SOUTH AFRICAN LOCAL GOVERNMENT ASSOCIATION
SALGA
Inspiring service delivery

SALGA: MUNICIPAL ACCOUNTABILITY AND CONSEQUENCE FRAMEWORK DELIVERABLE 3 (VERSION 01)

Purpose

The purpose of this document is to:

1. Provide a guide on available options on which applicable consequences for the different type or class of transgressions and non-performance apply.
2. Reflect attendant implications for failure to act by leadership at both political and administrative levels.
3. Promote a culture of accountable, professional and ethical public administration that places emphasis on good governance and effective service delivery.

Following the approval by SALGA of the proposed format, structure, focus and content of the Municipal Accountability and Consequence Framework, Version 01 of Deliverable 3 has been prepared. This version 01 of the Municipal Accountability and Consequence Framework contains those statutory duties/activities that have clear linkages to specific accountability and consequence measures. The carrying out of these duties/activities are allocated to various political office bearers, officials and institutions, as the case may be. Version 01 consists of a systematic synopsis of these accountability and consequence-linked duties/activities that are found in the Local Government Municipal Structures Act 17 of 1998 (MSA), the Regulations issued in terms of the MSA, the Local Government: Municipal Systems Act 32 of 2000 and the Regulations issued in terms of the MSySA.

Version 02 of Deliverable 3 will be finalised after receipt of the agreed one consolidated set of signed of written comments on Version 01, and will also contain the accountability and consequence-linked duties/activities that are found in the Municipal Finance Management Act 56 of 2003, the Municipal Fiscal Powers and Functions Act 12 of 2007, the Public Administration Management Act 11 of 2014 and the Public Audit Act 25 of 2004.

The table furthermore indicates the relevant accountability action(s)/consequence(s) in the event of non-compliance or lack of fulfilment of the duty/activity concerned.

Self-evaluation key:

Y = Complied with
IP = In process of ensuring compliance
P = Partially complied with
N = Not complied with

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
	COUNCIL							
	The council is directly accountable to the community, provincial and national executive							
1	Council must strive to achieve the objectives set out in section 152 of the Constitution	Municipal Structures Act s 19(1), Constitution s 152		MEC may allocate any functions and powers necessary to restore or maintain basic services, to a local municipality which falls within that district municipality or to the district municipality in whose area that local municipality falls, as the case may be	Municipal Structures Act s 87		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
2	Council must exercise the municipality's executive and legislative authority and use the resources of the municipality in the best interests of the community	Municipal Systems Act s 4(2)(a), s 11(3)-(4), s 15		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)		In the event that the Provincial Executive does not effect provincial intervention, the National	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							Executive may intervene	
3	Council must provide democratic and accountable government	Municipal Systems Act s 4(2)(b)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)		In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
4	Council must promote and undertake development in the municipality	Municipal Systems Act s 4(2)(g)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)		In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
5	Council must promote gender equity in the exercise of the municipality's executive and legislative authority	Municipal Systems Act s 4(2)(h)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)		In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
6	Council must promote a safe and healthy environment in the municipality	Municipal Systems Act s 4(2)(i)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)		In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
7	Council must contribute to the progressive realisation of the fundamental rights contained in sections 24, 25, 26, 27 and 29 of the Constitution	Municipal Systems Act s 4(2)(j)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)		In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
8	Council must respect the rights of citizens and those of other persons protected by the Bill of Rights	Municipal Systems Act s 4(3)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)		In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
9	Council must give effect to the provisions of the Constitution and prioritise basic needs, promote development, and ensure that all community members have access to at least the minimum level of basic municipal services	Municipal Systems Act s 73		Regularly review municipal services with a view to upgrade, extend and improve such services	Municipal Systems Act 73(2)(e)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
10	Council must undertake planning, adopt, annually review and give effect to the integrated development plan (IDP)	Municipal Systems Act s 23-25, s 34 and s 36		MEC may monitor and assist with the drafting and adoption of the IDP, and may take steps to resolve disputes or differences between a municipality and the community, or between different municipalities	Municipal Systems Act s 31		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				MEC may request council to adjust or amend the IDP, failing which the MEC may refer the municipality's objection to an ad hoc committee	Municipal Systems Act s 32		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
11	Council must ensure that basic services are provided to the community	Constitution s 152, s 153 and 156		MEC may allocate any functions and powers necessary to restore or maintain basic services, to a local municipality which falls within that district municipality or to the district municipality in whose area that local municipality falls, as the case may be	Municipal Structures Act s 87		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
12	Council must ensure that municipal services are provided to the local community in a financially and environmentally sustainable manner	Municipal Systems Act s 4(2)(d)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)		In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
13	Council must deliver municipal services through internal or external mechanisms (through a service delivery agreement)	Municipal Systems Act s 76		In cases where a service is provided through an external mechanism, the municipality remains responsible for ensuring that a service is provided to the local community, and must regulate the provision of such service and generally exercise its service authority to ensure uninterrupted delivery of such service	Municipal Systems Act s 81(1), s 81(2)(d) and (e)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Review and decide on most appropriate mechanism to provide such service in cases where a performance evaluation or Section 139 intervention requires such a review, or when requested to do so by the local community	Municipal Systems Act s 77(a)(ii), s 77(b)(i), s 77(c) and (e)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							intervention, the National Executive may intervene	
14	Council must, before it takes a decision on any matter directly affecting the area of a traditional authority, give the leader of that authority the opportunity to express a view on that matter	Municipal Structures Act s 81(3)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)		In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
15	Council must annually review community needs and priorities, processes for involving the community, organisational and delivery mechanisms, and overall performance	Municipal Structures Act s 19(2)		MEC may allocate any functions and powers necessary to restore or maintain basic services, to a local municipality which falls within that district municipality or to the district municipality in whose area that local municipality falls, as the case may be	Municipal Structures Act s 87		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
16	Council must encourage community involvement	Municipal Systems Act s 4(2)(c), s 16-18, s 21, s 21A		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)		In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
17	Council must consult the local community about the level, quality, range and impact of municipal services provided as well as the available options for service delivery	Municipal Systems Act s 4(2)(e)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)		In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
18	Council must give community members equitable access to the municipal services	Municipal Systems Act s 4(2)(f)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)		In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
19	Council must develop mechanisms to consult the community and community organisations	Municipal Structures Act s 19(3)		MEC may allocate any functions and powers necessary to restore or maintain basic services, to a local municipality which falls within that district municipality or to the district municipality in whose area that local municipality falls, as the case may be	Municipal Structures Act s 87		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
					Constitution s 139 and s 155(7)		In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
20	Council must perform functions and exercise powers as assigned to municipality in terms of national or provincial legislation, or by agreement with the municipality, by the national Minister of provincial MEC concerned	Municipal Systems Act s 8, s 9 and s 10, Constitution s 99, s 126, s 156(1)(b)		Responsible assignor (national Minister of provincial MEC, as the case may be) may revoke the assignment	Constitution s 99 and s 126		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
21	Council must manage the administration of a Schedule 4 Part A or Schedule 5 Part A matter which has been assigned by agreement to the municipality by the national Minister of provincial MEC concerned	Constitution s 156(4)		Responsible assignor (national Minister of provincial MEC, as the case may be) may cancel the agreement	Constitution s 156(4)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
22	Council must organise the administration in a manner that would enable the municipality to assign clear responsibilities for management and co-ordination; delegate appropriate powers and/or instruct performance on any duty; and hold the municipal manager accountable for the overall performance of the administration	Municipal Systems Act s 51(h)-(i); s 59(1)		Refer to and comply with the written terms of reference which defines specific roles and areas of responsibility for each political structure and political office bearer and the municipal manager, including lines of accountability and reporting as well as dispute resolution processes and procedures	Municipal Systems Act s 53(1)-(5)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				A delegation or instruction does not divest council of the responsibility concerning the exercise of the power or the performance of the duty.	Municipal Systems Act s 59(2)(e)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
23	Council must establish, adopt and implement performance management system, and ensure that performance targets are reached	Municipal Systems Act s 38-39, s 41-44, Local Government: Municipal Planning and Performance Management Regulations GNR.796 of 24 August 2001 Reg 7-12		Council must monitor, review, audit, take steps to improve performance, and report on the performance management system, and involve the community in these processes	Municipal Systems Act s 40-41, s 45-47, Local Government: Municipal Planning and Performance Management Regulations GNR.796 of 24 August 2001 Reg 13-15		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				MEC must submit a consolidated report on municipal performance to provincial legislature, Minister and NCOP. Such report must include proposed remedial actions.	Municipal Systems Act s 47			
				Minister must submit a consolidated report on municipal performance to Parliament and MECs	Municipal Systems Act s 47			
24	Council must fulfil all statutory obligations binding on the municipality in the absence of maladministration, fraud, corruption or any other serious malpractice	Municipal Systems Act s 106(1)		The MEC must request council or municipal manager to provide information required; or designate a person or persons to investigate the matter	Municipal Systems Act s 106(1)-(3)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							intervention, the National Executive may intervene	
				The Minister may request the MEC to investigate maladministration, fraud, corruption or any other serious malpractice which, in the opinion of the Minister, has occurred or is occurring	Municipal Systems Act s 106(4)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
25	Council must maintain a record of staff members dismissed for misconduct and staff members who resigned prior to the finalisation of any disciplinary proceedings, and submit same to the MEC and Minister	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 6-8		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)		In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
26	Council must provide quarterly reports on the status of disciplinary cases to the MEC	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 19(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)		In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
27	Council must submit to a specified national organ of state such information as may be required as provided for by the	Municipal Systems Act s 107		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)		In the event that the Provincial Executive does not effect provincial	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
	Minister by notice in the Gazette						intervention, the National Executive may intervene	
	COUNCILLOR							
	A councillor is directly accountable to the community and the council							
1	A councillor, as part of the municipal council, must perform the duties and functions of council	Municipal Structures Act s 19(1), Constitution s 152		Council may investigate or establish a special committee to investigate non-compliance, where after the councillor may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
2	A councillor must execute delegated powers and perform duties as instructed by Council, and report thereon	Municipal Systems Act s 59(1), s 63		A delegation or instruction does not divest council of the responsibility concerning the exercise of the power or the performance of the duty	Municipal Systems Act s 59(2)(e)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Council may review and/or withdraw any delegation or instruction	Municipal Systems Act s 59(1)(c), s 65			
				Council may review any decision taken by a councillor in consequence of a delegation or instruction, or require the executive committee or executive mayor to review such decision	Municipal Systems Act 59(3)			
3	A councillor must remain qualified to be a councillor by not being appointed by, or being in the service of, the municipality and receiving remuneration for that appointment or service (except if exempted by the MEC)	Municipal Structures Act s 27(b) and s 21(1)(b), Constitution s 158(1)(a)		Councillor must vacate office, and vacancy must be filled	Municipal Structures Act s 27(b), Municipal Structures Act Schedule 1 Item 18-20		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
4	A councillor must remain qualified to be a councillor by not being disqualified from voting for the National Assembly	Municipal Structures Act s 27(b) and s 21(1)(b), Constitution s 158(1)(c)		Councillor must vacate office, and vacancy must be filled	Municipal Structures Act s 27(b), Municipal Structures Act Schedule 1 Item 18-20		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

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5	A councillor must remain qualified to be a councillor by not being or becoming an unrehabilitated insolvent	Municipal Structures Act s 27(b) and s 21(1)(b), Constitution s 158(1)(c) and s 47(1)(c)		Councillor must vacate office, and vacancy must be filled	Municipal Structures Act s 27(b), Municipal Structures Act Schedule 1 Item 18-20		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
6	A councillor must remain qualified to be a councillor by not being declared to be of unsound mind by a court	Municipal Structures Act s 27(b) and s 21(1)(b), Constitution s 158(1)(c) and s 47(1)(d)		Councillor must vacate office, and vacancy must be filled	Municipal Structures Act s 27(b), Municipal Structures Act Schedule 1 Item 18-20		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
7	A councillor must remain qualified to be a councillor by not being convicted of an offence and sentenced to more than 12 months imprisonment without the option of a fine	Municipal Structures Act s 27(b) and s 21(1)(b), Constitution s 158(1)(c) and s 47(1)(e)		Councillor must vacate office, and vacancy must be filled	Municipal Structures Act s 27(b), Municipal Structures Act Schedule 1 Item 18-20		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							provincial intervention, the National Executive may intervene	
				A person convicted of an offence and sentenced to more than 12 month's imprisonment without the option of a fine, is disqualified to remain a councillor and to become a councillor of any municipality during a period of five years as from the conviction	Municipal Systems Act s 119(4)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
8	A councillor must remain qualified to be a councillor by not being or becoming a member of the National Assembly, a delegate to the National Council of Provinces or a member of a provincial legislature (except if such councillor represents local government in the NCOP)	Municipal Structures Act s 27(b) and s 21(1)(b), Constitution s 158(1)(d)		Councillor must vacate office, and vacancy must be filled	Municipal Structures Act s 27(b), Municipal Structures Act Schedule 1 Item 18-20		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
9	A councillor must remain qualified to be a councillor by not being or becoming a member of another municipal council (except if such councillor represents such council in another municipal council of a different category)	Municipal Structures Act s 27(b) and s 21(1)(b), Constitution s 158(1)(e)		Councillor must vacate office, and vacancy must be filled	Municipal Structures Act s 27(b), Municipal Structures Act Schedule 1 Item 18-20		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
10	A councillor must comply with the provisions of Code of Conduct for Councillors relating to general conduct	Municipal Systems Act Schedule 1 Item 2		Chairperson of council must investigate alleged breach and report to the council and MEC	Municipal Systems Act Schedule 1 Item 13		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a committee to investigate, where after the councillor may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							intervention, the National Executive may intervene	
				Councillor vacates office if removed from office by MEC in terms of Code of Conduct for Councillors	Municipal Structures Act s 27(d), Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
11	A councillor must comply with the provisions of Code of Conduct for Councillors relating to attendance of council and committee meetings	Municipal Systems Act Schedule 1 Item 3		Council may impose a fine. If absent for three or more consecutive meetings, the councillor must be removed from office.	Municipal Systems Act Schedule 1 Item 4		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
12	A councillor must comply with the provisions of Code of Conduct for Councillors relating to disclosure of interests	Municipal Systems Act Schedule 1 Item 5		Chairperson of council must investigate alleged breach and report to council and MEC	Municipal Systems Act Schedule 1 Item 13		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							intervention, the National Executive may intervene	
				Council may investigate or establish a committee to investigate, where after the councillor may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Councillor vacates office if removed from office by MEC in terms of Code of Conduct for Councillors	Municipal Structures Act s 27(d), Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
13	A councillor must comply with the provisions of Code of Conduct for Councillors relating to personal gain	Municipal Systems Act Schedule 1 Item 6		Chairperson of council must investigate alleged breach and report to council and MEC.	Municipal Systems Act Schedule 1 Item 13		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect	Constitution s 100 and s 155(7)

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							provincial intervention, the National Executive may intervene	
				Council may investigate or establish a committee to investigate, where after the councillor may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Councillor vacates office if removed from office by MEC in terms of Code of Conduct for Councillors	Municipal Structures Act s 27(d), Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
14	A councillor must comply with the provisions of Code of Conduct for Councillors relating to declaration of interests	Municipal Systems Act Schedule 1 Item 7, Local Government: Municipal Systems Regulations GNR.459 of 25 May 2001 Reg 3		Chairperson of council must investigate alleged breach and report to council and MEC.	Municipal Systems Act Schedule 1 Item 13		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a committee to investigate, where after the councillor may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Councillor vacates office if removed from office by MEC in terms of Code of Conduct for Councillors	Municipal Structures Act s 27(d), Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							provincial intervention, the National Executive may intervene	
15	A councillor must comply with the provisions of Code of Conduct for Councillors relating to not undertaking paid work as a full-time councillor	Municipal Systems Act Schedule 1 Item 8		Chairperson of council must investigate alleged breach and report to council and MEC.	Municipal Systems Act Schedule 1 Item 13		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a committee to investigate, where after the councillor may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Councillor vacates office if removed from office by MEC in terms of Code of Conduct for Councillors	Municipal Structures Act s 27(d), Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
16	A councillor must comply with the provisions of Code of Conduct for Councillors relating to rewards, gifts and favours	Municipal Systems Act Schedule 1 Item 9		Chairperson of council must investigate alleged breach and report to council and MEC.	Municipal Systems Act Schedule 1 Item 13		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a committee to investigate, where after the councillor may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Councillor vacates office if removed from office by MEC in terms of Code of Conduct for Councillors	Municipal Structures Act s 27(d), Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
17	A councillor must comply with the provisions of Code of Conduct for Councillors relating to unauthorised disclosure of information	Municipal Systems Act Schedule 1 Item 10		Chairperson of council must investigate alleged breach and report to council and MEC.	Municipal Systems Act Schedule 1 Item 13		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a committee to investigate, where after the councillor may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							National Executive may intervene	
				Councillor vacates office if removed from office by MEC in terms of Code of Conduct for Councillors	Municipal Structures Act s 27(d), Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
18	A councillor must comply with the provisions of Code of Conduct for Councillors relating to intervention in administration	Municipal Systems Act Schedule 1 Item 11		Chairperson of council must investigate alleged breach and report to council and MEC.	Municipal Systems Act Schedule 1 Item 13		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a committee to investigate, where after the councillor may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Councillor vacates office if removed from office by MEC in terms of Code of Conduct for Councillors	Municipal Structures Act s 27(d), Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
19	A councillor must comply with the provisions of Code of Conduct for Councillors relating to not utilising or benefiting from municipal property	Municipal Systems Act Schedule 1 Item 12		Chairperson of council must investigate alleged breach and report to council and MEC.	Municipal Systems Act Schedule 1 Item 13		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a committee to investigate, where after the councillor may be warned, reprimanded, fined, or, on	Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				request of the Council, suspended or removed by the MEC				
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Councillor vacates office if removed from office by MEC in terms of Code of Conduct for Councillors	Municipal Structures Act s 27(d), Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
20	A councillor must comply with the provisions of Code of Conduct for Councillors relating to not being in arrears for municipal rates and services for longer than 12 months	Municipal Systems Act Schedule 1 Item 12A		Chairperson of council must investigate alleged breach and report to council and MEC	Municipal Systems Act Schedule 1 Item 13		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							Executive may intervene	
				Council may investigate or establish a committee to investigate, where after the councillor may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Councillor vacates office if removed from office by MEC in terms of Code of Conduct for Councillors	Municipal Structures Act s 27(d), Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
21	A councillor may not share in any profits or improperly receive any benefits from a service provider providing a municipal service in terms of a service delivery agreement	Municipal Systems Act s 81(5)		Chairperson of council must investigate alleged breach and report to council and MEC	Municipal Systems Act Schedule 1 Item 13		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a committee to investigate, where after the councillor may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Councillor vacates office if removed from office by MEC in terms of Code of Conduct for Councillors	Municipal Structures Act s 27(d), Municipal Systems Act Schedule 1 Item 14		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
22	A councillor may not attempt to influence the municipal manager, a staff member or an agent of the municipality not to enforce an obligation in terms of any applicable legislation or any by-law or a decision of the council	Municipal Systems Act s 119(1)		Is guilty of an offence and on conviction liable to a fine or to imprisonment for a period not exceeding two years	Municipal Systems Act s 119(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
23	A councillor may not be convicted of an offence and sentenced to more than 12 month's imprisonment without the option of a fine	Municipal Systems Act s 119(4)		Disqualified to remain a councillor of the municipality concerned and to become a councillor of any municipality during a period of five years as from the conviction	Municipal Systems Act s 119(4)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
	SPEAKER							
	The speaker is directly accountable to the council							

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
1	The speaker must preside at meetings of the council; ensure that the council meets at least quarterly; maintain order during meetings; and ensure that council meetings are conducted in accordance with the rules and orders of the council	Municipal Structures Act s 37(a), s 37(c) and s 37(d)-(f)		Council may, by resolution, remove the speaker from their office as speaker	Municipal Structures Act s 40		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the speaker, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
2	The speaker must execute delegated powers and perform duties as instructed by Council, and report thereon	Municipal Systems Act s 59(1), s 63; Municipal Structures Act s 37(b)		A delegation or instruction does not divest council of the responsibility concerning the exercise of the power or the performance of the duty	Municipal Systems Act s 59(2)(e)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may review and/or withdraw any delegation or instruction	Municipal Systems Act s 59(1)(c), s 65			
				Council may review any decision taken by the speaker in consequence of a delegation or instruction, or require the executive committee or executive mayor to review such decision	Municipal Systems Act 59(3)			
				Council may, by resolution, remove the speaker from their office as speaker	Municipal Structures Act s 40		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the speaker, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
3	The speaker must ensure compliance in the council and council committees with the Code of Conduct	Municipal Structures Act s 37(e); Municipal Systems Act Schedule 1		Council may, by resolution, remove the speaker from their office as speaker	Municipal Structures Act s 40		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the speaker, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
	EXECUTIVE COMMITTEE							
	The executive committee is directly accountable to the council							
1	The executive committee must identify the needs of the municipality, review and evaluate those needs in order of priority, and recommend to the Council strategies, programmes and services to address priority needs through the IDP and estimates of revenue and expenditure	Municipal Structures Act s 44(2)		Council may, by resolution, remove one, more or all member(s) of the executive committee from their office as member(s) of the executive committee	Municipal Structures Act s 53(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the Executive committee member, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
2	The executive committee must recommend or determine the best methods to deliver those strategies, programmes and services to the maximum benefit of the community	Municipal Structures Act s 44(2)		Council may, by resolution, remove one, more or all member(s) of the executive committee from their office as member(s) of the executive committee	Municipal Structures Act s 53(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the Executive committee member, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
3	The executive committee must monitor the management of the municipality's administration	Municipal Structures Act s 44(3)		Council may, by resolution, remove one, more or all member(s) of the executive committee from their office as member(s) of the executive committee	Municipal Structures Act s 53(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the Executive committee member, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
4	The executive committee must oversee the provision of services to communities in the municipality	Municipal Structures Act s 44(3)		Council may, by resolution, remove one, more or all member(s) of the executive committee from their office as member(s) of the executive committee	Municipal Structures Act s 53(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Council may investigate or establish a special committee to investigate non-compliance, where after the Executive committee member, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
5	The executive committee must exercise the powers and the performance of the duties of the appointed committees of councillors to assist the executive committee or executive mayor	Municipal Structures Act s 80(3)(c)		The executive committee is not divested of the responsibility concerning the exercise of the power or the performance of the duty	Municipal Structures Act s 80(2)(c		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may, by resolution, remove one, more or all member(s) of the executive committee from their office as member(s) of the executive committee	Municipal Structures Act s 53(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the Executive committee member, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
6	The executive committee must manage the drafting process of IDP and submit same draft to council for adoption	Municipal Systems Act s 30		MEC may monitor and assist with the drafting and adoption of the IDP, and may take steps to resolve disputes or differences between a municipality and the community, or between different municipalities	Municipal Systems Act s 31		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							Executive may intervene	
				MEC may request council to adjust or amend the IDP, failing which the MEC may refer the municipality's objection to an ad hoc committee	Municipal Systems Act s 32		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
7	The executive committee must receive reports from other committees of the council, and forward same together with recommendations to the council in instances where it cannot dispose of a specific matter in terms of its delegated powers	Municipal Structures Act s 44(1)(b)		Council may, by resolution, remove one, more or all member(s) of the executive committee from their office as member(s) of the executive committee	Municipal Structures Act s 53(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Council may investigate or establish a special committee to investigate non-compliance, where after the Executive committee member, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
8	The executive committee must ensure that regard is given to public views and report on the effect of consultation on the decisions of the council	Municipal Structures Act s 44(3)		Council may, by resolution, remove one, more or all member(s) of the executive committee from their office as member(s) of the executive committee	Municipal Structures Act s 53(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the Executive committee member, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council,	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				suspended or removed by the MEC				
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
9	The executive committee must annually report on the involvement of communities and community organisations in the affairs of the municipality	Municipal Structures Act s 44(3)		Council may, by resolution, remove one, more or all member(s) of the executive committee from their office as member(s) of the executive committee	Municipal Structures Act s 53(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the Executive committee member, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
10	The executive committee must execute delegated powers and perform duties as instructed by Council, and report thereon	Municipal Systems Act s 59(1), s 63		A delegation or instruction does not divest council of the responsibility concerning the exercise of the power or the performance of the duty.	Municipal Systems Act s 59(2)(e)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may review and/or withdraw any delegation or instruction	Municipal Systems Act s 59(1)(c), s 65			
				Council may review any decision taken by the speaker in consequence of a delegation or instruction, or require the executive committee to review such decision	Municipal Systems Act 59(3)			
11	The executive committee must perform the delegated duties as delegated by the council	Municipal Structures Act s 44(3)		Council may, by resolution, remove one, more or all member(s) of the executive committee from their office as member(s) of the executive committee	Municipal Structures Act s 53(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							intervention, the National Executive may intervene	
				Council may investigate or establish a special committee to investigate non-compliance, where after the Executive committee member, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
12	The executive committee must identify and develop criteria in terms of which progress in the implementation of the strategies, programmes and services can be evaluated, including key performance indicators	Municipal Structures Act s 44(3)		Council may, by resolution, remove one, more or all member(s) of the executive committee from their office as member(s) of the executive committee	Municipal Structures Act s 53(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	S 100 Constitution

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Council may investigate or establish a special committee to investigate non-compliance, where after the Executive committee member, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	S 100 Constitution
13	The executive committee must evaluate progress against the key performance indicators	Municipal Structures Act s 44(3)		Council may, by resolution, remove one, more or all member(s) of the executive committee from their office as member(s) of the executive committee	Municipal Structures Act s 53(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	S 100 Constitution
				Council may investigate or establish a special committee to investigate non-compliance, where after the Executive committee member, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council,	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				suspended or removed by the MEC				
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
14	The executive committee must review the performance of the municipality in order to improve the municipality's economy, efficiency and effectiveness; the efficiency of credit control and revenue and debt collection services; and implementation of the by-laws	Municipal Structures Act s 44(3)		Council may, by resolution, remove one, more or all member(s) of the executive committee from their office as member(s) of the executive committee	Municipal Structures Act s 53(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the Executive committee member, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council,	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				suspended or removed by the MEC				
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
15	The executive committee must annually report to the council on all decisions taken	Municipal Structures Act s 44(4)		Council may, by resolution, remove one, more or all member(s) of the executive committee from their office as member(s) of the executive committee	Municipal Structures Act s 53(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the Executive committee member, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
	MAYOR							
	The mayor is directly accountable to council							
1	The mayor must preside at meetings of the executive committee	Municipal Structures Act s 49(a)		Council may, by resolution, remove the mayor from their office as executive committee member, in which case the mayor also vacates their office as mayor	Municipal Structures Act s 53(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							provincial intervention, the National Executive may intervene	
2	The mayor must convene a committee meeting if a majority of the members requests the mayor in writing to do so	Municipal Structures Act s 50		Council may, by resolution, remove the mayor from their office as executive committee member, in which case the mayor also vacates their office as mayor	Municipal Structures Act s 53(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
3	The mayor must execute delegated powers and perform duties as instructed by Council, and report thereon	Municipal Systems Act s 59(1), s 63		A delegation or instruction does not divest council of the responsibility concerning the exercise of the power or the performance of the duty.	Municipal Systems Act s 59(2)(e)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may review and/or withdraw any delegation or instruction	Municipal Systems Act s 59(1)(c), s 65			
				Council may review any decision taken by the mayor in consequence of a delegation or instruction, or require the executive committee to review such decision	Municipal Systems Act 59(3)			
4	The mayor must perform the duties, including any ceremonial functions, and exercise the powers delegated to the mayor by the municipal council or the executive committee	Municipal Structures Act s 49(b)		Council may, by resolution, remove the mayor from their office as executive committee member, in which case the mayor also vacates their office as mayor	Municipal Structures Act s 53(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
	DEPUTY MAYOR							
	The deputy mayor is directly accountable to the mayor and council							
1	The deputy mayor must exercise the powers and performs the duties of the mayor if the mayor is absent or not available or if the office of the mayor is vacant	Municipal Structures Act s 49(2)		Council may, by resolution, remove the deputy mayor from their office as executive committee member, in which case the deputy mayor also vacates their office as deputy mayor	Municipal Structures Act s 53(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the deputy mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
2	The deputy mayor must execute delegated powers and perform duties as instructed by Council, and report thereon	Municipal Systems Act s 59(1), s 63		A delegation or instruction does not divest council of the responsibility concerning the exercise of the power or the performance of the duty.	Municipal Systems Act s 59(2)(e)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may review and/or withdraw any delegation or instruction	Municipal Systems Act s 59(1)(c), s 65			
				Council may review any decision taken by the deputy mayor in consequence of a delegation or instruction, or require the executive committee to review such decision	Municipal Systems Act 59(3)			
3	The deputy mayor must perform the duties as delegated by the mayor	Municipal Structures Act s 49(2)		Council may, by resolution, remove the deputy mayor from their office as executive committee member, in which case the deputy mayor also vacates their office as deputy mayor	Municipal Structures Act s 53(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the deputy mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
	EXECUTIVE MAYOR							
	The executive mayor is directly accountable to the council							
1	The executive mayor must identify the needs of the municipality, review and evaluate those needs in order of priority, and recommend to the Council strategies, programmes and services to address priority needs through the IDP and estimates of revenue and expenditure	Municipal Structures Act s 56(2)		Council may, by resolution, remove the executive mayor from office	Municipal Structures Act s 58		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the executive mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
2	The executive mayor must recommend or determine the best methods to deliver those strategies, programmes and services to the maximum benefit of the community	Municipal Structures Act s 56(2)		Council may, by resolution, remove the executive mayor from office	Municipal Structures Act s 58		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							Executive may intervene	
				Council may investigate or establish a special committee to investigate non-compliance, where after the executive mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
3	The executive mayor must manage the drafting process of IDP and submit same draft to council for adoption	Municipal Systems Act s 30		MEC may monitor and assist with the drafting and adoption of the IDP, and may take steps to resolve disputes or differences between a municipality and the community, or between different municipalities	Municipal Systems Act s 31		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				MEC may request council to adjust or amend the IDP, failing which the MEC may refer the municipality's objection to an ad hoc committee	Municipal Systems Act s 32		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 139 and s 155(7)
4	The executive mayor must receive reports from committees of the council, and forward same together with recommendations to the council in instances where they cannot dispose of a specific matter in terms of their delegated powers	Municipal Structures Act s 56(1)		Council may, by resolution, remove the executive mayor from office	Municipal Structures Act s 58		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the executive mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
5	The executive mayor must monitor the management of the municipality's administration in accordance with the directions of the council	Municipal Structures Act s 56(3)		Council may, by resolution, remove the executive mayor from office	Municipal Structures Act s 58		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the executive mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
6	The executive mayor must oversee the provision of services to communities in the municipality	Municipal Structures Act s 56(3)		Council may, by resolution, remove the executive mayor from office	Municipal Structures Act s 58		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the executive mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
7	The executive mayor must annually report on the involvement of communities and community organisations in the affairs of the municipality	Municipal Structures Act s 56(3)		Council may, by resolution, remove the executive mayor from office	Municipal Structures Act s 58		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							National Executive may intervene	
				Council may investigate or establish a special committee to investigate non-compliance, where after the executive mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
8	The executive mayor must ensure that regard is given to public views and report on the effect of consultation on the decisions of the council	Municipal Structures Act s 56(3)		Council may, by resolution, remove the executive mayor from office	Municipal Structures Act s 58		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Council may investigate or establish a special committee to investigate non-compliance, where after the executive mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
9	The executive mayor must, If a municipal council has more than nine members, appoint a mayoral committee	Municipal Structures Act s 60(1)		Council may, by resolution, remove the executive mayor from office	Municipal Structures Act s 58		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 139 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the executive mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 139 and s 155(7)
10	The executive mayor is responsible for the exercise of the powers and the performance of the duties of the appointed committees of councillors to assist the executive committee or executive mayor	Municipal Structures Act s 80(3)(c)		The executive mayor is not divested of the responsibility concerning the exercise of the power or the performance of the duty	Municipal Structures Act s 80(2)(c		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may, by resolution, remove the executive mayor from office	Municipal Structures Act s 58		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Council may investigate or establish a special committee to investigate non-compliance, where after the executive mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 139 and s 155(7)
11	The executive mayor must perform a ceremonial role as the municipal council may determine	Municipal Structures Act s 56(4)		Council may, by resolution, remove the executive mayor from office	Municipal Structures Act s 58		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the executive mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
12	The executive mayor must execute delegated powers and perform duties as instructed by Council, and report thereon	Municipal Systems Act s 59(1), s 63		A delegation or instruction does not divest council of the responsibility concerning the exercise of the power or the performance of the duty.	Municipal Systems Act s 59(2)(e)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 139 and s 155(7)
				Council may review and/or withdraw any delegation or instruction	Municipal Systems Act s 59(1)(c), s 65			
				Council may review any decision taken by the executive mayor in consequence of a delegation or instruction, or require the executive mayor to review such decision	Municipal Systems Act 59(3)			
13	The executive mayor must perform the delegated duties as delegated by the council	Municipal Structures Act s 56(3)		Council may, by resolution, remove the executive mayor from office	Municipal Structures Act s 58		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							Executive may intervene	
				Council may investigate or establish a special committee to investigate non-compliance, where after the executive mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
14	The executive mayor must identify and develop criteria in terms of which progress in the implementation of the strategies, programmes and services can be evaluated, including key performance indicators	Municipal Structures Act s 56(3)		Council may, by resolution, remove the executive mayor from office	Municipal Structures Act s 58		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Council may investigate or establish a special committee to investigate non-compliance, where after the executive mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
15	The executive mayor must evaluate progress against the key performance indicators	Municipal Structures Act s 56(3)		Council may, by resolution, remove the executive mayor from office	Municipal Structures Act s 58		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the executive mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
16	The executive mayor must review the performance of the municipality in order to improve the municipality's economy, efficiency and effectiveness; the efficiency of credit control and revenue and debt collection services; and implementation of the by-laws	Municipal Structures Act s 56(3)		Council may, by resolution, remove the executive mayor from office	Municipal Structures Act s 58		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the executive mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							National Executive may intervene	
17	The executive mayor must report to the municipal council on all decisions taken	Municipal Structures Act s 56(5)		Council may, by resolution, remove the executive mayor from office	Municipal Structures Act s 58		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the executive mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
	DEPUTY EXECUTIVE MAYOR							
	The deputy executive mayor is directly accountable to the executive mayor and council							

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
1	The deputy executive mayor must execute delegated powers and perform duties as instructed by Council, and report thereon	Municipal Systems Act s 59(1), s 63		A delegation or instruction does not divest council of the responsibility concerning the exercise of the power or the performance of the duty.	Municipal Systems Act s 59(2)(e)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may review and/or withdraw any delegation or instruction	Municipal Systems Act s 59(1)(c), s 65			
				Council may review any decision taken by the deputy executive mayor in consequence of a delegation or instruction, or require the executive mayor to review such decision	Municipal Systems Act 59(3)			
2	The deputy executive mayor exercise the powers and performs the duties of the executive mayor if the executive mayor is absent or not available or if the office of the executive mayor is vacant	Municipal Structures Act s 56(6)		Council may, by resolution, remove the deputy executive mayor from office	Municipal Structures Act s 58		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Council may investigate or establish a special committee to investigate non-compliance, where after the deputy executive mayor, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
	MAYORAL COMMITTEE							
	The mayoral committee is directly accountable to the executive mayor and council							
1	The mayoral committee must execute delegated powers and perform duties as instructed by the council in terms of the Municipal Systems Act, and report thereon	Municipal Systems Act s 59(1), s 63		A delegation or instruction does not divest council of the responsibility concerning the exercise of the power or the performance of the duty.	Municipal Systems Act s 59(2)(e)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Council may review and/or withdraw any delegation or instruction	Municipal Systems Act s 59(1)(c), s 65			
				Council may review any decision taken by the mayoral committee in consequence of a delegation or instruction, or require the executive mayor to review such decision	Municipal Systems Act 59(3)			
2	The mayoral committee must exercise and perform those powers and functions of the executive mayor as may be designated by the council in terms of the Municipal Structures Act	Municipal Structures Act s 60(3)		Executive mayor may dismiss a member of the mayoral committee	Municipal Structures Act s 60(1)(d)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the member of the mayoral committee, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							Executive may intervene	
	METROPOLITAN SUBCOUNCIL							
	The metropolitan subcouncil is directly accountable to council							
1	The metropolitan subcouncil must execute delegated powers and perform duties as instructed by Council, and report thereon	Municipal Systems Act s 59(1), s 63		A delegation or instruction does not divest council of the responsibility concerning the exercise of the power or the performance of the duty.	Municipal Systems Act s 59(2)(e)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may review and/or withdraw any delegation or instruction	Municipal Systems Act s 59(1)(c), s 65			
				Council may review any decision taken by the metropolitan subcouncil in consequence of a delegation or instruction, or require the executive committee or executive mayor to review such decision	Municipal Systems Act 59(3)			
2	The metropolitan subcouncil must exercise and perform those duties and powers as the metro council may delegate to the metropolitan subcouncil	Municipal Structures Act s 64(1)(a)		Deal with non-compliance in terms of the metropolitan subcouncil's own procedures, if such procedures have been determined	Municipal Structures Act s 69		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may investigate or establish a special committee to investigate non-compliance, where after the member of the metropolitan subcouncil, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
	WARD COMMITTEE							
	The ward committee is directly accountable to the community and the council							

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
1	The ward committee must exercise and perform such powers and duties as the metro or local council may delegate to the ward committee, and report thereon	Municipal Structures Act s 74(b), Municipal Systems Act s 59(1), s 63, Guidelines for the establishment and operation of Municipal Ward Committees GN 964 of 24 June 2005 Reg 5		A delegation or instruction does not divest council of the responsibility concerning the exercise of the power or the performance of the duty	Municipal Systems Act s 59(2)(e)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may review a decision taken by the ward committee in consequence of a delegation or instruction, or require the executive committee or executive mayor to review such a decision	Municipal Systems Act 59(3)			
				Council may review and/or withdraw any delegation or instruction	Municipal Systems Act s 59(1)(c), s 65			
				Council may investigate or establish a special committee to investigate non-compliance, where after the ward councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				A metro or local council may dissolve a ward committee if the committee fails to fulfil its object	Municipal Structures Act s 78, Guidelines for the establishment and operation of Municipal Ward Committees GN 964 of 24 June 2005 Reg 19		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				The ward councillor must implement corrective measures to ensure effective and efficient performance of the committee as suggested by the speaker or other designated political functionary	Guidelines for the establishment and operation of Municipal Ward Committees GN 964 of 24 June 2005 Reg 17(j)			
				A ward committee may express dissatisfaction in writing to the municipal council on the non-performance of a ward councillor.	Guidelines for the establishment and operation of Municipal Ward Committees GN 964 of 24 June 2005 Reg 5(3)(e)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
2	The ward committee must comply with the provisions regulating the conduct of members of ward committees	Guidelines for the establishment and operation of Municipal Ward Committees GN 964 of 24 June 2005 Reg 10		Membership (excluding that of the ward councillor) may be terminated for failure to attend three consecutive meetings without apology, proven involvement in corruption, failure to adhere to meeting procedures or misconduct during meetings, not submitting priorities with the mandate of the community, being involved in proven activities that undermine the council or ward councillor's authority, ceasing to be a member of the organisation he/she represents, and being declared insolvent or mentally incompetent.	Guidelines for the establishment and operation of Municipal Ward Committees GN 964 of 24 June 2005 Reg 15(5)-(9) and (11)-(12)			
				A member (excluding the ward councillor) may be 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 or designated political functionary.	Guidelines for the establishment and operation of Municipal Ward Committees GN 964 of 24 June 2005 Reg 15(10)			
	COMMITTEE OF THE MUNICIPAL COUNCIL							
	A committee of the municipal council is directly accountable to council							

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
1	A committee of the council must, If the municipality does not have an executive committee or executive mayor, manage the drafting process of IDP and submit same draft to council for adoption	Municipal Systems Act s 30		MEC may monitor and assist with the drafting and adoption of the IDP, and may take steps to resolve disputes or differences between a municipality and the community, or between different municipalities	Municipal Systems Act s 31		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				MEC may request council to adjust or amend the IDP, failing which the MEC may refer the municipality's objection to an ad hoc committee	Municipal Systems Act s 32		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
2	A committee of the council must execute delegated powers and perform duties as instructed by Council, and report thereon	Municipal Systems Act s 59(1), s 63		A delegation or instruction does not divest council of the responsibility concerning the exercise of the power or the performance of the duty.	Municipal Systems Act s 59(2)(e)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							National Executive may intervene	
				Council may review and/or withdraw any delegation or instruction	Municipal Systems Act s 59(1)(c), s 65			
				Council may review any decision taken by a committee of the municipal council in consequence of a delegation or instruction, or require the executive committee or executive mayor to review such decision	Municipal Systems Act 59(3)			
3	A committee of the council must exercise and perform such functions and duties as determined and delegated by council	Municipal Structures Act s 79(2)		Council may dissolve a committee at any time	Municipal Structures Act s 79(1)(c)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may remove a member of a committee at any time	Municipal Structures Act s 79(2)(e)			
				Council may investigate or establish a special committee to investigate non-compliance, where after the member of the committee, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
	COMMITTEE TO ASSIST THE EXECUTIVE COMMITTEE OR EXECUTIVE MAYOR							
	A committee established to assist the executive committee or executive mayor is directly accountable to such executive committee or executive mayor, as the case may be							
1	A committee established to assist the executive committee or executive mayor must exercise and perform such powers and duties as delegated by the executive committee or executive mayor, and report to the executive committee or executive mayor thereon	Municipal Structures Act s 80(3)(b)		A delegation does not divest the executive committee or executive mayor of the responsibility concerning the exercise of the power or the performance of the duty	Municipal Structures Act s 80(3)(c)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Executive committee or executive mayor may revoke any decision taken by a committee, subject to any vested rights	Municipal Structures Act s 80(3)(d)			
				Council may dissolve a committee at any time	Municipal Structures Act s 80(1) & Municipal Structures Act s 79(1)(c)			
				Council may remove a member of a committee at any time	Municipal Structures Act s 80(1) & Municipal Structures Act s 79(2)(e)			
				Council may investigate or establish a special committee to investigate non-compliance, where after the member of the committee, in their capacity as councillor, may be warned, reprimanded, fined, or, on request of the Council, suspended or removed by the MEC	Municipal Systems Act Schedule 1 Item 14(2)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
2	A committee established to assist the executive committee or executive mayor must execute delegated powers and perform duties as instructed by Council, and report thereon	Municipal Systems Act s 59(1), s 63		A delegation or instruction does not divest council of the responsibility concerning the exercise of the power or the performance of the duty	Municipal Systems Act s 59(2)(e)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							provincial intervention, the National Executive may intervene	
				Council may review and/or withdraw any delegation or instruction	Municipal Systems Act s 59(1)(c), s 65			
				Council may review any decision taken by a committee to assist the executive committee or executive mayor, or require the executive committee or executive mayor to review such decision	Municipal Systems Act 59(3)			
	TRADITIONAL LEADER IN MUNICIPAL COUNCILS							
	A traditional leader participating in the proceedings of a municipal council is directly accountable to the traditional community they represent and to the council							
1	A traditional leader must, when participating in the proceedings of a municipal council, comply with the relevant provisions of the Code of Conduct for Councillors	Municipal Structures Act s 81(5)(a), Municipal Systems Act Schedule 1 Item 15		Chairperson of council must investigate alleged breach and report to the council and MEC	Municipal Systems Act Schedule 1 Item 13		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Council may investigate and make a finding, or establish a committee to investigate and make a finding, where after council may issue a formal warning to the traditional leader or request the MEC to suspend or cancel the traditional leader's right to participate in the proceedings of the council	Municipal Systems Act Schedule 1 Item 15		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
	MUNICIPAL MANAGER							
	The municipal manager is the head of administration and the accounting officer of the municipality, and is directly accountable to the council							
1	The municipal manager must manage the municipal administration and service provision in a responsible and accountable manner	Municipal Systems Act 55(1)		Council to refer to consequences of substandard performance as set out in the performance agreement	Municipal Systems Act s 57(4)(c)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				The mayor must convene a meeting with the municipal manager, and may initiate a formal programme of counselling and training followed by additional remedial and developmental support. If the municipal manager still fails to meet the required performance standards, or refuses to undergo the formal programme of counselling and training, the mayor must table a report to council. Council may institute disciplinary proceedings for serious misconduct. If found guilty, the presiding officer must impose an appropriate sanction which may consist of suspension without pay, demotion, transfer to another post, reduction in salary, allowances or other benefits, a fine, and/or dismissal.	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 8-10, reg 12, reg 16, Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers GNR.805 of 1 August 2006 Reg 32, Labour Relations Act Schedule 8 (Code of Good Practice)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Council may cancel the employment contract	Municipal Systems Act s 57(6)(b); Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers GNR.805 of 1 August 2006 Reg 2(3)(b), 17(1)(c), 32(3)(b)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
2	The municipal manager must manage the income, expenditure, assets, liabilities in a responsible and accountable manner; take measures to prevent corruption; and ensure compliance with the Municipal Finance Management Act	Municipal Systems Act s 6(2)(c), s 55(2)		Council to refer to consequences of substandard performance as set out in the performance agreement	Municipal Systems Act s 57(4)(c)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				The mayor must convene a meeting with the municipal manager, and may initiate a formal programme of counselling and training followed by additional remedial and developmental support. If the municipal manager still fails to meet the required performance standards, or refuses to undergo the formal programme of counselling and training, the mayor must table a report to council. Council may institute disciplinary proceedings for serious misconduct. If found guilty, the presiding officer must impose an appropriate sanction which may consist of suspension without pay, demotion, transfer to another post, reduction in salary, allowances or other benefits, a fine, and/or dismissal.	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 8-10, reg 12, reg 16, Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers GNR.805 of 1 August 2006 Reg 32, Labour Relations Act Schedule 8 (Code of Good Practice)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Council may cancel the employment contract	Municipal Systems Act s 57(6)(b); Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers GNR.805 of 1 August 2006 Reg 2(3)(b), 17(1)(c), 32(3)(b)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
3	The municipal manager must implement the credit control and debt collection policy and by-laws and report thereon	Municipal Systems Act s 99-100		The executive committee or executive mayor or, if the municipality does not have an executive committee or executive mayor, the council or a committee appointed by it, is the supervisory authority and must oversee and monitor both the implementation and enforcement of the credit control and debt collection policy and by-laws as well as the performance of the municipal manager in implementing the above	Municipal Systems Act s 99			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
4	The municipal manager must facilitate a culture of public service and accountability amongst staff	Municipal Systems Act s 6(2)(b)		Council to refer to consequences of substandard performance as set out in the performance agreement	Municipal Systems Act s 57(4)(c)			
				The mayor must convene a meeting with the municipal manager, and may initiate a formal programme of counselling and training followed by additional remedial and developmental support. If the municipal manager still fails to meet the required performance standards, or refuses to undergo the formal programme of counselling and training, the mayor must table a report to council. Council may institute disciplinary proceedings for serious misconduct. If found guilty, the presiding officer must impose an appropriate sanction which may consist of suspension without pay, demotion, transfer to another post, reduction in salary, allowances or other benefits, a fine, and/or dismissal.	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 8-10, reg 12, reg 16, Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers GNR.805 of 1 August 2006 Reg 32, Labour Relations Act Schedule 8 (Code of Good Practice)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Council may cancel the employment contract	Municipal Systems Act s 57(6)(b); Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers GNR.805 of 1 August 2006 Reg 2(3)(b), 17(1)(c), 32(3)(b)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
5	The municipal manager must ensure responsiveness to the needs of the community; establish clear relationships with the community; facilitate co-operation and communication with the community; give community members full and accurate information about the level and standard of municipal services they are entitled to receive; Inform the community how the municipality is managed, the costs involved and the persons in charge; and give the community notice of all meetings	Municipal Systems Act s 6(2)(a), s 6(2)(d)-(f), s 19		Council to refer to consequences of substandard performance as set out in the performance agreement	Municipal Systems Act s 57(4)(c)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				The mayor must convene a meeting with the municipal manager, and may initiate a formal programme of counselling and training followed by additional remedial and developmental support. If the municipal manager still fails to meet the required performance standards, or refuses to undergo the formal programme of counselling and training, the mayor must table a report to council. Council may institute disciplinary proceedings for serious misconduct. If found guilty, the presiding officer must impose an appropriate sanction which may consist of suspension without pay, demotion, transfer to another post, reduction in salary, allowances or other benefits, a fine, and/or dismissal.	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 8-10, reg 12, reg 16, Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers GNR.805 of 1 August 2006 Reg 32, Labour Relations Act Schedule 8 (Code of Good Practice)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Council may cancel the employment contract	Municipal Systems Act s 57(6)(b); Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers GNR.805 of 1 August 2006 Reg 2(3)(b), 17(1)(c), 32(3)(b)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
6	The municipal manager must execute delegated powers and perform duties as instructed by Council, and report thereon	Municipal Systems Act s 59(1), s 63		A delegation or instruction does not divest council of the responsibility concerning the exercise of the power or the performance of the duty.	Municipal Systems Act s 59(2)(e)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may review and/or withdraw any delegation or instruction	Municipal Systems Act s 59(1)(c), s 65			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Council may review any decision taken by the municipal manager in consequence of a delegation or instruction, or require the executive committee or executive mayor to review such decision	Municipal Systems Act s 59(3)			
7	The municipal manager must exercise and perform the functions and duties as described in the employment contract and in line with the performance agreement	Municipal Systems Act s 57, Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers GNR.805 of 1 August 2006 Reg 2		Council to refer to consequences of substandard performance as set out in the performance agreement	Municipal Systems Act s 57(4)(c)			
				Council must submit the performance assessment results to the MEC and Minister	Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers GNR.805 of 1 August 2006 Reg 34(3)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				The mayor must convene a meeting with the municipal manager, and may initiate a formal programme of counselling and training followed by additional remedial and developmental support. If the municipal manager still fails to meet the required performance standards, or refuses to undergo the formal programme of counselling and training, the mayor must table a report to council. Council may institute disciplinary proceedings for serious misconduct. If found guilty, the presiding officer must impose an appropriate sanction which may consist of suspension without pay, demotion, transfer to another post, reduction in salary, allowances or other benefits, a fine, and/or dismissal.	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 8-10, reg 12, reg 16, Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers GNR.805 of 1 August 2006 Reg 32, Labour Relations Act Schedule 8 (Code of Good Practice)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Council may cancel the employment contract	Municipal Systems Act s 57(6)(b); Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers GNR.805 of 1 August 2006 Reg 2(3)(b), 17(1)(c), 32(3)(b)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
8	The municipal manager must act in a manner that avoids misconduct	Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers GNR.805 of 1 August 2006 Reg 17(1)(c)		Council may cancel the employment contract	Municipal Systems Act s 57(6)(b); Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers GNR.805 of 1 August 2006 Reg 2(3)(b), 17(1)(c)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				In the case of alleged misconduct, the council must institute disciplinary proceedings in accordance with the Disciplinary Code	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 4-5, Municipal Systems Act Schedule 2, Labour Relations Act Schedule 8 (Code of Good Practice)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may effect precautionary suspension with full pay	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 6			
				If council decides that the alleged misconduct is of a less serious nature, and the mayor finds that the municipal manager is guilty of such misconduct, the mayor may impose, after due process, corrective counselling, a verbal warning, a written warning or a final written warning.	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 7, Annexure A Part I			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				If the alleged misconduct is of a serious nature, a disciplinary hearing must be instituted. If found guilty, the presiding officer must impose an appropriate sanction which may consist of suspension without pay, demotion, transfer to another post, reduction in salary, allowances or other benefits, a fine, and/or dismissal.	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 8-10, reg 12, Annexure A Part II, Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 43(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				If the municipal manager is accused of financial misconduct which constitutes a criminal offence, the mayor must also report the matter to the police in terms of the Municipal Finance Management Act	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 8(4)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				A municipal manager who has been dismissed for misconduct may not be employed as a senior manager in any municipality before the expiry of a defined period	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 18, Schedule 2		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
9	The municipal manager may not accede to any attempt to be influenced by a councillor, staff member or an agent of the municipality to not enforce an obligation in terms of any applicable legislation or any by-law or a decision of the council	Municipal Systems Act s 119(2)		Is guilty of an offence and on conviction liable to a fine or to imprisonment for a period not exceeding two years	Municipal Systems Act s 119(2)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
10	The municipal manager may not abuse sick leave	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 25(6)		If there is a reasonable suspicion that the municipal manager is abusing sick leave, the municipality may at its own cost, require that the municipal manager be examined by a medical practitioner of the municipality's choice. In the case of alleged misconduct, the council must institute disciplinary proceedings in accordance with the Disciplinary Code.	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 25(6), Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 4-5, Municipal Systems Act Schedule 2, Labour Relations Act Schedule 8 (Code of Good Practice)			
				In the case of alleged misconduct, the council must institute disciplinary proceedings in accordance with the Disciplinary Code	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 4-5, Municipal Systems Act Schedule 2, Labour Relations Act Schedule 8 (Code of Good Practice)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Council may effect precautionary suspension with full pay	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 6			
				If council decides that the alleged misconduct is of a less serious nature, and the mayor finds that the municipal manager is guilty of such misconduct, the mayor may impose, after due process, corrective counselling, a verbal warning, a written warning or a final written warning.	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 7, Annexure A Part I			
				If the alleged misconduct is of a serious nature, a disciplinary hearing must be instituted. If found guilty, the presiding officer must impose an appropriate sanction which may consist of suspension without pay, demotion, transfer to another post, reduction in salary, allowances or other benefits, a fine, and/or dismissal.	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 8-10, reg 12, Annexure A Part II, Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 43(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				If the municipal manager is accused of financial misconduct which constitutes a criminal offence, the mayor must also report the matter to the police in terms of the Municipal Finance Management Act	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 8(4)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				A municipal manager who has been dismissed for misconduct may not be employed as a senior manager in any municipality before the expiry of a defined period	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 18, Schedule 2		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
11	The municipal manager may not be absent from work without permission	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 33		Such absenteeism will be regarded as leave without pay, and the municipal manager will furthermore be regarded as having deserted their post and therefore resigned if the period of absence exceeds 15 or more consecutive working days and if the municipality has taken reasonable steps to trace the municipal manager without success.	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 33			
12	The municipal manager must disclose benefits and interests within the prescribed periods and when circumstances change	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 36		Failure to disclose benefits and interests is a breach of contract and must be dealt with in terms of the Code of Conduct for Municipal Staff read in conjunction with the Disciplinary Regulations	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 36, Municipal Systems Act Schedule 2, Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011			
				In the case of alleged misconduct, the council must institute disciplinary proceedings in accordance with the Disciplinary Code	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 4-5, Municipal Systems Act Schedule 2, Labour Relations Act Schedule 8 (Code of Good Practice)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may effect precautionary suspension with full pay	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 6			
				If council decides that the alleged misconduct is of a less serious nature, and the mayor finds that the municipal manager is guilty of such misconduct, the mayor may impose, after due process, corrective counselling, a verbal warning, a written warning or a final written warning.	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 7, Annexure A Part I			
				If the alleged misconduct is of a serious nature, a disciplinary hearing must be instituted. If found guilty, the presiding officer must impose an appropriate sanction which may consist of suspension without pay, demotion, transfer to another post, reduction in salary, allowances or other benefits, a fine, and/or dismissal.	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 8-10, reg 12, Annexure A Part II, Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 43(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				If the municipal manager is accused of financial misconduct which constitutes a criminal offence, the mayor must also report the matter to the police in terms of the Municipal Finance Management Act	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 8(4)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				A municipal manager who has been dismissed for misconduct may not be employed as a senior manager in any municipality before the expiry of a defined period	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 18, Schedule 2		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							Executive may intervene	
13	The municipal manager must remain healthy and injury-free to the extent that work can be performed to the required standards	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 43(2)		If the municipality is of the opinion that the municipal manager is incapable of carrying out their duties as a result of continuous ill-health or injury, the municipal manager may be required to undergo a medical examination by a medical practitioner nominated by the municipality and at the municipality's expense. The municipality may, on the basis of the medical evidence, consider the dismissal of the municipal manager. If the municipal manager refuses or fails to be subjected to a medical examination, they may be dismissed for misconduct.	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 43(2)-(5), Reg 43(7), Labour Relations Act Schedule 8 Items 10-11			
	MANAGERS DIRECTLY ACCOUNTABLE TO MUNICIPAL MANAGERS							
	A manager directly accountable to the municipal manager is accountable to the municipal manager							
1	A manager directly accountable to the municipal manager must execute the delegated powers and perform duties as instructed by Council, and report thereon	Municipal Systems Act s 59(1), s 63		A delegation or instruction does not divest council of the responsibility concerning the exercise of the power or the performance of the duty.	Municipal Systems Act s 59(2)(e)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may review and/or withdraw any delegation or instruction	Municipal Systems Act s 59(1)(c), s 65			
				Council may review any decision taken by a manager directly accountable to the municipal manager in consequence of a delegation or instruction, or require the executive committee or executive mayor to review such decision	Municipal Systems Act 59(3)			
2	A manager directly accountable to the municipal manager must exercise and perform the functions and duties as described in the employment contract and in line with the performance agreement	Municipal Systems Act s 57, Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers GNR.805 of 1 August 2006 Reg 2		Council to refer to consequences of substandard performance as set out in the performance agreement	Municipal Systems Act s 57(4)(c)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				The municipal manager must convene a meeting with the manager directly accountable to the municipal manager, and may initiate a formal programme of counselling and training followed by additional remedial and developmental support. If the manager directly accountable to the municipal manager still fails to meet the required performance standards, or refuses to undergo the formal programme of counselling and training, the municipal manager must table a report to council. Council may institute disciplinary proceedings for serious misconduct. If found guilty, the presiding officer must impose an appropriate sanction which may consist of suspension without pay, demotion, transfer to another post, reduction in salary, allowances or other benefits, a fine, and/or dismissal.	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 8-10, reg 12, reg 16, Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers GNR.805 of 1 August 2006 Reg 32, Labour Relations Act Schedule 8 (Code of Good Practice)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Council may cancel the employment contract	Municipal Systems Act s 57(6)(b); Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers GNR.805 of 1 August 2006 Reg 2(3)(b), 17(1)(c), 32(3)(b)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
3	A manager directly accountable to the municipal manager must act in a manner that avoids misconduct	Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers GNR.805 of 1 August 2006 Reg 17(1)(c)		Council may cancel the employment contract	Municipal Systems Act s 57(6)(b); Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers GNR.805 of 1 August 2006 Reg 2(3)(b), 17(1)(c)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				In the case of alleged misconduct, the council must institute disciplinary proceedings in accordance with the Disciplinary Code	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 4-5, Municipal Systems Act Schedule 2, Labour Relations Act Schedule 8 (Code of Good Practice)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may effect precautionary suspension with full pay	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 6			
				If council decides that the alleged misconduct is of a less serious nature, and the municipal manager finds that the manager directly accountable to the municipal manager is guilty of such misconduct, the municipal manager may impose, after due process, corrective counselling, a verbal warning, a written warning or a final written warning.	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 7, Annexure A Part I			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				If the alleged misconduct is of a serious nature, a disciplinary hearing must be instituted. If found guilty, the presiding officer must impose an appropriate sanction which may consist of suspension without pay, demotion, transfer to another post, reduction in salary, allowances or other benefits, a fine, and/or dismissal.	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 8-10, reg 12, Annexure A Part II, Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 43(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				If the manager directly accountable to the municipal manager is accused of financial misconduct which constitutes a criminal offence, the municipal manager must also report the matter to the police in terms of the Municipal Finance Management Act	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 8(4)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							Executive may intervene	
				A manager directly accountable to the municipal manager who has been dismissed for misconduct may not be employed as a senior manager in any municipality before the expiry of a defined period	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 18, Schedule 2		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
4	A manager directly accountable to the municipal manager may not abuse sick leave	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 25(6)		If there is a reasonable suspicion that the manager directly accountable to the municipal manager is abusing sick leave, the municipality may at its own cost, require the manager directly accountable to the municipal manager be examined by a medical practitioner of the municipality's choice. In the case of alleged misconduct, the council must institute disciplinary proceedings in accordance with the Disciplinary Code.	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 25(6), Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 4-5, Municipal Systems Act Schedule 2, Labour Relations Act Schedule 8 (Code of Good Practice)			
				In the case of alleged misconduct, the council must institute disciplinary proceedings in accordance with the Disciplinary Code	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 4-5, Municipal Systems Act Schedule 2, Labour Relations Act Schedule 8 (Code of Good Practice)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Council may effect precautionary suspension with full pay	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 6			
				If council decides that the alleged misconduct is of a less serious nature, and the municipal manager finds that the manager directly accountable to the municipal manager is guilty of such misconduct, the municipal manager may impose, after due process, corrective counselling, a verbal warning, a written warning or a final written warning.	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 7, Annexure A Part I			
				If the alleged misconduct is of a serious nature, a disciplinary hearing must be instituted. If found guilty, the presiding officer must impose an appropriate sanction which may consist of suspension without pay, demotion, transfer to another post, reduction in salary, allowances or other benefits, a fine, and/or dismissal.	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 8-10, reg 12, Annexure A Part II, Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 43(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National	Constitution s 100 and s 155(7)

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							Executive may intervene	
				If the manager directly accountable to the municipal manager is accused of financial misconduct which constitutes a criminal offence, the municipal manager must also report the matter to the police in terms of the Municipal Finance Management Act	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 8(4)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
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				A manager directly accountable to the municipal manager who has been dismissed for misconduct may not be employed as a senior manager in any municipality before the expiry of a defined period	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 18, Schedule 2		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
5	A manager directly accountable to the municipal manager may not be absent from work without permission	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 33		Such absenteeism will be regarded as leave without pay, and the manager directly accountable to the municipal manager may furthermore be regarded as having deserted their post and therefore resigned if the period of absence exceeds 15 or more consecutive working days and if the municipality has taken reasonable steps to trace the manager directly accountable to the municipal manager without success.	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 33			
6	A manager directly accountable to the municipal manager must disclose benefits and interests within the prescribed periods and when circumstances change	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 36		Failure to disclose benefits and interests is a breach of contract and must be dealt with in terms of the Code of Conduct for Municipal Staff read in conjunction with the Disciplinary Regulations	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 36, Municipal Systems Act Schedule 2, Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				In the case of alleged misconduct, the council must institute disciplinary proceedings in accordance with the Disciplinary Code	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 4-5, Municipal Systems Act Schedule 2, Labour Relations Act Schedule 8 (Code of Good Practice)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may effect precautionary suspension with full pay	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 6			
				If council decides that the alleged misconduct is of a less serious nature, and the municipal manager finds that the manager directly accountable to the municipal manager is guilty of such misconduct, the municipal manager may impose, after due process, corrective counselling, a verbal warning, a written warning or a final written warning.	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 7, Annexure A Part I			

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				If the alleged misconduct is of a serious nature, a disciplinary hearing must be instituted. If found guilty, the presiding officer must impose an appropriate sanction which may consist of suspension without pay, demotion, transfer to another post, reduction in salary, allowances or other benefits, a fine, and/or dismissal.	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 8-10, reg 12, Annexure A Part II, Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 43(1)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
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				If the manager directly accountable to the municipal manager is accused of financial misconduct which constitutes a criminal offence, the municipal manager must also report the matter to the police in terms of the Municipal Finance Management Act	Local Government: Disciplinary Regulations for Senior Managers GN 344 of 21 April 2011 Reg 8(4)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
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							Executive may intervene	
				A manager directly accountable to the municipal manager who has been dismissed for misconduct may not be employed as a senior manager in any municipality before the expiry of a defined period	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 18, Schedule 2		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
7	A manager directly accountable to the municipal manager must remain healthy and injury-free to the extent that work can be performed to the required standards	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 43(2)		If the municipality is of the opinion that the manager directly accountable to the municipal manager is incapable of carrying out their duties as a result of continuous ill-health or injury, the manager directly accountable to the municipal manager may be required to undergo a medical examination by a medical practitioner nominated by the municipality and at the municipality's expense. The municipality may, on the basis of the medical evidence, consider the dismissal of the manager directly accountable to the municipal manager. If the manager directly	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 43(2)-(5), Reg 43(7), Labour Relations Act Schedule 8 Items 10-11			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				accountable to the municipal manager refuses or fails to be subjected to a medical examination, they may be dismissed for misconduct.				
	MUNICIPAL STAFF MEMBERS							
	A municipal staff member is directly accountable to senior management							
1	A municipal staff member must perform functions and duties as provided for in job description and conditions of service	Municipal Systems Act s 66(1)(b) and (c), 67(1), Schedule 2		Deal with non-compliance in terms of the municipality's systems and procedures	Municipal Systems Act s 67(1)(h)-(j)			
				The staff member may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			
2	A municipal staff member must execute delegated powers and perform duties as instructed by Council, and report thereon	Municipal Systems Act s 59(1), s 63		A delegation or instruction does not divest council of the responsibility concerning the exercise of the power or the performance of the duty.	Municipal Systems Act s 59(2)(e)		The Provincial Executive may effect provincial intervention	Constitution s 139 and s 155(7)

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
							In the event that the Provincial Executive does not effect provincial intervention, the National Executive may intervene	Constitution s 100 and s 155(7)
				Council may review and/or withdraw any delegation or instruction	Municipal Systems Act s 59(1)(c), s 65			
				Council may review any decision taken by a staff member in consequence of a delegation or instruction, or require the executive committee or executive mayor to review such decision	Municipal Systems Act 59(3)			
3	A municipal staff member may not share in any profits or improperly receive any benefits from a service provider providing a municipal service in terms of a service delivery agreement	Municipal Systems Act s 81(5)		Deal with non-compliance in terms of the municipality's systems and procedures	Municipal Systems Act s 67(1)(h)-(j)			
				The staff member may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			
4	A municipal staff member may not accede to any attempt to be influenced by a councillor, staff member or an agent of the municipality to not enforce an obligation in terms of any applicable legislation or any by-law or a decision of the council	Municipal Systems Act s 119(2)		Is guilty of an offence and on conviction liable to a fine or to imprisonment for a period not exceeding two years	Municipal Systems Act s 119(2)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
5	A municipal staff member must comply with the provisions of Code of Conduct for Municipal Staff Members relating to general conduct	Municipal Systems Act Schedule 2 Item 2		Breaches must be dealt with in terms of the disciplinary procedures of the municipality	Municipal Systems Act s 67(1)(h), Schedule 2 Item 14			
				The staff member may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			
6	A municipal staff member must comply with the provisions of Code of Conduct for Municipal Staff Members relating to commitment to serving the public interest	Municipal Systems Act Schedule 2 Item 3		Breaches must be dealt with in terms of the disciplinary procedures of the municipality	Municipal Systems Act s 67(1)(h), Schedule 2 Item 14			
				The staff member may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			
7	A municipal staff member must comply with the provisions of Code of Conduct for Municipal Staff Members relating to personal gain	Municipal Systems Act Schedule 2 Item 4		Breaches must be dealt with in terms of the disciplinary procedures of the municipality	Municipal Systems Act s 67(1)(h), Schedule 2 Item 14			
				The staff member may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			
8	A municipal staff member must comply with the provisions of Code of Conduct for Municipal Staff Members relating to disclosure of benefits	Municipal Systems Act Schedule 2 Item 5		Breaches must be dealt with in terms of the disciplinary procedures of the municipality	Municipal Systems Act s 67(1)(h), Schedule 2 Item 14			
				The staff member may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
9	A municipal staff member must comply with the provisions of Code of Conduct for Municipal Staff Members relating to declaration of interests	Municipal Systems Act Schedule 2 Item 5A		Breaches must be dealt with in terms of the disciplinary procedures of the municipality	Municipal Systems Act s 67(1)(h), Schedule 2 Item 14			
				The staff member may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			
10	A municipal staff member must comply with the provisions of Code of Conduct for Municipal Staff Members relating to unauthorised disclosure of information	Municipal Systems Act Schedule 2 Item 6		Breaches must be dealt with in terms of the disciplinary procedures of the municipality	Municipal Systems Act s 67(1)(h), Schedule 2 Item 14			
				The staff member may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			
11	A municipal staff member must comply with the provisions of Code of Conduct for Municipal Staff Members relating to undue influence	Municipal Systems Act Schedule 2 Item 7		Breaches must be dealt with in terms of the disciplinary procedures of the municipality	Municipal Systems Act s 67(1)(h), Schedule 2 Item 14			
				The staff member may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			
12	A municipal staff member must comply with the provisions of Code of Conduct for Municipal Staff Members relating to rewards, gifts and favours	Municipal Systems Act Schedule 2 Item 8		Breaches must be dealt with in terms of the disciplinary procedures of the municipality	Municipal Systems Act s 67(1)(h), Schedule 2 Item 14			
				The staff member may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
13	A municipal staff member must comply with the provisions of Code of Conduct for Municipal Staff Members relating to not utilising or benefiting from municipal property	Municipal Systems Act Schedule 2 Item 9, Regulations regarding Participation of Municipal Staff Members in Elections GNR.210 of 10 March 2011 Reg 4		Breaches must be dealt with in terms of the disciplinary procedures of the municipality	Municipal Systems Act s 67(1)(h), Schedule 2 Item 14			
				The staff member may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			
14	A municipal staff member must comply with the provisions of Code of Conduct for Municipal Staff Members relating to relating to not being in arrears for municipal rates and services for longer than 12 months	Municipal Systems Act Schedule 2 Item 10		Breaches must be dealt with in terms of the disciplinary procedures of the municipality	Municipal Systems Act s 67(1)(h), Schedule 2 Item 14			
				The staff member may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			
15	A municipal staff member must comply with the provisions of Code of Conduct for Municipal Staff Members relating to participation in elections	Municipal Systems Act Schedule 2 Item 11		Breaches must be dealt with in terms of the disciplinary procedures of the municipality	Municipal Systems Act s 67(1)(h), Schedule 2 Item 14			
				The staff member may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			
16	A municipal staff member must comply with the provisions of Code of Conduct for Municipal Staff Members relating to sexual harassment	Municipal Systems Act Schedule 2 Item 12		Breaches must be dealt with in terms of the disciplinary procedures of the municipality	Municipal Systems Act s 67(1)(h), Schedule 2 Item 14			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				The staff member may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			
17	A municipal staff member must comply with the provisions of Code of Conduct for Municipal Staff Members relating to reporting duties	Municipal Systems Act Schedule 2 Item 13		Breaches must be dealt with in terms of the disciplinary procedures of the municipality	Municipal Systems Act s 67(1)(h), Schedule 2 Item 14			
				The staff member may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			
	MUNICIPAL ENTITY - PRIVATE COMPANY							
	A private company which is a municipal entity is directly accountable to its parent municipality(s)							
1	A private company must exercise the powers and perform the duties necessary for the attainment of such private company's purpose in a satisfactory manner	Municipal Systems Act 93A(a)(ii)		A private company is under the effective control of the municipality (or two or more municipalities collectively) which established such private company	Municipal Systems Act s 86D(1)(a)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				The parent municipality(s) must exercise any shareholder, statutory, contractual or other rights and powers to ensure that both the municipality(s) and the private company comply with the Municipal Systems Act, the Municipal Finance Management Act and any other applicable legislation, and that the private company is managed responsibly and transparently, and meets its statutory, contractual and other obligations. The parent municipality(s) must monitor and annually review the private company's performance.	Municipal Systems Act s 93A, s 93B(b), s 93C(a)(v)			
				The mayor or executive mayor of a parent municipality may at any time call or convene a meeting with the board of directors of the private company concerned and the representatives of the parent municipality(s), in order for the board to give account for actions taken by it	Municipal Systems Act 93D(2)(b)			
				The parent municipality(s) may liquidate and disestablish the private company if its performance is unsatisfactory	Municipal Systems Act s 93B(c)(i), s 93C(b)(i)			
				The parent municipality(s) may liquidate and disestablish the private company if the municipality(s) does not impose a financial recovery plan in terms of the Municipal Finance Management Act and the private company continues to experience serious or persistent financial problems	Municipal Systems Act s 93B(c)(ii), s 93C(b)(ii)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				The parent municipality(s) may liquidate and disestablish the private company if the municipality(s) has terminated the service delivery agreement or other agreement it had with the private company	Municipal Systems Act s 93B(c)(iii), s 93C(b)(iii)			
				A municipality may transfer ownership or otherwise dispose of a private company or an interest in the private company	Municipal Systems Act s 86G			
2	A director of the private company must exercise their powers and perform their duties in a satisfactory manner; be able to do so effectively; comply with all legislation regulating the conduct of directors (including the Code of Conduct); and not be convicted of fraudulent conduct	Municipal Systems Act s 93G-93H, s 93L(1)		The parent municipality of the private company may remove or recall a director appointed or nominated by that municipality	Municipal Systems Act s 93G			
				The board of directors may investigate any alleged breach of a provision of the Code of Conduct by a director, or establish a special committee to investigate and make recommendations to the board. If it is found that a provision of the Code has been breached, the board may issue a formal warning, reprimand or fine the director; or recommend to the parent municipality that the director be removed or recalled. The board must inform the parent municipality of any action taken in this regard.	Municipal Systems Act s 93L(1)(b)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
3	A director of the private company must remain qualified to be a director by not holding office as a councillor of any municipality; not being a member of the National Assembly or a provincial legislature; not being a permanent delegate to the NCOP; not being an official of the parent municipality; not being convicted of any offence and sentenced to imprisonment without the option of a fine; and not being declared by a court as being of unsound mind or as an unrehabilitated insolvent.	Municipal Systems Act s 93F(1)		Such person ceases to be a director from the date of becoming disqualified	Municipal Systems Act s 93F(2)			
4	The chief executive officer of the private company is responsible for the management of the private company	Municipal Systems Act s 93(J)2		The chief executive officer is accountable to the board of directors of the private company	Municipal Systems Act s 93(J)2			
5	A senior manager of the private company must act in a manner that avoids misconduct	Municipal Systems Act 93L(2)		Breaches must be dealt with in terms of the disciplinary procedures of the private company	Municipal Systems Act s 93L(2), Schedule 2 Item 14			
				The senior manager may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			
				The senior manager may be dismissed for misconduct	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 43(1)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				A senior manager who has been dismissed for misconduct may not be employed as a senior manager in any municipal entity before the expiry of a defined period	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 18, Schedule 2			
6	A senior manager of a private company may not abuse sick leave	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 25(6)		If there is a reasonable suspicion that a senior manager is abusing sick leave, the private company may at its own cost, require that the senior manager be examined by a medical practitioner of the private company's choice. In the case of alleged misconduct, the board of directors must act in accordance with the Code of Conduct for Municipal Staff Members.	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 25(6), Municipal Systems Act Schedule 2, Labour Relations Act Schedule 8 (Code of Good Practice)			
				Breaches must be dealt with in terms of the disciplinary procedures of the private company	Municipal Systems Act s 93L(2), Schedule 2 Item 14			
				The senior manager may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
7	A senior manager of a private company may not be absent from work without permission	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 33		Such absenteeism will be regarded as leave without pay, and the senior manager may furthermore be regarded as having deserted their post and therefore resigned if the period of absence exceeds 15 or more consecutive working days and if the private company has taken reasonable steps to trace the senior manager without success.	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 33			
8	A senior manager of a must disclose benefits and interests within the prescribed periods and when circumstances change	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 36		Failure to disclose benefits and interests is a breach of contract and must be dealt with in terms of the Code of Conduct for Municipal Staff	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 36, Municipal Systems Act Schedule 2			
				Breaches must be dealt with in terms of the disciplinary procedures of the private company	Municipal Systems Act s 93L(2), Schedule 2 Item 14			
				The senior manager member may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
9	A senior manager of a must remain healthy and injury-free to the extent that work can be performed to the required standards	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 43(2)		If the private company is of the opinion that the senior manager is incapable of carrying out their duties as a result of continuous ill-health or injury, the senior manager may be required to undergo a medical examination by a medical practitioner nominated by the private company and at the private company's expense. The board of directors may, on the basis of the medical evidence, consider the dismissal of the senior manager. If the senior manager refuses or fails to be subjected to a medical examination, they may be dismissed for misconduct.	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 43(2)-(5), Reg 43(7), Labour Relations Act Schedule 8 Items 10-11			
10	A staff member of the private company must act in a manner that avoids misconduct	Municipal Systems Act 93L(2)		Breaches must be dealt with in terms of the disciplinary procedures of the private company	Municipal Systems Act s 93L(2), Schedule 2 Item 14			
				The staff member may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			
	MUNICIPAL ENTITY - SERVICE UTILITY							
	A service utility is directly accountable to its parent municipality							
1	A service utility must exercise the powers and perform the duties necessary for the attainment of service utility's purpose in a satisfactory manner	Municipal Systems Act s 86H(2)(a)-(b)		A service utility is a juristic person and a municipal entity under the sole control of the municipality which established it	Municipal Systems Act s 86I(1)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				The parent municipality must exercise any shareholder, statutory, contractual or other rights and powers to ensure that both the municipality and the service utility comply with the Municipal Systems Act, the Municipal Finance Management Act and any other applicable legislation, and that the service utility is managed responsibly and transparently, and meets its statutory, contractual and other obligations. The parent municipality(s) must monitor and annually review the service utility's performance.	Municipal Systems Act s 93A, s 93B(b)			
				The mayor or executive mayor of a parent municipality may at any time call or convene a meeting with the board of directors of the service utility concerned and the representatives of the parent municipality, in order for the board to give account for actions taken by it	Municipal Systems Act 93D(2)(b)			
				Non-compliance must be dealt with in terms of the by-law in terms of which the service utility was established	Municipal Systems Act s 86H2(c)			
				The parent municipality may liquidate and disestablish the service utility if its performance is unsatisfactory	Municipal Systems Act s 93B(c)(i)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				The parent municipality may liquidate and disestablish the service utility if the municipality does not impose a financial recovery plan in terms of the Municipal Finance Management Act and the service utility continues to experience serious or persistent financial problems	Municipal Systems Act s 93B(c)(ii)			
				The parent municipality may liquidate and disestablish the service utility if the municipality has terminated the service delivery agreement or other agreement it had with the service utility	Municipal Systems Act s 93B(c)(iii)			
				Council may pass a by-law disestablishing the service utility	Municipal Systems Act s 86K			
2	A director of the service utility must exercise their powers and perform their duties in a satisfactory manner; be able to do so effectively; comply with all legislation regulating the conduct of directors (including the Code of Conduct); and not be convicted of fraudulent conduct	Municipal Systems Act s 93G-93H, s 93L(1)		The parent municipality of the service utility may remove or recall a director appointed or nominated by that municipality	Municipal Systems Act s 93G			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				The board of directors may investigate any alleged breach of a provision of the Code of Conduct by a director, or establish a special committee to investigate and make recommendations to the board. If it is found that a provision of the Code has been breached, the board may issue a formal warning, reprimand or fine the director; or recommend to the parent municipality that the director be removed or recalled. The board must inform the parent municipality of any action taken in this regard.	Municipal Systems Act s 93L(1)(b)			
3	A director of the service utility must remain qualified to be a director by not holding office as a councillor of any municipality; not being a member of the National Assembly or a provincial legislature; not being a permanent delegate to the NCOP; not being an official of the parent municipality; not being convicted of any offence and sentenced to imprisonment without the option of a fine; and not being declared by a court as being of unsound mind or as an unrehabilitated insolvent.	Municipal Systems Act s 93F(1)		Such person ceases to be a director from the date of becoming disqualified	Municipal Systems Act s 93F(2)			
4	The chief executive officer of the service utility is responsible for the management of the service utility	Municipal Systems Act s 93(J)2		The chief executive officer is accountable to the board of directors of the service utility	Municipal Systems Act s 93(J)2			
5	A senior manager of the service utility must act in a manner that avoids misconduct	Municipal Systems Act 93L(2)		Breaches must be dealt with in terms of the disciplinary procedures of the service utility	Municipal Systems Act s 93L(2), Schedule 2 Item 14			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				The senior manager may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			
				A senior manager may be dismissed for misconduct	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 43(1)			
				A senior manager who has been dismissed for misconduct may not be employed as a senior manager in any municipal entity before the expiry of a defined period	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 18, Schedule 2			
6	A senior manager of a service utility may not abuse sick leave	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 25(6)		If there is a reasonable suspicion that a senior manager is abusing sick leave, the service utility may at its own cost, require that the senior manager be examined by a medical practitioner of the service utility's choice. In the case of alleged misconduct, the board of directors must act in accordance with the Code of Conduct for Municipal Staff Members.	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 25(6), Municipal Systems Act Schedule 2, Labour Relations Act Schedule 8 (Code of Good Practice)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				Breaches must be dealt with in terms of the disciplinary procedures of the service utility	Municipal Systems Act s 93L(2), Schedule 2 Item 14			
				The senior manager may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			
7	A senior manager of a service utility may not be absent from work without permission	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 33		Such absenteeism will be regarded as leave without pay, and the senior manager may furthermore be regarded as having deserted their post and therefore resigned if the period of absence exceeds 15 or more consecutive working days and if the service utility has taken reasonable steps to trace the senior manager without success.	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 33			
8	A senior manager of a must disclose benefits and interests within the prescribed periods and when circumstances change	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 36		Failure to disclose benefits and interests is a breach of contract and must be dealt with in terms of the Code of Conduct for Municipal Staff	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 36, Municipal Systems Act Schedule 2			
				Breaches must be dealt with in terms of the disciplinary procedures of the service utility	Municipal Systems Act s 93L(2), Schedule 2 Item 14			
				The senior manager may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
9	A senior manager of a must remain healthy and injury-free to the extent that work can be performed to the required standards	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 43(2)		If the service utility is of the opinion that the senior manager is incapable of carrying out their duties as a result of continuous ill-health or injury, the senior manager may be required to undergo a medical examination by a medical practitioner nominated by the service utility and at the service utility's expense. The board of directors may, on the basis of the medical evidence, consider the dismissal of the senior manager. If the senior manager refuses or fails to be subjected to a medical examination, they may be dismissed for misconduct.	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 43(2)-(5), Reg 43(7), Labour Relations Act Schedule 8 Items 10-11			
10	A staff member of the service utility must act in a manner that avoids misconduct	Municipal Systems Act 93L(2)		Breaches must be dealt with in terms of the disciplinary procedures of the service utility	Municipal Systems Act s 93L(2), Schedule 2 Item 14			
				The staff member may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			
	MUNICIPAL ENTITY - MULTI-JURISDICTIONAL SERVICE UTILITY							
	A multi-jurisdictional service utility is directly accountable to its parent municipalities							

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
1	A multi-jurisdictional service utility must exercise the powers and perform the duties necessary for the attainment of such multi-jurisdictional service utility's purpose in a satisfactory manner	Municipal Systems Act s 89(b)		A multi-jurisdictional service utility is a juristic person and a municipal entity under the shared control of the parent municipalities. It is accountable to the parent municipalities and must comply with the Municipal Finance Management Act	Municipal Systems Act s 90(1) and s 92(1)			
				The parent municipalities must exercise any shareholder, statutory, contractual or other rights and powers to ensure that both the municipalities and the multi-jurisdictional service utility comply with the Municipal Systems Act, the Municipal Finance Management Act and any other applicable legislation, and that the multi-jurisdictional service utility is managed responsibly and transparently, and meets its statutory, contractual and other obligations. The parent municipalities must monitor and annually review the multi-jurisdictional service utility's performance.	Municipal Systems Act s 93A, 93C(a)(v)			
				A parent municipality is entitled to receive regular written reports, and may request a multi-jurisdictional service utility to furnish it with such information as it may require	Municipal Systems Act s 92(2)(a)-(b)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				The mayor or executive mayor of a parent municipality may at any time call or convene a meeting with the board of directors of the multi-jurisdictional service utility concerned and the representatives of the parent municipality(s), in order for the board to give account for actions taken by it	Municipal Systems Act 93D(2)(b)			
				A parent municipality may appoint a nominee to inspect the books, records, operations and facilities of the multi-jurisdictional service utility, and those of its contractors	Municipal Systems Act s 92(2)(c)			
				A parent municipality may deal with non-compliance in terms of the agreement in terms of which the multi-jurisdictional service utility was established, which may include termination of such multi-jurisdictional service utility	Municipal Systems Act s 89(e)-(i), s 93			
				The parent municipalities may liquidate and disestablish the multi-jurisdictional service utility if its performance is unsatisfactory	Municipal Systems Act s 93C(b)(i)			
				The parent municipalities may liquidate and disestablish the multi-jurisdictional service utility if the municipalities do not impose a financial recovery plan in terms of the Municipal Finance Management Act and the multi-jurisdictional service utility continues to experience serious or persistent financial problems	Municipal Systems Act s 93C(b)(ii)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				The parent municipalities may liquidate and disestablish the multi-jurisdictional service utility if the municipalities have terminated the service delivery agreement or other agreement it had with the multi-jurisdictional service utility	Municipal Systems Act s 93C(b)(iii)			
2	A director of the multi-jurisdictional service utility must exercise their powers and perform their duties in a satisfactory manner; be able to do so effectively; comply with all legislation regulating the conduct of directors (including the Code of Conduct); and not be convicted of fraudulent conduct	Municipal Systems Act s 93G-93H, s 93L(1)		A parent municipality of the multi-jurisdictional service utility may remove or recall a director appointed or nominated by that municipality	Municipal Systems Act s 93G			
				The board of directors may investigate any alleged breach of a provision of the Code of Conduct by a director, or establish a special committee to investigate and make recommendations to the board. If it is found that a provision of the Code has been breached, the board may issue a formal warning, reprimand or fine the director; or recommend to the parent municipality that the director be removed or recalled. The board must inform the parent municipalities of any action taken in this regard.	Municipal Systems Act s 93L(1)(b)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
3	A director of the multi-jurisdictional service utility must remain qualified to be a director by not holding office as a councillor of any municipality; not being a member of the National Assembly or a provincial legislature; not being a permanent delegate to the NCOP; not being an official of the parent municipality; not being convicted of any offence and sentenced to imprisonment without the option of a fine; and not being declared by a court as being of unsound mind or as an unrehabilitated insolvent.	Municipal Systems Act s 93F(1)		Such person ceases to be a director from the date of becoming disqualified	Municipal Systems Act s 93F(2)			
4	The chief executive officer of the multi-jurisdictional service utility is responsible for the management of the multi-jurisdictional service utility	Municipal Systems Act s 93(J)2		The chief executive officer is accountable to the board of directors of the multi-jurisdictional service utility	Municipal Systems Act s 93(J)2			
5	A senior manager of the multi-jurisdictional service utility must act in a manner that avoids misconduct	Municipal Systems Act 93L(2)		Breaches must be dealt with in terms of the disciplinary procedures of the service utility	Municipal Systems Act s 93L(2), Schedule 2 Item 14			
				The senior manager may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			
				A senior manager may be dismissed for misconduct	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 43(1)			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
				A senior manager who has been dismissed for misconduct may not be employed as a senior manager in any municipal entity before the expiry of a defined period	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 18, Schedule 2			
6	A senior manager of a multi-jurisdictional service utility may not abuse sick leave	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 25(6)		If there is a reasonable suspicion that a senior manager is abusing sick leave, the multi-jurisdictional service utility may at its own cost, require that the senior manager be examined by a medical practitioner of the multi-jurisdictional service utility's choice. In the case of alleged misconduct, the board of directors must act in accordance with the Code of Conduct for Municipal Staff Members.	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 25(6), Municipal Systems Act Schedule 2, Labour Relations Act Schedule 8 (Code of Good Practice)			
				Breaches must be dealt with in terms of the disciplinary procedures of the multi-jurisdictional service utility	Municipal Systems Act s 93L(2), Schedule 2 Item 14			
				The senior manager may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
7	A senior manager of a multi-jurisdictional service utility may not be absent from work without permission	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 33		Such absenteeism will be regarded as leave without pay, and the senior manager may furthermore be regarded as having deserted their post and therefore resigned if the period of absence exceeds 15 or more consecutive working days and if the multi-jurisdictional service utility has taken reasonable steps to trace the senior manager without success.	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 33			
8	A senior manager of a must disclose benefits and interests within the prescribed periods and when circumstances change	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 36		Failure to disclose benefits and interests is a breach of contract and must be dealt with in terms of the Code of Conduct for Municipal Staff	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 36, Municipal Systems Act Schedule 2			
				Breaches must be dealt with in terms of the disciplinary procedures of the multi-jurisdictional service utility	Municipal Systems Act s 93L(2), Schedule 2 Item 14			
				The senior manager may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			

No	Duty/activity required	Legislative source	Compliance self-evaluation	If no, accountability action required	Legislative source	Accountability action implemented? Yes/no	If no, accountable action required	Legislative source
9	A senior manager of a must remain healthy and injury-free to the extent that work can be performed to the required standards	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 43(2)		If the multi-jurisdictional service utility is of the opinion that the senior manager is incapable of carrying out their duties as a result of continuous ill-health or injury, the senior manager may be required to undergo a medical examination by a medical practitioner nominated by the multi-jurisdictional service utility and at the multi-jurisdictional service utility's expense. The board of directors may, on the basis of the medical evidence, consider the dismissal of the senior manager. If the senior manager refuses or fails to be subjected to a medical examination, they may be dismissed for misconduct.	Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers GN 21 of 17 January 2014 Reg 43(2)-(5), Reg 43(7), Labour Relations Act Schedule 8 Items 10-11			
10	A staff member of the multi-jurisdictional service utility must act in a manner that avoids misconduct	Municipal Systems Act 93L(2)		Breaches must be dealt with in terms of the disciplinary procedures of the multi-jurisdictional service utility	Municipal Systems Act s 93L(2), Schedule 2 Item 14			
				The staff member may be dismissed, suspended, demoted, transferred, fined or their salary, allowances or other benefits reduced	Municipal Systems Act Schedule 2 Item 14A			

GENERAL NOTE:

1. The table includes all accountability activities in respect of which the statutory source of such activities, in the event of non-compliance or lack of fulfilment of the activity concerned, contains an explicit provision in relation to –
    a. administrative steps that must or may be taken; and/or
    b. the criminalisation of such conduct by the creation of a statutory offence.

2. The table excludes all accountability activities in respect of which the statutory source of such activities, in the event of non-compliance or lack of fulfilment of the activity concerned, does not contain an explicit provision relating to –
    a. administrative steps that must or may be taken; and/or
    b. the criminalisation of such conduct by the creation of a statutory offence.

    In such cases, the remedial actions provided for in section 139 and 100 of the Constitution apply.

3. The table excludes the constitutional power to intervene in local government vested in –
    a. the various MECs responsible for local government, as provided for section 139 ("Provincial intervention in local government"); and
    b. the Minister responsible for local government, as provided for in section 100 ("National intervention in provincial administration").

4. The table excludes the general constitutional obligation vested by section 156(6) of the Constitution in the various provincial governments to –

    "by legislative or other measures …
    (a) provide for the monitoring and support of local government in the province; and
    (b) promote the development of local government capacity to enable municipalities and perform their functions and manage their own affairs."

5. The table excludes the general constitutional power of national government and the provincial governments, as set out in section 155 (7) of the Constitution, to regulate the exercise by municipalities of the executive authority –

    "The national government, subject to section 44, and the provincial governments have the legislative and executive authority to see to the effective performance by municipalities of their functions in respect of matters listed in Schedules 4 and 5, by regulating the exercise by municipalities of their executive authority referred to in section 156 (1)."