



## MANDENI MUNICIPALITY

### VACANCY: CHAIRPERSON- ENTERPRISE RISK MANAGEMENT COMMITTEE

REF PN19/2024

(EXTERNAL)

The Mandeni Municipality hereby invites applications from suitably qualified persons to serve as a Chairperson of the Mandeni Municipality Enterprise Risk Management Committee.

#### BACKGROUND

An Enterprise Risk Management Committee (ERMC) was established by Mandeni Municipality to assist the Municipal Manager and Council to fulfil the risk management and control responsibilities in accordance with prescribed legislation and corporate governance principles. The charter expresses its role and responsibilities in terms of ERM, and the Committee meets quarterly and reports to the Audit Committee.

Section 3 of the ERMC Charter stipulates the following in regard to authority:

The accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure -

*(c) That the municipality has and maintains effective, efficient and transparent systems (i) of financial and Risk Management and internal control".*

#### DUTIES

The roles and responsibilities of the Enterprise Risk Management Committee, in terms of the Local government Risk Management Framework, as expressed in its Section 7 of the ERMC Charter are as follows:

- Review the risk management policy and strategy and recommend for approval by the Municipal Manager and Council;
- Review the risk appetite of each risk at operational level and tolerance and recommend for approval by the Municipal Manager and Council;
- Review the municipality's risk identification and assessment methodologies to obtain reasonable assurance of the completeness and accuracy of the risk register;
- Evaluate the effectiveness of mitigating strategies to address the material risks of the municipality;



- Report to the Municipal Manager and Performance and Audit Committee any material changes to the risk profile of the municipality;
- Review the fraud prevention policy and recommend for approval by the Municipal Manager and Council;
- Evaluate the effectiveness of the implementation of the fraud prevention policy;
- Review any material findings and recommendations by assurance providers on the system of risk management and monitor that appropriate action is instituted to address the identified weaknesses;
- Develop goals, objectives and key performance indicators for the Committee for approval by the Municipal Manager;
- Develop goals, objectives and key performance indicators to measure the effectiveness of the risk management activity;
- Set out the nature, role, responsibility and authority of the risk management function within the municipality for approval by the Municipal Manager, and oversee the performance of the risk management function;
- Provide proper and timely reports to the Municipal Manager and Audit Committee on the state of risk management, together with aspects requiring improvement accompanied by the Committee's recommendations to address such issues.
- Attend all scheduled meetings,
- Present departmental reports in meetings,

## **REQUIREMENTS**

According to the Local government Risk Management Framework, the membership of the Risk Management Committee should comprise both management and external members with the necessary blend of skills, competencies, and attributes, including the following critical aspects:

- an intimate understanding of the Institution's mandate and operations;
- the ability to act independently and objectively in the interest of the Institution; and
- a thorough knowledge of risk management principles and their application.



The chairperson of the Risk Management Committee should be an independent external person, appointed by the Accounting Officer.

Applicants should therefore comply with the following requirements:

- An applicable degree or similar qualification in any of the following fields: Public Administration, Risk, Quality, Audit or Financial Management; **and most importantly**
- **Appropriate knowledge of Risk Management Principles and applicable Best Practice and standards.**
- Applicant must have experience in serving as a member of Enterprise Risk Management Committee or Audit & Performance Committee.
- Applicant must not be serving in more than two committees.

#### **EXPECTED MEETING TIMES**

The Enterprise Risk Management Committee meets at least four times with a maximum of six times per annum with the duration of such meetings between three to four hours. If circumstances prescribe, special meetings may be required. Time will also be allowed, if necessary, for the Chairperson to participate in preparatory meetings (caucuses) or to obtain background information on issues to be considered.

#### **DURATION**

The successful candidate will serve as the Enterprise Risk Management Committee chairperson for a period of 3 years.

#### **REMUNERATION**

The remuneration to external members **not employed by an organ of state** in accordance with Council Resolution for quarterly meetings is R8462.00 for a member per meeting (inclusive of preparation and travel time), travelling to and from the meeting venue is at DOT approved rates and tollgate fees reimbursed at 100% of the actual fees upon submission of toll gate slips.

#### **ENQUIRIES**

Applications in the form of a detailed CV together with certified copies of qualifications, certificates, Identity Documents etc. must be submitted. Failure to submit the requisite documents will result in disqualification of the relevant application. Enquiries may be directed to Mr Sibusiso Luthuli at telephone number 032 456 8253, email: [sibusiso.luthuli@mandeni.gov.za](mailto:sibusiso.luthuli@mandeni.gov.za).



**Applications must be delivered to:** Office of the Municipal Manager, 2 Kingfisher Road, Mandeni, KwaZulu Natal, 4490, South Africa PO Box 144, Mandeni, 4490 **OR** send application to **sibusiso.luthuli@mandeni.gov.za**

**Closing date:** 20 March 2024

**IMPORTANT NOTE:** Applicants apply to serve on the Enterprise Risk Management Committee and **not for employment**, either full time or part-time with the municipality. If an applicant has not been contacted within thirty days after the closing date of this advertisement, it should please be accepted that the application was not successful.

***Consideration will be given to people living with disabilities.***

  
Mr. SG KHUZWAYO  
MUNICIPAL MANAGER