



MANTSOPA

LOCAL MUNICIPALITY
PLAASLIKE MUNISIPALITEIT
LEKGOTLA LA MOTSE

Box 64, Ladybrand, 9745
Tel: (051) 924 0654
Fax: (051) 924 0020

RE-ADVERTISEMENT OF VACANCY: ONE MEMBER TO SERVE IN THE MUNICIPAL DISCIPLINARY BOARD ADVERTISEMENT

The Mantsopa Municipal Council hereby invites applications from suitable candidates to serve as a member of the Mantsopa Local Municipality to the Disciplinary Board for Financial Misconduct. Mantsopa Municipality wish to establish an independent advisory body that assists the Council with the investigation of allegations of Financial Misconduct and provide further steps to be taken regarding disciplinary proceedings.

In terms of Chapter 2 Municipal Regulations on Financial Misconduct, Procedures and Criminal Procedures, Government Gazette No. 37682 of May 2014 on Local Government and Municipal Finance Management Act (MFMA) 2003. The Mantsopa Municipal Council hereby invites applications from suitably qualified persons wishing to serve on its Disciplinary Board/ Disciplinary Committee.

BASIC REQUIREMENTS:

A member of a Disciplinary Board must:

- a) be a natural person;
- b) be a citizen or permanent resident of the Republic and resident in the Province where the municipality's situated and;
- c) not be disqualified under sub regulation 4(5) The Disciplinary Board must submit a report, under signature of the Chairperson of the Disciplinary

THE FOLLOWING REQUIREMENTS WILL BE AN ADDED ADVANTAGE

- a) A relevant Degree or equivalent qualification in Forensic Auditing, Risk Management and Performance Management and LLB.
- b) A qualification as CA (SA)/MBL/CIA or Advocate/ Attorney will be added as advantage
- c) Experience in financial and ethical misconduct investigations
- d) Experience in other Municipal Disciplinary Boards
- e) Sound knowledge and experience of the local government sector

The members of the Municipal Disciplinary Board should at least meet the following competency requirements.

- Have the necessary leadership and personal qualities commensurate with the role.

- Have the ability to communicate effectively, to lead and participate in the discussions.
- Have a good understanding of the Disciplinary Board's position in the governance structure, its roles and responsibilities.
- Have the ability and capacity to conduct Disciplinary Board's affairs efficiently and effectively.
- Have a good understanding of the treatment of allegations and investigations.
- Have a sound knowledge of issues affecting the local government.
- Have ability to advise the Council, Municipal Manager and Management.
- Have requisite expertise/ skills and experience in the following fields:
 - ❖ Internal Controls
 - ❖ King IV Report on Corporate Governance
 - ❖ Anti- fraud and Anti-corruption
 - ❖ Financial and Management Accounting
 - ❖ Performance Management
 - ❖ Risk Management
 - ❖ Knowledge of Municipal Legislation

In addition to the above, candidates should demonstrate experience in participating in governance structures and should be able to dedicate time to the activities of the municipality. Preference will be given to applicants with experience in serving on Disciplinary Boards or committees of the same purpose.

Key responsibilities:

The disciplinary Board will be expected to:

- (i) Develop terms of reference that will ensure that all investigate powers relating to allegations of financial misconduct vest solely with the DC Board,
- (ii) Assist the Council with the investigation of allegations of financial misconduct,
- (iii) Investigate allegations of financial misconduct upon receipt of instruction from the Council;
- (iv) Conduct a preliminary investigation to determine whether the allegation is founded and make a recommendation to the Council as to whether sufficient grounds exist to warrant a full investigation into the allegation.
- (v) To make determination that the allegation is frivolous, vexatious, speculative, or obviously unfounded, the investigation must be terminated;
- (vi) Conduct full investigation if allegations are found;
- (vii) Prepare and submit reports to the Council as appropriate for each case and associated terms of reference,
- (viii) Provide recommendations on further steps to be taken regarding disciplinary proceedings, or any other relevant steps to be taken.
- (ix) Monitor the institution of disciplinary proceedings against the alleged transgressor.

REMUNERATION

Members not employed in the public sector will be remunerated as determined by Council. All members are reimbursed for travelling and related expenses when required to travel to attend meetings.

A person appointed to the Board may not have any business or contractual dealings with the Mantsopa Local Municipality.

Reg. 4(5) disqualifies the following persons from membership of a Disciplinary Board:

- a. A person who has been convicted of an offence in terms of this regulation or any other legislation.
- b. A person who, whether in the Republic or elsewhere has been convicted of theft, fraud, forgery, the uttering of a forged document or any offence of which dishonest is an element.
- c. A person who has at any time removed from any office of trust on account of misconduct or dishonesty,
- d. An accounting officer of municipality or municipal entity,
- e. A political office-bearer or member of a board of directors; and
- f. A person who is an office-bearer in a political party.

TERM OF OFFICE: Three (3) years fixed term

Comprehensive curriculum vitae, and certified copies of qualifications as well as information regarding experience of serving on the Disciplinary Board/ Disciplinary Committee should be addressed to the Municipal Manager.

APPLICATIONS

To apply, please forward a comprehensive Curriculum Vitae (CV) with a covering letter, certified copies of qualifications and identity document and a completed declaration in line with regulation 4(5) to the Municipal Manager MRE Mogopodi, PO Box 64, Ladybrand, 9745, and be submitted at municipal Switchboard Office, Head Office.

The recommended candidate will undergo a vetting process.

Direct Enquiries: Mr Kopano Chauke (Manager Internal Audit) at 051-924 0654 during office hours between 07:30am – 16:30pm.

Note: Correspondence will only be made with short-listed candidates. If you have not been contacted within four (4) weeks after the closing date of this advertisement, please accept that your application was unsuccessful.

CLOSING DATE: 29 MAY 2026.

If you do not hear from us within four (4) weeks of the closing date, please regard your application as unsuccessful. The Council reserves the right not to make any appointments. Canvassing support from Municipal Officials and Councillors is prohibited and any person found guilty thereof, will be disqualified.



MRE MOGOPODI
MUNICIPAL MANAGER
08 MAY 2026