4.1	Community Services Committee	Considers and makes recommendations to the Executive Committee and Council on all matters pertaining to Community Services, Health and Social Services.	10	12
4.2	Human Settlements & eThekwini Transport Authority & Engineering Committee	Considers and makes recommendations to the Executive Committee and Council on all matters pertaining to engineering, human settlements and transport	10	08
4.3	Trading Services Committees	Considers and makes recommendations to the Executive Committee and Council on all matters pertaining to electricity, engineering, waste management and water & sanitation.		
4.4	Finance	Considers and makes recommendations to the Executive Committee and Council on all matters pertaining to Finance.	10	09
4.5	Governance and Human Resources Committee	Responsible for corporate administration; promotion of interface between the Municipality and local communities, national and international stakeholders; and human resources matters including skills development.	10	06
4.6	Security and Emergency Services Committee (Established on 2023-02-28, hence less meetings)	Considers and monitor implementation within the following functional areas: Metro Police Services; Civilian Oversight Committee; Disaster management; Firefighting services; Safer Cities; and Security Management	10	7
4.7	Economic Development & Planning Committee	Deals with promotion of local economic development and investment opportunities in the eThekwini Municipal area. Provides conducive environment to promote entrepreneurship and also oversees regulations pertaining to land use management.	10	7
4.7.1	Town Planning Appeals Committee	This is a sub-Committee of the Economic Development and Planning Support Committee focusing on land use management in terms of subdivision of land; land rezoning; and amendments to Town Planning Regulations.	7	2

No.	Committee	Committee Purpose	No of Meetings Scheduled	No of Meetings held
4.7.2	EThekwini Municipality Informal Economy Forum	This Committee was established after the adoption of the eThekwini Municipality Informal Economy Policy in February 2001. This Committee serves as a negotiation forum where all organisations are given the opportunity to gain recognition as bona fide representatives, subject to a set criterion.	4	2
4.7.3	Climate Change Committee	The Committee is responsible for considering and reporting to the Executive Committee on the City's efforts to address climate change and the progress made in respect of the implementation of the Durban Climate Change Strategy which addresses both climate adaptation and mitigation.	1	1
5.	**Statutory Committees** These are Committees established to perform specific functions in compliance with the provisions of legislation.			
5.1	Civilian Oversight Committee	Performs the function of civilian supervision of the Municipal Police Service as per the requirement in terms of the South African Police Act. ***(Membership to be reviewed for the meetings to convene)***	4	0
5.2	Executive Committee Appeals	This Committee was established as per Section 51 of the Spatial Planning and Land Use Management Act. The Committee serves as an appeal authority where persons whose rights are affected by a decision taken by the Municipal Planning Tribunal may appeal against that decision.	8	5
5.3	Appeals Committee	The establishment of this Committee is a requirement in terms of Section 62(4) (c)(ii) of the Local Government: Municipal Systems Act No. 32 of 2000. The Committee is responsible to hear appeals against decision taken by a political structure or a political office bearer delegated authority over a particular matter. ***(This is an open Committee to convene as and when there are formal appeals submitted against decisions taken by political structures of office bearers)***	0	0
5.4	Ethics Committee	The Committee was established by Council to ensure compliance with the Code of Conduct as set out in Schedule 1 of the Municipal Systems Act 32 of 2000.	36	28

No.	Committee	Committee Purpose	No of Meetings Scheduled	No of Meetings held
5.5	Ward Committees	A legislated structure promoting participatory governance for the local community to be involved in the affairs of the Municipality by contributing input and comments on programmes; plans; budget; as well as the performance of the Municipality.	1 100	753
5.6	Local Labour Forums	These committees are established as required by Section 11.8 the SALBGC Main Collective Agreement which guides their establishment and composition. The Local Labour Forums have the powers and functions to negotiate matters of mutual concern pertaining to the workplace. The SALGBC Main Collective Agreement sets out how LLFs are to function optimally. For this to be achieved, there must be co-operation between the employer and Labour. Councillors are members of the Employer delegation during negotiations with Union Representatives to ensure that Labour matters do not have an impact on Service Delivery		
		Treasury and Office of the City Manager	9	7
		Economic Development and Planning	10	5
		Human Settlements and Infrastructure	10	4
		Community and Emergency Services	10	7
		Governance and Corporate HR	10	3
6.	**Administrative Committees** Committees established to ensure clean and accountable administration in the functioning of the Municipality and in terms of contract management.			
6.1	Audit Committee	Advises Council, political office bearers, the City Manager and Management on matters relating to internal financial control and financial audits; accounting policies; the adequacy, reliability and accuracy of financial reporting and information; performance management; effective governance; enterprise risk management; compliance with the Municipal Finance Management Act, the Annual Division of Revenue Act and any other applicable legislation; and performance evaluation.	11	11

No.	Committee	Committee Purpose	No of Meetings Scheduled	No of Meetings held
6.2	Bid Specification Committee (Trading Services)	Compiles specifications for each public invitation for competitive bids, and where authority has been sought to invite bids, by the Municipality.	45	39
6.3	Bid Specification Committee (Human Settlements, Engineering, Transport and OTHER)	Compiles specifications for each public invitation for competitive bids, and where authority has been sought to invite bids, by the Municipality.	45	48
6.4	Bid Evaluation Committee (Human Settlements, eThekwini Transport and OTHER)	Evaluates bids in accordance with the specifications for a specific procurement; and the points system set out in terms of paragraph 27(2)(f) of the SCM Policy and as prescribed by the Preferential Procurement Policy Framework Act.	45	42
6.5	Bid Evaluation Committee (EWS)	Evaluates bids in accordance with the specifications for a specific procurement; and the points system set out in terms of paragraph 27(2)(f) of the SCM Policy and as prescribed by the Preferential Procurement Policy Framework Act.	45	38
6.6	Bid Adjudication Committee	Considers reports and recommendations of the Bid Evaluation Committee; and either makes a final award or a recommendation to the Accounting Officer to make the final award; or makes another recommendation to the Accounting Officer on how to proceed with the relevant procurement.	48	49
6.7	Municipal Planning Tribunal	The Committee was established as per the requirements of Section 35 (1) of the Spatial Planning and Land Use Management Act. The Committee determines land use and development applications within the eThekwini Municipal area.	13	17
6.8	Capital Investment Committee	Established to manage capital investment decision-making process to ensure integration of progress and programs across the Units	20	19
6.9	Executive Management Committee	Established to coordinate and integrate Municipal activities and assist the Accounting Officer with the implementation of strategic programs and projects of the eThekwini Municipality. Also provide advice in administrative matters requiring decision-making by the Executive Committee or any other Council Committees.	20	14

The composition of the Bid Adjudication, Bid Evaluation and Bid Specification Committees Membership is as follows:

Department	Position	Role
	Bid Adjudication	
Treasury	**Head: Revenue Management**	**Chairperson**
SCM	**Senior Manager: Programmes and Projects Audit**	**Deputy Chairperson**
City Administration	DCM: Governance and International Relations	Member
Human Settlements	Deputy Head: Projects	Member
Legal & Compliance	Deputy Head: Legal Support	Member
SCM	Head: SCM	Alternate Member
Human Settlements	Head: Human Settlements	Alternate Member
Treasury	Chief Investment Officer	Alternate Member
Legal & Compliance	Senior Manager: Legal & Compliance	Alternate Member
Water & Sanitation	Head: Water and Sanitation	Alternate Member
	Bid Evaluation Committee: eThekwini Water and Sanitation	
Engineering	**Head: Engineering**	**Chairperson**
Water and Sanitation	Deputy Head: Scientific Services	
SCM	Senior Manager: Technical Support Services	Member
Legal & Compliance	Senior Manager; Legal & Compliance	Member

Department	Position	Role
Treasury	Senior Manager: Revenue	Member
Legal & Compliance	Senior Legal Advisor	Alternate Member
	Bid Specification: Trading Services	
Cleansing and Solid Waste	**Head: Cleansing and Solid Waste**	**Chairperson**
SCM	**Head: SCM**	**Deputy Chairperson**
SCM	Deputy Head: Policy	Member
Legal & Compliance	Senior Legal Advisor	Member
Engineering	Project Executive	Member
EWS	Project Executive	Member
Treasury	Deputy Head: Revenue Management	Alternate Member
EWS	Manager: Procurement	Alternate Member
Legal & Compliance	Senior Legal Advisor	Alternate Member
	Bid Evaluation : Human Settlements, ETA & OTHER	
Stadia	**Head: Stadia**	**Chairperson**
Engineering	**Senior Manager: Performance & Risk**	**Deputy Chairperson**
COO	Project Executive	Member
ETA	Acting Head: ETA	Member
Engineering	Deputy Head: Roads Provision	Member
Legal & Compliance	Senior Legal Advisor	Member
	Bid Specification Committee (Human Settlements, Engineering, Transport and OTHER)	
IMU	**Head: IMU**	**Chairperson**

Department	Position	Role
ODCM	**Deputy Head: Management Services**	**Deputy Chairperson**
SCM	Manager: Compliance Monitoring	Member
Economic Development and Planning	Acting Project Executive	Member
Legal & Compliance	Senior Legal Advisor	Member
Treasury	Corporate Executive: Departmental Accounting	Member
Legal & Compliance	Senior Legal Advisor	Alternate Member
Engineering	Senior Programme Manager: Engineering	Alternate Member
Safety and Risk	Manager: Safety	Alternate Member
Sizakala Customer Services	Head: Sizakala Customer Services	Alternate Member
Legal & Compliance	Legal Advisor	Alternate Member

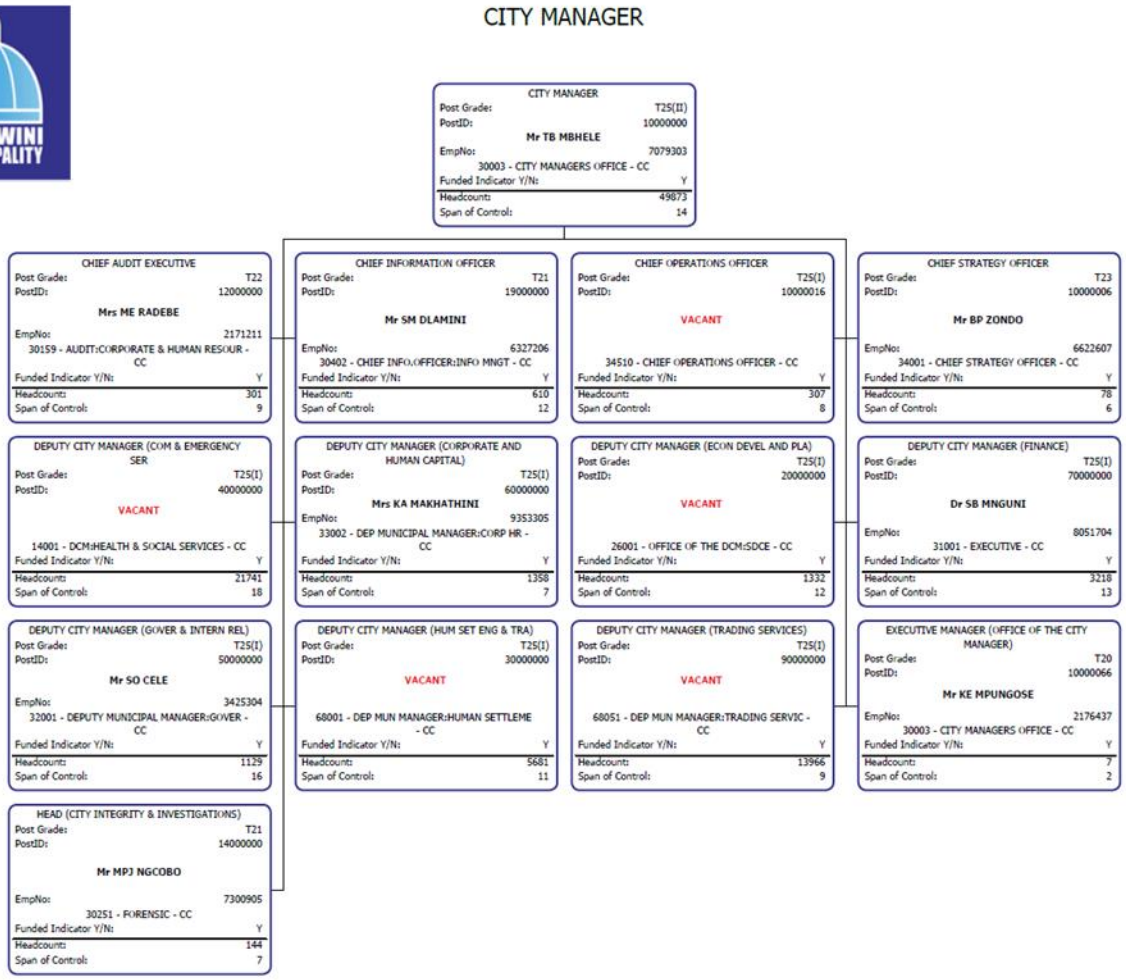

Figure 1: Organisational Structure
Source: eThekwini Municipality, 05/2025
Note: Where positions are listed as vacant, there are currently acting positions in place.
DCM for ECOD (Mr L Phewa) assumed duties on 01 May 2025
DCM Community Services (Dr V Mazibuko) assumed duties on 01 May 2025

OFFICE OF STRATEGIC MANAGEMENT CLUSTER

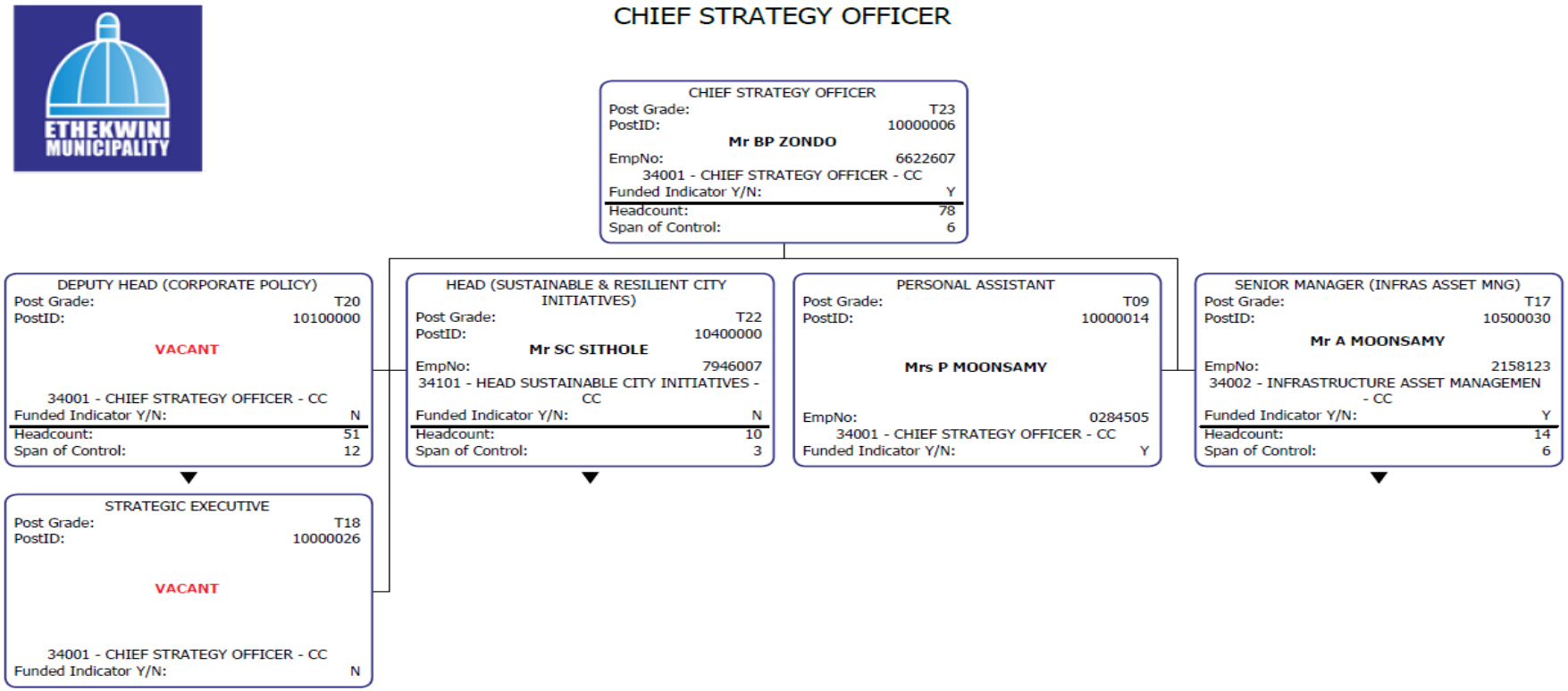

Figure 2: Organisational Structure
Source: eThekwini Municipality, 02/2025

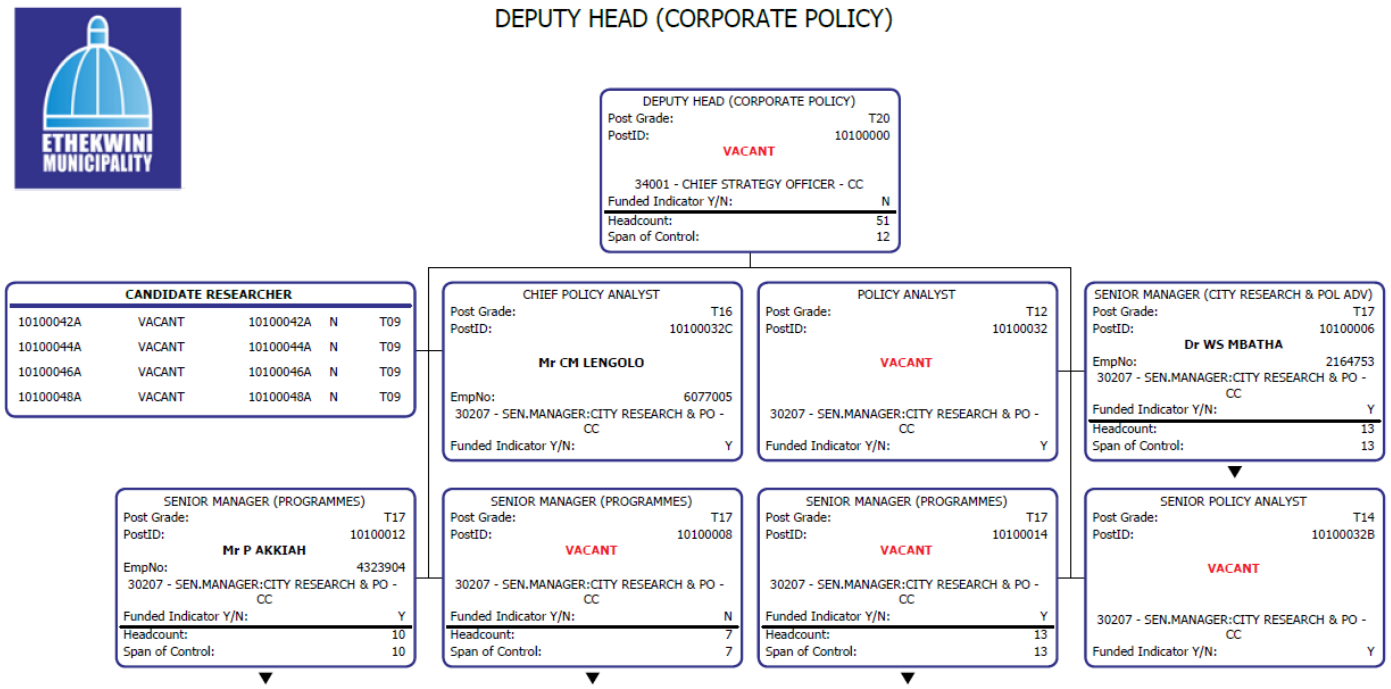

Figure 3: Organisational Structure
Source: eThekwini Municipality, 02/25

Municipal Manager's office

In addition to managing the Deputy Municipal Managers, five offices will report directly to the Municipal Manager:

- Chief Audit, including performance monitoring and evaluation;
- City Integrity and Investigations;
- Chief Operations Officer
- Strategy Office
- Information Management

The IDP office is located within the office of the Chief Strategy Officer.

Strategic Management Team

This is a Strategic Management Team consisting of the Manager and his Deputy Municipal Managers. This Committee meets bi-monthly. The majority of the team is on Section 57 contracts linked to the Manager. The role of Deputy Municipal Managers is to drive and integrate programmes across functional areas as well as to head up clusters. Where necesary, IDP teams make representations at this level for strategic inputs.

Seven Deputy Municipal Managers (DCMs) head the following portfolios:

- Governance and International relations;
- Economic Development and Planning;
- Human Settlements;
- Trading Services;
- Community and Emergency Services;
- Corporate And Human Resources; and
- Finance.

Broad Management Forum

The Broad Management Forum will consist of the Municipal Managers, Heads of the Municipal Manager's Offices, Deputy Municipal Managers and all Heads of Units.The Broad Management Forum will meet at least on a monthly basis (after Council) to deal with general issues and programmes of council. The Broad Management Forum also serves as the municipal IDP Steering Committee.

In addition, the Deputy Municipal Managers will head clusters of Units which meet at least on a monthly basis to (i) further review strategic directions and progress on the Integrated Development Plan (IDP) and (ii) ensure coordination between departments.Where requested, IDP teams make representations at Cluster meetings to confirm IDP inputs.