INGQUZA HILL LOCAL MUNICIPALITY

130 Main Street
PO Box 14
Flagstaff
4810
Eastern Cape

Tel: (039) 252 0131/61
Fax: (039) 252 0699

INGQUZA HILL
LOCAL MUNICIPALITY

66 Main Street
PO Box 7
Lusikisiki
4820
Eastern Cape

Tel: (039) 253 1568/1096
Fax: (039) 253 1234

ICT STEERING COMMITTEE ADVERTISEMENT
NOTICE: 2/09/2025

Applications are hereby invited for an independent, suitably qualified and experienced professional from the ICT Sector to serve as the Independent Chairperson of the ICT Steering Committee of Ingquza Hill Local Municipality, for a period of three (3) years. Ingquza Hill Local Municipality has established an ICT Steering Committee in accordance with Section 166 of the Municipal Finance Management Act, 2003 (Act No. 56 of 2003).

Requirements: Suitable candidates should possess a postgraduate degree in Information Communication Technology (ICT) or Computer Science or equivalent qualification with proven expertise in Information Communication Technology (ICT). The candidate must be a member of a relevant ICT professional bodies such as The Institute of IT Professionals South Africa (IITPSA). A master's degree in computer science will serve as an advantage. The candidate must have served as a member of an ICT Steering Committee in the public sector at local government level for at least three years or have experience as an Audit Committee Member responsible for ICT Governance oversight in the public sector at a local government level for at least three years.

Competencies: Five years or more management experience at a senior management level related to ICT. At least five years proven knowledge and understanding of King IV Report on Corporate Governance requirements, ISO 27000, ISO 20000 and Municipal related legislation, policies and processes. Must possess strong and dynamic leadership skills, analytical reasoning ability, a demonstrated track record of diligence and integrity. Excellent communication skills (verbal and written).

Duties: The ICT Steering Committee at Ingquza Hill Local Municipality is an oversight body which operates and discharges its duties according to Section 3.1.10 of the Treasury Regulation and Section 166 of the Municipal Finance Management Act, 2003 (Act No. 56 of 2003).
Roles and responsibilities of the ICT Steering Committee Chairperson include the chairing of the ICT Steering Committee whose responsibilities include, amongst others, the following:
Providing oversight into:

- The management of Corporate Governance of ICT in the Municipality
- Development and implementation of the ICT Policy Framework, ICT Strategic Plan, ICT Implementation Plan and ICT Operational Plan as directed by the Municipality ICT Strategic Plan
- Functionality of ICT organisational structure, resources and capacity according to the needs and priorities of the Municipality
- The development of a project plan for each ICT initiative to organize and manage resources (people and funding) in such a way that these resources deliver all the work required to complete a project within the defined scope, quality, time and cost Articulation of the ICT Risk appetite and its management within the risk management practices of the Municipality, Performance monitoring of external ICT service providers (3rd parties) through service level agreements and service management engagements Oversight and reporting on ICT security (including cyber security) to ensure the protection of electronic information, information systems and infrastructure to maintain confidentiality, integrity and availability of information Supporting and reporting to the Audit and Performance Audit Committee.
- Providing feedback to the Audit Committee on the effectiveness of municipal ICT Governance.

Number of Meetings: To chair at least four (4) quarterly ICT Steering Committee meetings per financial year and, on invitation, attend quarterly Audit Committee Meetings on ICT related matters.

Remuneration: The appointed ICT Steering Committee Chairperson shall be remunerated in line with National Treasury Guidelines for sitting allowance and a maximum of three (3) hours preparation in terms of SAICA rates (Guidelines of fees for audit done on behalf of the Auditor-General).
The successful candidate will be required to sign a contract with the Municipality. The appointed candidate may be subjected to a security vetting and screening process.

Application: It is mandatory to submit application (motivation letter), a detailed Curriculum Vitae and relevant supporting documentation, including a copy of an ID document, copies of qualifications, summary of previous Audit Committee and/or ICT Steering Committee memberships and references to: **The Municipal Manager, Private Bag X 14, Flagstaff, 4810 (***"***Applications: The Independent Chairperson: ICT Steering Committee***"***), or hand delivered to Municipal offices in Flagstaff (Registry office) or Lusikisiki Municipal offices (Reception).**

Note: Correspondence will only be made with short-listed candidates. If you have not been contacted within Three (3) months after the closing date of this advertisement, please accept that your application was unsuccessful. Ingquza Hill Local Municipality reserves the right to cancel this advertisement at any stage of the process.

Enquiries may be directed to Manager: Internal Audit & Risk, Mr. S. Galada (039) 252 0131/ sgalada@ihlm.gov.za during office hours between 07:45 am – 16:45pm Monday to Thursdays and Fridays until 15:00pm.

CLOSING DATE: 13 OCTOBER 2025 at 16:45 PM

INGQUZA HILL LOCAL MUNICIPALITY IS AN EQUAL OPPORTUNITY AFFIRMATIVE EMPLOYER AND RESERVES THE RIGHT NOT TO MAKE ANY APPOINTMENT.

The appointment is made according to the Council conditions of service. Canvassing support from Municipal Officials and Councilors is prohibited and any person found guilty thereof, will be disqualified.

V.C. Makedama

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Municipal Manager