

**MATJHABENG MUNICIPALITY**

**MINUTES OF THE**

**SPECIAL EXECUTIVE MANAGEMENT**  
**COMMITTEE MEETING**

**CONVENED ON**

**THURSDAY, 29 MARCH 2018**

**AT**

**09:00**

**ROOM 104, 1<sup>ST</sup> FLOOR, CIVIC, WELKOM**

**MATJHABENG MUNICIPALITY**

**MINUTES OF THE SPECIAL EXECUTIVE MANAGEMENT COMMITTEE  
MEETING HELD IN ROOM 104, 1<sup>ST</sup> FLOOR, CIVIC CENTRE, MAIN  
BUILDING, WELKOM ON THURSDAY, 29 MARCH 2018 AT 09:00**

**PRESENT**

Mr T Tsoaeli	:	Municipal Manager
Mr T Makofane	:	Executive Director Strategic Support Services
Mr B Maswanganyi	:	Executive Director Infrastructure
Me. Z Tindleni	:	Executive Community Services
Mr F Wetes	:	Executive Director Corporate Services
Mr T Panyani	:	Chief Financial Officer
Mr M Martins	:	Chief of Staff
Me. L Mhlontlo	:	Acting Administration Officer

**INVITEES**

Mr F Phiri	:	Open Water: Director
Mr R Singh	:	Open Water: Director
Mr MH Thokoae	:	Open Water: Director

**1. OPENING**

The Municipal Manager, Mr Tsoaeli welcomed everyone present and declared the meeting officially opened. He explained that the meeting shouldn't take longer than 20 minutes.

**2. APPLICATIONS FOR LEAVE OF ABSENCE**

Mr B Golele	:	Legal Advisor, Office of the Executive Mayor
Mr L Rubulana	:	Senior Manager: Office of the Speaker

**3. OFFICIAL ANNOUNCEMENTS**

None

**4. DISCLOSURE OF INTEREST**

None

**5. MOTIONS OF SYMPATHY AND CONGRATULATIONS**

None

## 6. DISCUSSIONS

The municipal manager explained that the week had started very early on Monday at 7am due to the trip that was taken to Thabong. He also indicated that once employees from the community services department had done the work requested it was of importance that the executive director does a site inspection and report to the municipal manger. It was absolutely critical to ensure that management responds swiftly and quickly despite the challenges being faced because the community has no interest that there were not enough staff and vehicles.

The municipal manger announced that he had deliberately not spoken to the executive mayor about releasing employees early for the Easter long weekend and has no intention to do so due to the challenges that were being faced. He further announced that the next mayoral committee meeting and council would not be easy.

He indicated that communication was critical, content was needed within the team and asked that executive directors should use their technical know-how and intelligence to ensure that there is response on what was expected from the team. The committee was advised to build portfolios of evidence in order for the municipal manager to report to the executive mayor on a weekly basis. The municipal manager explained that service providers must be paid to ensure that they assist the municipality.

The municipal manager illuminated that despite the challenges that were being faced, during this month they were able to pay Eskom thirty five (35) million, Sedibeng was paid thirty (30) million. Third party payments that were behind were paid twenty two (22) million. He clarified the discussion by reminding the committee of the council resolution on the Eskom payment plan, which resolved that thirty three (33) million had to be paid by Wednesday, 4 April 2018.

The municipal manager explained that during the upcoming long weekend teams must be put into place per ward, dealing specifically with sewer, roads, leakages and cutting of grass.

Discussions on the strategic plan and Lekgotla were made and Mr Makofane was instructed that invitations must be sent to specific stakeholders and letters to the different ministers must be signed off today.

The municipal manger explained that an executive management meeting will take place on Tuesday, 3<sup>rd</sup> April 2018 to report back on the Easter weekend service delivery programme and presentations were expected from the executive director's community services and infrastructure. He further indicated that he would expect a presentation from the CFO on issues that were raised from the recent council sitting. The CFO was expected to zoom into the issues raised because council had expressed its view that the budget of two point seven (2.7) million was unaffordable. The main focus should be on salaries, payment of Eskom and Sedibeng.

### 3

The CFO gave a slight feedback of the meeting that took place with treasury and the transparencies of issues being dealt with at Matjhabeng.

The municipal manager discussed the matter of security companies and that the municipality was paying up to ten (10) million rand on a monthly basis

#### **THE EXECUTIVE MANAGEMENT COMMITTEE RESOLVED (29 MARCH 2018)**

1. That all documents on the service delivery report per ward **MUST BE COMPLETED**.
2. That all executive directors **MUST ENSURE** that reports are ready and submitted to the municipal manager on a weekly basis.
3. That weekly feedback sessions to ward councillors **MUST BE CONDUCTED** with portfolios of evidence.
4. That the CFO **MUST COMMUNICATE AND NEGOTIATE** with treasury to receive an amount of forty (40) million due to the amount of outstanding creditors.
5. That teams **MUST BE** put into place during the Easter weekend. That ward councilors must also **BE ENGAGED** and involved.
6. That all Lekgotla documents **MUST BE** sent out by Wednesday, 3<sup>rd</sup> March 2018.
7. That letters sent to different ministers for the Lekgotla strategic plan **MUST BE SUBMITTED** to Mr Martins today for the executive mayor to sign.
8. That an executive management committee meeting will **BE CONVENED** on Wednesday, 3<sup>rd</sup> March 2018 at 9am.
9. That the CFO **MUST PREPARE** a presentation that deals with providing of services and payment plans.
10. That the CFO **MUST CONVENE** with a team to plan around the financial recovery plan that will be presented to council.
11. That the executive director corporate services **MUST PREPARE** a presentation on human capital.
12. That a presentation on economic development and land audits **MUST BE CONDUCTED** based on the Royal Haskoning DHV report.
13. That the executive director community services **MUST LOOK INTO** alternative security arrangements.
14. That all deviations **MUST BE** scaled down significantly. **AS OF** 1 June 2018 there would **NO LONGER** be any deviations.

#### **7. CLOSURE**

The meeting ended at 09:55