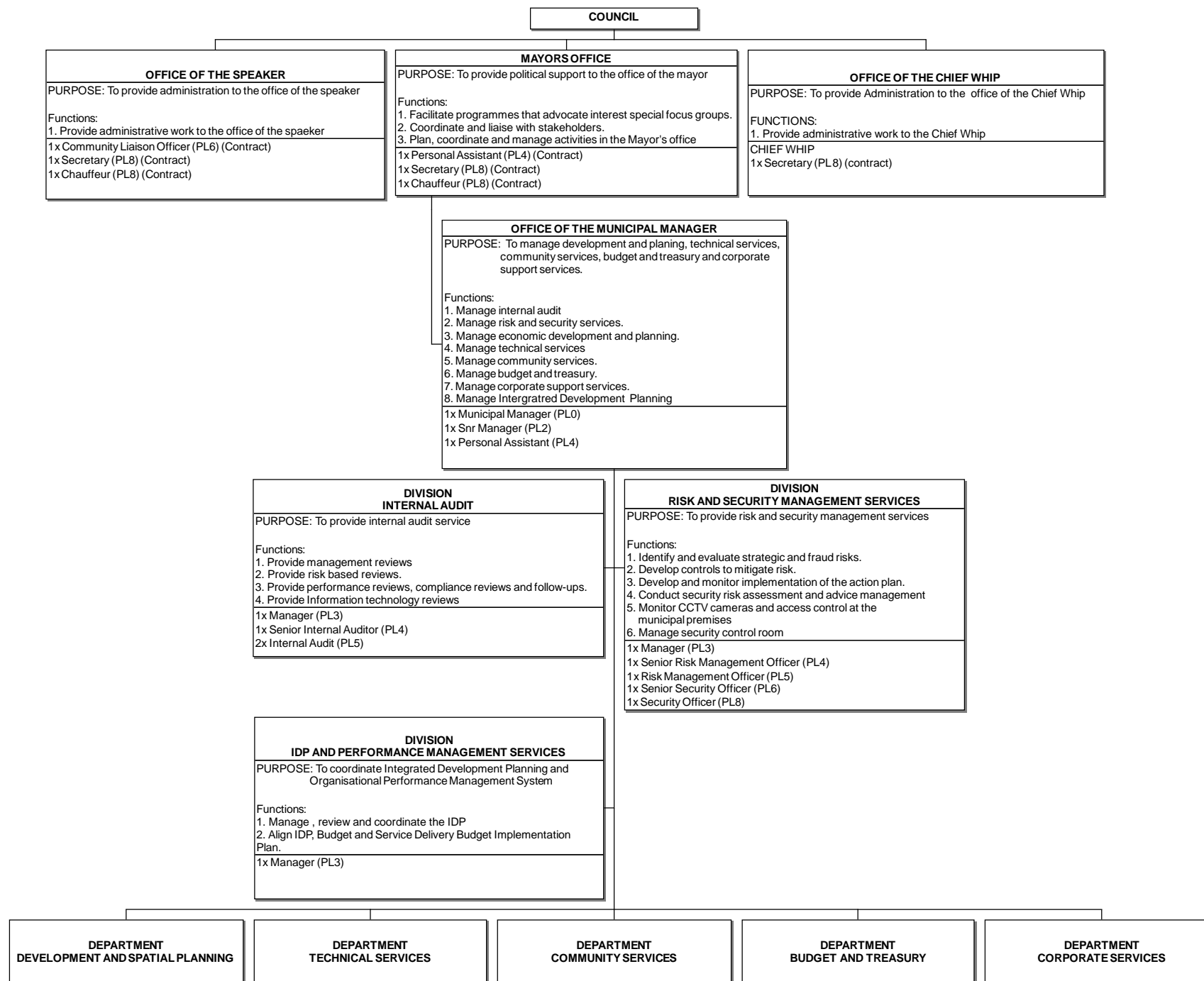


# Musina Local Municipality Organisational Structure 2024/2025

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# ORGANISATIONAL STRUCTURE: MUSINA LOCAL MUNICIPALITY (2025/2026)





**DIVISION**  
**IDP AND PERFORMANCE MANAGEMENT SERVICES**

PURPOSE: To coordinate Integrated Development Planning and Organisational Performance Management System

Functions:

1. Manage , review and coordinate the IDP
2. Align IDP, Budget and Service Delivery Budget Implementation Plan.

1x Manager (PL3)

**INTERGRATED DEVELOPMENT PLAN**

To coordinate Integrated Development Planning

1. Draft, review and coordinate the IDP

1x IDP Officer (PL6)

**PERFORMANCE MANAGEMENT SERVICES**

To provide Organizational Performance Management Systems

1. Develop and implement PMS
2. Provide monitoring and evaluation

2x PMS Officer (PL6)

1x M & E Officer (PL6)

# ORGANISATIONAL STRUCTURE: MUSINA LOCAL MUNICIPALITY (2025/2026)

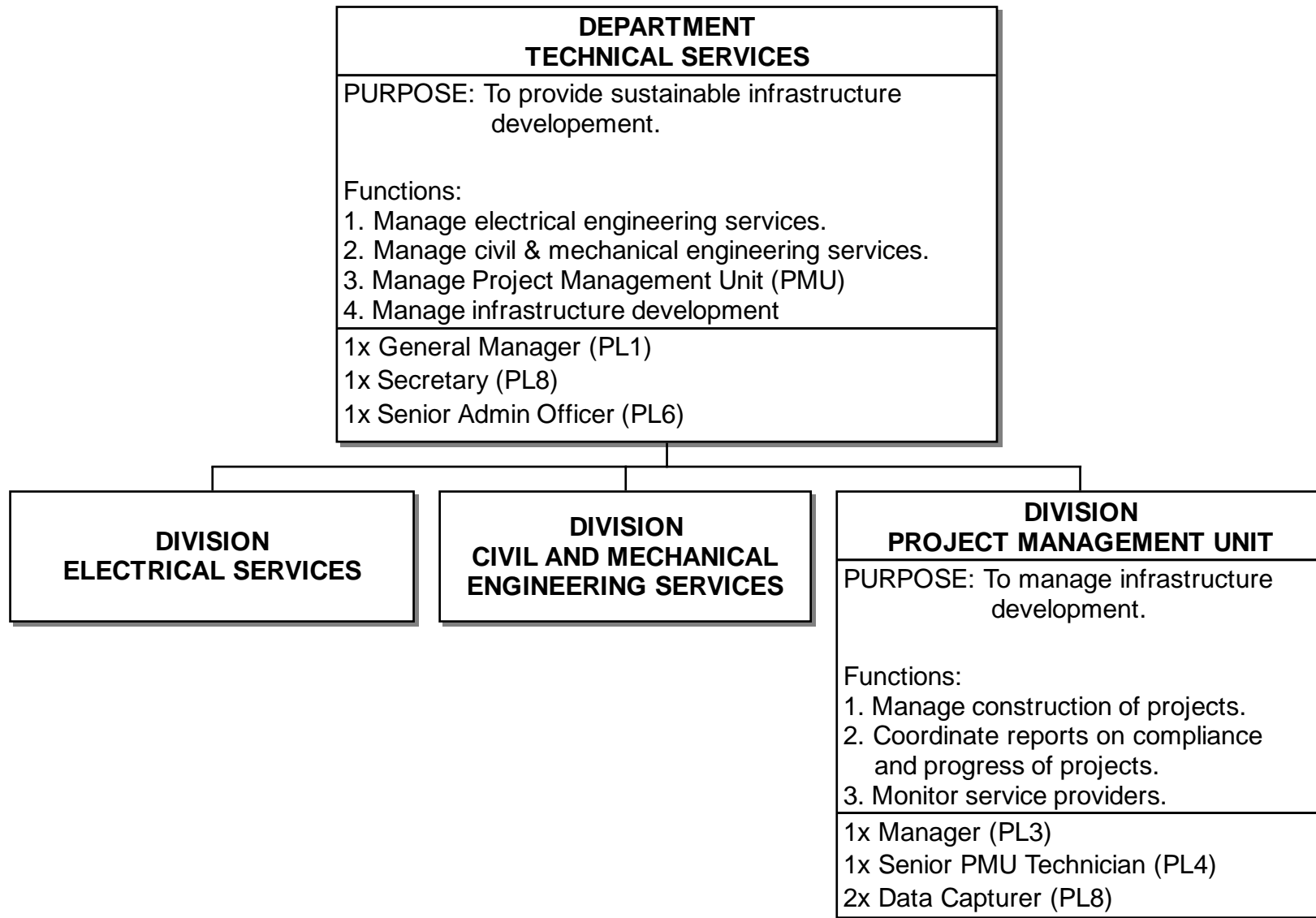


DEPARTMENT DEVELOPMENT AND SPATIAL PLANNING
<p><b>PURPOSE:</b> To ensure sustainable settlements and local economic development in an intergrated approach</p> <p><b>Functions:</b></p> <ol style="list-style-type: none"> <li>1. Manage Local Economic Development</li> <li>2. Manage Spatial Planning and Land Use.</li> <li>3. Coordinate Human Settlement Services</li> </ol> <p>1x General Manager (PL1) 1x Secretary (PL8)</p>

DIVISION ECONOMIC DEVELOPMENT
<p><b>PURPOSE:</b> To coordinate and support Local Economic Development programmes</p> <p><b>Functions:</b></p> <ol style="list-style-type: none"> <li>1. Create an enabling environment for SMMEs, Agriculture, Mining, Tourism and Cooperatives.</li> <li>2. Manage business regulation and licensing.</li> <li>3. Provision of support and coordination of LED projects</li> <li>4. Manage Business Registration administration</li> </ol> <p>1x Manager (PL3) 1x Senior LED Officer (PL4) 1x Mining, SMME's and Cooperatives Officer (PL6) 1x Tourism Officer (PL6) 1x Business Registration Officer (PL6) 1x EPWP &amp; CWP Officer (PL8) 1x General Assistant (PL15)</p>

DIVISION SPATIAL PLANNING AND LAND USE MANAGEMENT
<p><b>PURPOSE:</b> To ensure Land Use Management and effective Spatial Planning</p> <p><b>Functions:</b></p> <ol style="list-style-type: none"> <li>1. Conduct building inspection.</li> <li>2. Render survey services.</li> <li>3. Develop and update Geographical Information System.</li> <li>4. Ensure compliance to Town Planning Scheme and other Planning Legislations.</li> </ol> <p>1x Manager (PL3) 1x GIS Technician (PL5) 2x Building Inspector(PL5) 1x Zoning Inspector (PL5) 2x Town Planner (PL5) 1x Land Surveyor (PL5)</p>

DIVISION HUMAN SETTLEMENT
<p><b>PURPOSE:</b>To Coordinate Integrated Human Settlement Services</p> <p><b>FUNCTION</b></p> <ol style="list-style-type: none"> <li>1. Provide High level service to the community regarding housing needs within the municipality</li> </ol> <p>1x Manager (PL3) 1x Housing Development Officer (PL5) 1x Housing officer (PL8) 1x General Assistant (PL15)</p>



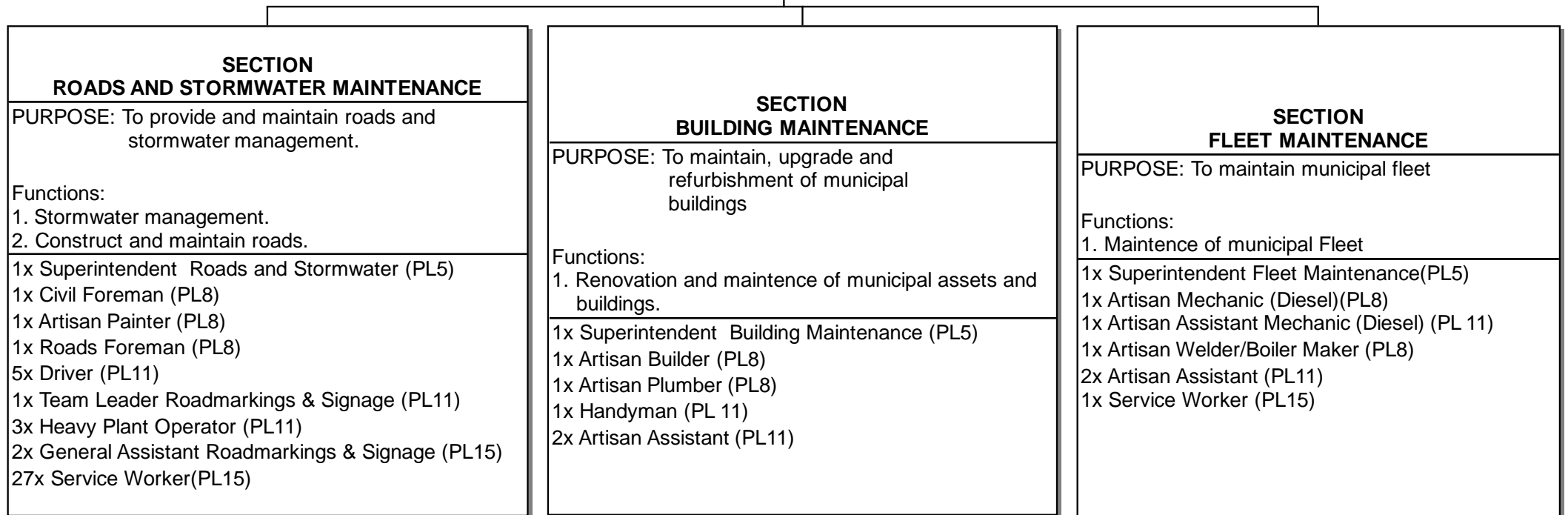


<b>DIVISION ELECTRICAL SERVICES</b>
<b>PURPOSE:</b> To provide electrical maintenance services.
<b>Functions:</b> 1. Metering, protection, control and electrification. 2. Manage electrical revenue. 3. Network system protection and control
1x Manager Electrical (PL3) 1x Senior Engineering Technician (PL4) 1x Admin Officer (PL8)

<b>SUB DIVISION INFRASTRUCTURE MAINTENANCE</b>
<b>PURPOSE:</b> To provide electrical infrastructure maintenance services.
<b>Functions</b> 2x Superintendent (PL5) 5 x Artisan Electrical (LV,MV & HV) (PL8) 1x Special Workman (PL9) 1x Driver (PL11) 2x Streetlight Attendant (PL10) 5x Artisan Assistant (PL13) 16x Service Worker (PL15)



DIVISION CIVIL AND MECHANICAL ENGINEERING SERVICES
<b>PURPOSE:</b> To provide civil & mechanical engineering services.
<b>Functions:</b> <ol style="list-style-type: none"> <li>1. Provide and maintain roads and stormwater management.</li> <li>2. Maintenance, upgrading and refurbishment of municipal buildings</li> <li>3. Maintain municipal fleet</li> </ol>
1x Manager (PL3)





# ORGANISATIONAL STRUCTURE: MUSINA LOCAL MUNICIPALITY (2025/2026)



DEPARTMENT COMMUNITY SERVICES
PURPOSE: To provide community services
Functions: 1. Manage vehicle testing and licensing services. 2. Manage traffic and protection services 3. Coordinate social and disaster services. 4. Provide environmental management and parks services
1x General Manager (PL1) 1x Secretary (PL8)

DIVISION LICENSING AND TESTING SERVICES
PURPOSE: To manage licensing and testing services
Functions: 1. Manage registration and licesing of motor vehicles on E-natis. 2. Testing and issuing of road worthy certificates, learners, drivers and proffessional driving permits. 3. Implementation of all Road Traffic Act & Legislations.
1x Manager (PL3) 1x Management Representative DLTC(PL5) 1x Management Representative VTS 1x Senior Licensing Officer(PL5) 2x Examiner Of Motor Vehicles (PL6) 4x Examiner Of Lisenses (PL6) 4x Licensing Officer (PL8) 1x Records and Filling Clerk (PL11) 1x Pit Assistant (PL11)

DIVISION TRAFFIC & LAW ENFORCEMENT
PURPOSE: To manage traffic services
Functions: 1. Render traffic and hawkers law enforcement. 2. Management of parking, installation of traffic signs and road markings. 3. Coordinate and manage road safety Programmes and scholar patrols. 4. Implementation of all Road Traffic Act and Legislations. 5. Manage and regulate ranking permits for busses and taxis.
1x Manager (PL3) 2x Superitendent: Law Enforcement (PL5) 5x Assistant Sup: Law Enforcement (PL6) 26x Traffic Officer Grade 1, 2 and 3 (PL8) 10x Traffic Warden (PL9) 1x Senior Admin Officer (PL6) 1x Admin Officer (PL8)

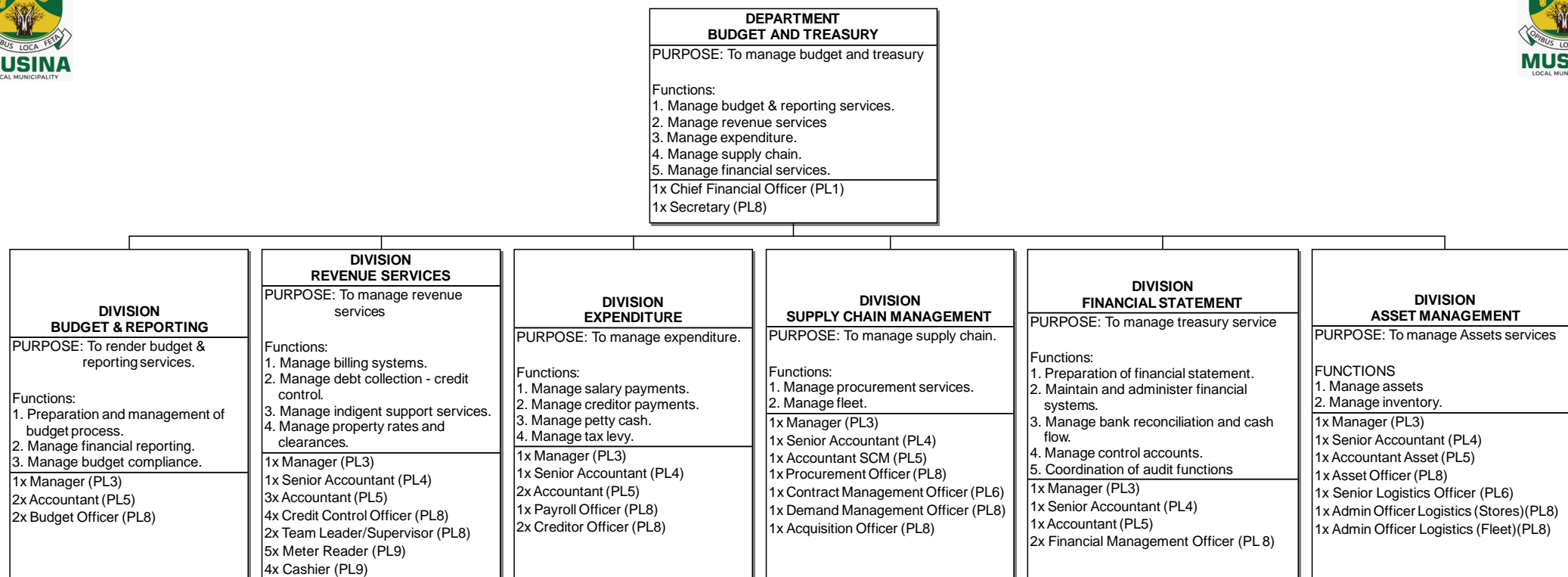
DIVISION SOCIAL SERVICES
PURPOSE: To coordinate social and disaster services
Functions: 2. Promote and coordinate sports, youth and recreation. 3. Coordinate Disaster management services. 4. Provision of library services. 5. Coordinate the establishment of satelite libraries. 6. Facilitate programmes that advocate interest special focus groups 7. Provide guidance and assistance to schools.
1x Manager (PL3) 1x Senior Disaster Officer (PL 6) 1x Senior Special Programmes Officer (PL6) 1x Sports, Recreation, Arts and Culture Officer (PL8) 3x Special Programmes Officer (PL8) 2x Disaster Officer (PL8) 2x Librarian (PL8) 2x Assistant Librarian (PL10) 1x Facility Booking Clerk (PL10)

DIVISION ENVIRONMENT MANAGEMENT AND PARKS
PURPOSE: To provide environment management, and parks services
Functions: 1. Manage waste and parks facilities 2. Refuse collection and management. 3. Develop, operate and maintain environment management facilities 4. Promote and educate communities on environmental issues. 5. Plan, develop and maintain parks facilities. 6. Maintain municipal servitudes.
1x Manager (PL3)

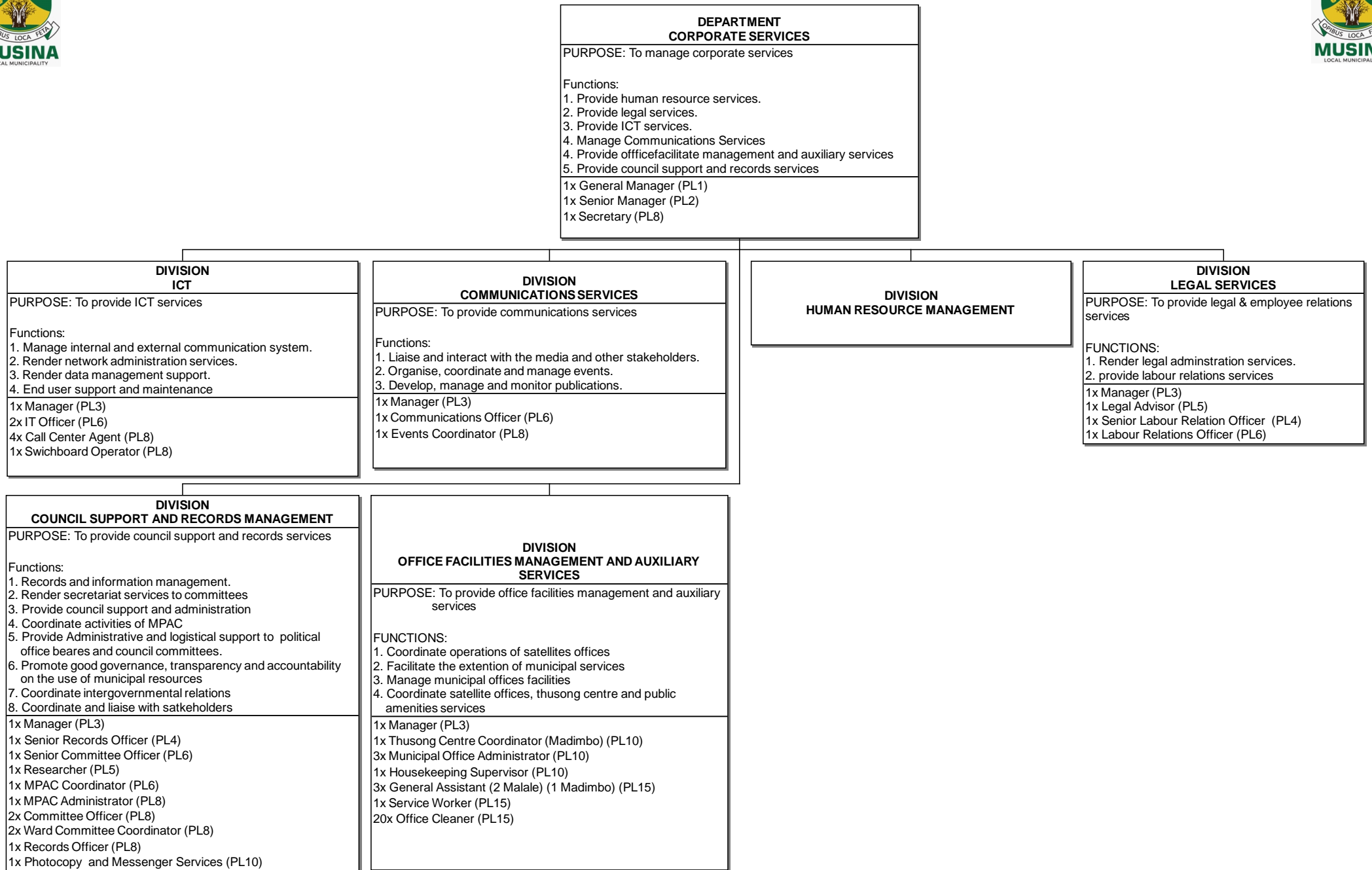
SUB DIVISION PARKS
PURPOSE: To render parks services
1x Superintendant Parks (PL5) 70x Service Workers Refuse (PL15)

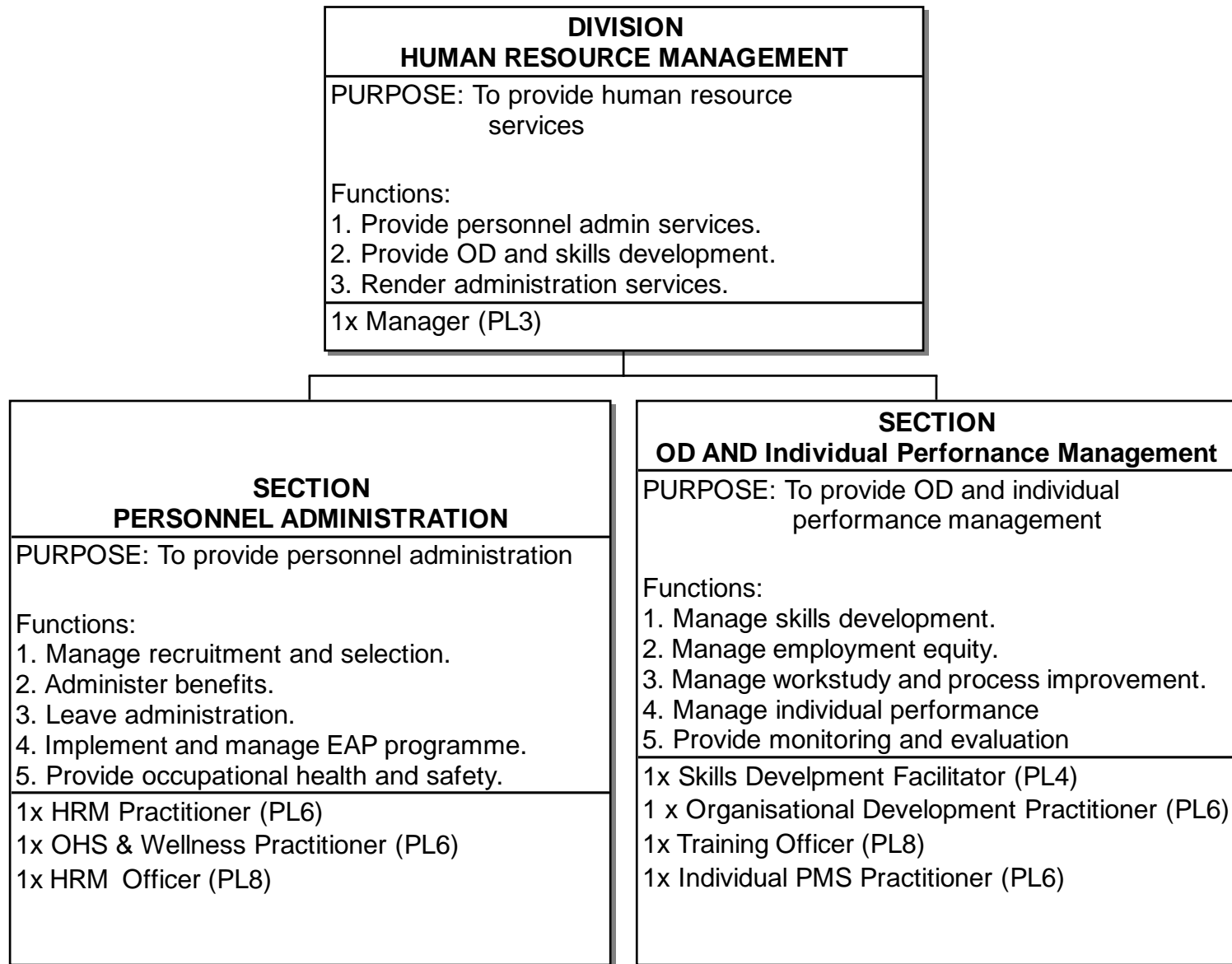
SUB DIVISION ENVIRONMENTAL MANAGEMENT
PURPOSE: To provide Environmental Services
1x Superintendant Environment Management (PL5) 1x Environmental Officers (PL6) 5x Driver (PL11) 2x Driver (Grade 2) (PL 11) 30x Service Worker (PL15)

# ORGANISATIONAL STRUCTURE: MUSINA LOCAL MUNICIPALITY (2025/2026)



# ORGANISATIONAL STRUCTURE: MUSINA LOCAL MUNICIPALITY (2025/2026)





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