

**MATJHABENG MUNICIPALITY**

# **MINUTES**

**Of**

**FINANCE SECTION 80 COMMITTEE MEETING**

**held on**

**THURSDAY, 14TH MARCH 2019**

**at**

**12:00**

**IN**

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

**MINUTES OF THE FINANCE SECTION 80 COMMITTEE MEETING, HELD  
ON THURSDAY, 14 MARCH 2019 AT 10H00 IN ROOM 104; 1<sup>ST</sup> FLOOR; MAIN  
BUILDING WELKOM**

**PRESENT**

**COUNCILLORS**

Cllr S Manese : Chairperson  
Cllr HA Mokhomo  
Cllr M Mapatle  
Cllr X Masina  
Cllr T Mangwane

**OFFICIALS**

Mr MB de Bryn : SMB  
Mr T Panyane : CFO  
Me L Williams : Budget Manager  
Me T Xaba : Act SCM Manager  
Me C Dingani : SMT  
Mr B Maritz : Council Attorney  
Mr S Sejake : Revenue Manager  
Mr N Mokhonoane : Credit Control  
Mr B Golele : Act Director LED

**OTHERS**

TI Makgowe : Council Admin

**1. OPENING**

The meeting was officially opened by the chairperson Cllr S Manese and He warmly Welcome All Present.

**2. APPLICATION FOR LEAVE OF ABSENCE**

Cllr Styger  
Cllr Burdenhost

**3. OFFICIAL ANNOUNCEMENTS**

## **BACKGROUND**

The presentation to the Finance Section 80 Committee on a mitigation Advise on a court case Battle by Mr. Maritz (Council Attorney) between Municipality, Eskom and Sedibeng Water and recommended the following

## **RECOMMENDATIONS**

That, all finance documents, papers and receipts be **KEPT** safely for purposes of reporting and filling.

That, verification of accounts be made for **PROPER** payments of companies.

That, a collection rate methods for payment of services be **SORTED** out.

That, the unused land be **TRANSFERRED** to generate capital.

That, processes and systems be **CORRECTED** and **ADHERED** to.

That, the indigent policy be **REVIEWED** and **MONITORED** for application so as to streamline the legible indigent residents.

That, all the 139 Municipal farms be **PLACED** on Lease to generate capital.

That, a strategic plan be **DESIGNED** to recover debts owed to the municipality.

That, the advertisement for filling of post be **STREAMLINED**

### **4. MOTIONS OF SYMPATHY AND CONGRATULATIONS**

None

### **5. DISCLOSURE OF INTEREST**

None

### **6. DEPUTATIONS AND INTERVIEWS**

None

### **7. MINUTES OF THE PREVIOUS MEETING**

- 7.1 The Minutes of the previous Finance Section 80 Committee meeting held on the 18 January 2019 were presented and **ADOPTED** as a true reflection of the previous meeting

8. **MATTERS ARISING FROM THE MINUTES**

None

9. **MATTERS FOR DISCUSSIONS**

**F.S.5 OF 2019**

**MONTHLY FINANCE REPORT – JANUARY 2019 (CFO) (6/4/1)**

**PURPOSE**

To submit to the Finance Section 80 Committee the monthly finance report for January 2019 in terms of Section 71 of the Municipal Finance Management Act, Number 56 of 2003.

**THE FINANCE SECTION 80 COMMITTEE RESOLVED (14 March 2019)**

That, The Finance Section 80 Committee must **DEVELOP** a sustainable approach for collection to reach a 65 percent collection rate.

That, this sustainable approach be **UNDERTAKEN** for a period of six months from April to September 2019.

That; an orientation Programme be developed to **INCULCATE** responsibility for residents as a way to improve collection rate.

**F.S.6 OF 2019**

**PROGRESS REPORT ON THE SUNELEX (MLM) SOLAR PLANT PROJECT (CFO) (19/3/2/1)**

**PURPOSE**

To present progress report on the sunelex (MLM) solar plant project to the Finance Section 80 Committee.

**THE FINANCE SECTION 80 COMMITTEE RESOLVED (14 MARCH 2019)**

That, Mr Golele be appointed as a project manager to **ASSIST** in the appointment of transactional advisor.

That, an advert be **PREPARED** for the advertising and appointment of the transactional advisor.

That, the appointment of the transactional advisor will assist the municipality with the following benefits.

- I. Funding model for the project
- II. Renewable energy
- III. Climate change

- IV. Green economy
- V. Funding for bulk municipal infrastructure

#### **F.S 7 OF 2019**

#### **PROGRESS REPORT ON MATTERS RAISED DURING THE DECEMBER COUNCIL MEETING (CFO) (19/3/9)**

##### **PURPOSE**

Reporting progress to all matters raised by Honorable Councillors during the council seated on the 4<sup>th</sup> December 2018 with regard to challenges in the Financial Department

##### **THE FINANCE SECTION 80 COMMITTEE RESOLVED (14 MARCH 2019)**

That, the CFO draft a list of measures to **CURB** the misuses of municipal fund.  
That, all financial submissions be **VERIFIED** and done **CORRECTLY**.  
That, the municipality should **STRENGTHEN** its by-law and policy for strict **IMPLEMENTATION**.  
That, all municipal department be **COORDINATED** to work as a team.  
That, municipal officials be **ENCOURAGED** to assist on co-ordination of the departmental programmers that have financial implementations for the municipality.  
That, the municipality have **CONTROL** and **OVERSIGHT** on all municipal assists.  
That, a qualification audit be **CONDUCTED** on all departments and committees dealing with municipal finances.

#### **F.S8 OF 2019**

#### **REPORT ON BILLING AND COLLECTION (CFO) (19/3/9)**

##### **PURPOSE**

Reporting on collection rate to the Revenue Enhancement committee

##### **THE FINANCE SECTION 80 COMMITTEE RESOLVED (14 MARCH 2019)**

That, A month to month Expenditure report be **IMPLEMENTED** to **MONITOR** the reduction of debts  
That, residents owing the municipality should be **ALLOWED** to pay without interest.  
That, the Municipal be **SEND** through sms and emails by April to March to reduces cost.  
That, The remaining debt for manual account be **SETTLED**.  
That, both technology and manual be **INTERGRADED** for issuing of Billing accounts be used for the remaining three months as from April until the of the financial year.  
That, municipal oversight role be **EXTENDED** to fieldwork to have a clear grasp of challenges on service payments.  
That, we **DEVELOP** a meter reading strategic plan to **VERIFY** readings before paying anything.  
That, we should be able to appoint **CREDIBLE** and **ACCREDITED** companies so as to get the benefits.

That, the CFO **DESIGN** a three months Programme on **billing** and **collection** and present it after elections.

That, measures used to **ARREST** over-expenditure through **Adjustments Budget** be presented to Council.

#### **10. CLOSURE**

The meeting was officially closed by the Chairperson Councillor S Manese **at 13h55**

\_\_\_\_\_  
**CHAIRPERSON**

\_\_\_\_\_  
**DATE**



# ATTENDANCE REGISTER FOR FINANCE SECTION 80 14 MARCH 2019

NO	NAME AND SURNAME	POSITION	COMPANY	CONTACT DETAILS	EMAIL ADDRESS
1	Hosang A. Moximo	Member		079 378 9870	hlobolangny@gmail.com
2	Als de Bruyn	SMB		083 235 2992	alsm@netlab.org.co.za
3	M. Maphahle	Member		018 208 9869	mlm@netlab.org.co.za
4	Xolile Masina	Member		067 059 5920	minniefb@gmail.co
5	Syphie Mavere	Seco Clerk		082 800 8687	manese.s.pho@gmail.co
6	HABO Fanyani	CFO	MLM	082 551 482	<del>hanyani@netlab.org.co</del> hanyani@netlab.org.co
7	Lindsey Williams	Manager Budget		076 571 5358	lindsey.williams@netlab.org.co
8	Thembu Xaba	ACT. SCM Manager		082 717 0369	thembu.xaba@netlab.org.co
9	Conie Dingani	SNIT		057 391 3140	conie.dingani@netlab.org.co
10	Thomas Masingwane	Councillor	MLM	081 431 1906	emasingwane@gmail.com
11	R Mxili	Comm Attorney	MLM	073 415 1930	herkus@maiteprod.co.za
12	Saint Sijika	Revenue Manager	MLM	087 916 7416	Saint.Sijika@maiteprod.co.za
13	Neo Mkhawane	Credit Controller		057 916 7418	neomkhawane@maiteprod.co.za
14	Bany Godel	ASD Planning & Human Resource	MLM	079 583 5737	bany.godel@maiteprod.co.za
15					