

**MATJHABENG MUNICIPALITY**

**MINUTES OF THE**

**ORDINARY EXECUTIVE MANAGEMENT**

**COMMITTEE MEETING**

**CONVENED ON**

**FRIDAY, 24 MAY 2019**

(AGENDA FOR MONDAY, 20 MAY 2019)

**AT**

**10:00**

**ROOM 206, 2<sup>ND</sup> FLOOR, CIVIC, WELKOM**

**MATJHABENG MUNICIPALITY**

**MINUTES OF THE ORDINARY EXECUTIVE MANAGEMENT COMMITTEE  
MEETING HELD IN ROOM 206, 2<sup>ND</sup> FLOOR, CIVIC CENTRE, MAIN  
BUILDING, WELKOM ON FRIDAY, 24 MAY 2019 AT 10:00**

**PRESENT**

Mr T Tsoaeli	:	Municipal Manager
Mr T Makofane	:	Executive Director Strategic Support Services
Mr F Wetes	:	Executive Director Corporate Services
Mr M Martins	:	Chief of Staff
Mr LB De Bruyn	:	Senior Manager Budget
Me. L Mhlontlo	:	Acting Administration Officer

**INVITEES**

Me. P Sigadla	:	ARMS
Me. L Matshunae	:	ARMS
Me. T Manabile	:	ARMS

**1. OPENING**

The Municipal Manager welcomed everyone present and declared the meeting officially opened.

**2. APPLICATIONS FOR LEAVE OF ABSENCE**

Mr T Panyani	:	Chief Financial Officer
Me Z Tindleni	:	Executive Director Community Services
Mr B Golele	:	Legal Advisor

**3. OFFICIAL ANNOUNCEMENTS**

None

**4. DISCLOSURE OF INTEREST**

None

**5. MOTIONS OF SYMPATHY AND CONGRATULATIONS**

Both councillor Khalipha and Radebe we congratulated for making forming part of the National Council of Provinces.

**6. DEPUTATIONS AND INTERVIEWS**

ARMS – Audit Risk Management Solutions

The team from ARMS were afforded an opportunity to present the internal audit status progress report.

In the presentation a few matters were raise concerning information that had not yet been received. The request for information sheet was presented and the following matters were needed from the ARMS personal:

- Updated deviation register
- Tender documents with attached annexures
- Delegation of authority
- Evidence of goods/services received and utilised for the current year
- Payment vouchers
- Files for the Section 97 employees.

**THE EXECUTIVE MANAGEMENT COMMITTEE RESOLVED (24 MAY 2019)**

1. That the Acting Supply Chain Manager must submit all requested information to ARMS by Monday, 27 May 2019.
2. That the Executive Director, Corporate Services must ensure that the contract management information be submitted to ARMS by Monday, 27 May 2019.
3. That the Executive Director, Corporate Services must ensure that the submitted list of employees must report to ARMS as requested.
4. That the Executive Director, Corporate Services must ensure that Mr Vanga and his legal team are introduced to the ARMS officials by Tuesday, 28 May 2019.

**7. MINUTES OF THE PREVIOUS MEETING**

Monday, 04 February 2019/ Friday, 22 February 2019

**THE EXECUTIVE MANAGEMENT COMMITTEE RESOLVED (24 MAY 2019)**

1. That the minutes of *Monday, 04 February 2019* and minutes of Friday, 22 February **BE ADOPTED** and **APPROVED** as a true reflection of what transpired and was discussed in the meetings.

## 8. MATTERS FOR DISCUSSION

### 8.1 Revenue Enhancement Committee Activities

Mr Makofane gave feedback on the revenue enhancement committee activities.

He explained that a commitment was made to the chairperson of the REC committee, the commitment was that the executive management committee would meet a week before the REC committee convenes. This meeting would be to formalise reports that would be submitted to the REC 3 days before their meeting. He further indicated that the executive committee was unable to meet in the previous week.

#### **THE EXECUTIVE MANAGEMENT COMMITTEE RESOLVED (24 MAY 2019)**

1. That all stakeholders that form part of the REC committee **WOULD MEET** next week Wednesday, 29 May 2019.

### 8.2 Audit Action Plan – CFO

The item was not presented.

#### **THE EXECUTIVE MANAGEMENT COMMITTEE RESOLVED (24 MAY 2019)**

1. That the item **BE DERFEERED** back.

### 8.3 Service Delivery Challenges/ Way forward

Mr Makofane gave feedback on the service delivery challenges that had been experienced.

Mr Makofane explained that the reports would be made available. Mr Makofane explained that the major challenges was theft of cables and vandalism around the municipal assets. He further explained that the theft and vandalism accumulated to approximately R11 Million rand.

#### **THE EXECUTIVE MANAGEMENT COMMITTEE RESOLVED (24 MAY 2019)**

1. That the report **BE NOTED** and to further be discussed with the Municipal Manager.

### 3

#### 8.4 Final Public participation Process (IDP/Budget)

Mr Makofane gave feedback on the public participation process.

He explained that the IDP/Budget process began Monday, 20 May 2019 and ended Thursday, 23 May 2019. He reported on all the public participation areas on the IDP yesterday, also indicating the areas that did not take place. He further indicated that they won't be an opportunity to return back to those areas and suggested that an item be compiled to inform the Mayoral Committee as well as Council on the latter.

#### **THE EXECUTIVE MANAGEMENT COMMITTEE RESOLVED (24 MAY 2019)**

1. That the report **BE NOTED**.

#### 8.5 Security Analysis of the electrical and other assets of the municipality

Mr Makofane gave feedback on the security analysis of the electrical and other assets of the municipality.

He explained as indicated in discussion 8.3 that the matters were similar. He further indicated that the municipality had requested the help of security and made mention the names. He explained that processes were underway to help with the crisis, and that adverts had been issued and awaiting finalisation.

#### **THE EXECUTIVE MANAGEMENT COMMITTEE RESOLVED (24 MAY 2019)**

1. That the report **BE NOTED**.