



**Department Local
Government and Housing**
Local Government Branch
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TO: Municipal Managers
In the Free State Province
and SALGA Free State

LOCAL GOVERNMENT CIRCULAR: 2 OF 2006

REGULATORY SERVICES AND SUPPORT: FIRST MEETING OF NEWLY ELECTED LOCAL COUNCILS, MARCH 2006

1. The municipal manager in terms of section 29(2) read with Schedule 3 of the Local Government: Municipal Structures Act, 1998 must call the first meeting of the council **within 14 days** after the new council has been declared elected after the local government elections on 1 March 2006.
2. In terms of section 36(3) of the Act, the municipal manager presides over the election of the new Speaker from among the councillors.
3. The Speaker then in terms of section 45 of the Act presides over the election and establishment of the executive committee.
4. The council must take note of section 43 of the Act when composing the executive committee. The members of the executive committee must not be more than 20% of the councillors or 10 councillors whichever is the least, and an executive committee may not have less than three members.
5. The executive committee must be composed in such a way that parties and interests represented in the municipal council are represented in the executive committee in substantially the same proportion they are represented in the council.
6. The Executive Mayor or Mayor as the case may be, is elected from the members of the executive committee.

7. You are kindly requested to furnish this office with the following information after the first council meeting of the new council:
Name, Gender, Political Affiliation, Ward Number or PR Councillor, Official telephone number, fax number and email address of;
 - (a) Executive Mayor/ Mayor
 - (b) Speaker, and
 - (c) All other councillors
 - (d) Kindly indicate which councillors were re-elected

8. It will be appreciated if the above information could be submitted to this office by facsimile or email before the end of March 2006.

With kind regards

MM Tsoametsi
Deputy Director-General
Local Government

Date:

Circular 1 of 2006 dated 20 February 2006 dealt with the Appointment of senior staff prior to the local government elections and was sent to Municipal Managers in the Free State and SALGA Free State.