

WARD COMMITTEES



IMPLEMENTATION

- **Development of municipal policy for ward committees**
- **Development of council's four week meeting cycle that includes meeting with ward committees**
- **Establishment of ward committees in all 9 wards - August/September 2003**
- **Establishment of Overstrand Municipal Advisory Forum (OMAF) for strategic matters (including IDP sectoral plans)**
- **Ward committees are managed by ward councillors and area managers, supported by other senior officials**
- **OMAF managed by Executive Mayor, Deputy Mayor and Municipal Manager**



WARD COMMITTEE **AGENDA/OBJECTIVES**

- **Agenda items finalised not later than two weeks before next meeting**
- **Committee agreed to language preference for compiling of agendas and minutes**
- **Portfolio committees' items (ward specific and Overstrand wide reports)**
- **IDP review (including, identification and prioritization of ward specific projects)**
- **Budget compilation (evaluation/costing/prioritisation of projects)**
- **Progress reports (ward specific and Overstrand wide)**
- **Input on new policy (strategic decision-making)**
- **Long outstanding service delivery issues**
- **Next meeting (list items to be discussed and provide date)**



MEETINGS

- **Held during week two of Councils' four week (calendar month) meeting cycle,**
- **Prior to Portfolio committee meetings in week three** in order to allow for public consultation on agenda items (Executive Mayor and Council meetings in week 4)
- **Held on a monthly basis,** taking into consideration Council's recesses and major political events (example elections),
- **Meetings are open to the public**
- **Advertised quarterly in the local newspaper as a formal public meeting** in order to attract residents
- **Formal public meetings** are also announced by means of a loudhailer particularly in townships
- **Meetings are held during normal office hours and after-hours,** depending on compilation of committee



PARTICIPATION AT **MEETINGS**

- Chairperson allows contribution from public
- Committee members and public participate in one of the province's official languages (chairperson / official / volunteer assist with interpretation where needed)
- Bigger audiences kept interested in discussions by means of visual display of information via projector (agenda, minutes, photos, etc)
- Decisions / recommendations based on consensus



COSTS

- **Copies of agendas and minutes only to committee members and relevant officials**
- **Copies of Portfolio committees' reports and no annexures (Complete agendas available in local libraries)**
- **Telephone calls**
- **Agendas and minutes e-mailed / picked-up at office / delivered to informal settlements**
- **Transport subsidised at R1,00 per kilometer from residence, outside a radius of 10 kms from the venue of meeting**
- **Payment for quarterly newspaper advertisements**
- **No overtime remuneration to senior personnel (can take time off)**
- **Overtime remuneration (after-hour announcements made twice with loudhailer and for secretary)**



OUTCOMES

- **Structured public participation** (not only ratepayer's associations and certain individuals, but civic organisations and other CBO's)
- **Improved communication**
- **Informed and participative community**
- **Councillors display bigger accountability to electorate**
- **Positive influence on attitudes of officials** (become concern / sympathetic)
- **Adhering to legislation with regard to public participation.**



CHALLENGES

- **Understanding / acceptance** of final decision making by council
- **Obtaining / execution** of mandate of constituency
- **Report** back to constituencies
- **Recognition** of ward committees as **formal liaison bodies of communities**
- **Individual committee members** aspire to become **Councillors** (may side track functions of committee)
- **Politicisation of ward committees** in wards controlled by opposition in Council
- **Evaluation of ward committee policy** before next election of members