

**MATJHABENG MUNICIPALITY**

**ANNEXURES**

of the

**5<sup>th</sup> ORDINARY COUNCIL MEETING  
FOR THE YEAR 2019**

convened for

**FRIDAY, 30 AUGUST 2019**

at

**15h00**

at the

**COUNCIL CHAMBERS, CIVIC CENTRE,  
WELKOM**

Tel: 051 447 1960  
 Fax: 051 430 8250/086 5209041  
 Mob: 082 889 2844  
 Ref No: 1.2.5  
 E-mail: [mmasoetsa@salga.org.za](mailto:mmasoetsa@salga.org.za)  
 Date: 29 July 2019



**To:** All Municipalities

**Attention:** Speakers

**Cc:** Mayors  
 Chief Whips  
 Municipal Managers

## NOMINATION OF SALGA FREE STATE PROVINCIAL WORKING GROUP MEMBERS

Municipalities are requested to submit names of two councillors, who will serve as members in each of the below stated SALGA provincial working group with relevant experience and/or potential (e.g. Member of Mayoral Committee *(one nominated/designated member and one alternate member, who will attend working group meeting when the nominated member is not available)*).

1. Nominations should serve before a Council and become a Council Resolution
2. Nomination forms should be signed by Council Speakers

SALGA working groups develop policies, strategies and programme to address critical issues within the sector. They serve as a forum through which Organized Local Government can consult on a political level in order to contribute towards the creation of democratic and economically viable Local Government.

#	WORKING GROUP	Functional areas
1	<b>Capacity Building and Institutional Resilience;</b>	<ul style="list-style-type: none"> <li>• Capacity development: Human Resources, Capacity Building and Labour Relations implications;</li> <li>• Organisational development: LR Implications;</li> <li>• Restructuring of municipalities;</li> <li>• Labour relations matters; and</li> <li>• Institutional issues relating to Municipal Service Partnerships.</li> </ul>
2	<b>Community Development and Social Cohesion</b>	<ul style="list-style-type: none"> <li>• HIV/Aids awareness;</li> <li>• Health;</li> <li>• Poverty Alleviation;</li> <li>• Arts and Culture;</li> <li>• Public Safety               <ul style="list-style-type: none"> <li>○ Local crime prevention;</li> <li>○ Disaster Management;</li> <li>○ Policing and law enforcement;</li> <li>○ Emergency and fire services</li> </ul> </li> <li>• Youth development programmes;</li> </ul>

			<ul style="list-style-type: none"> <li>• Children and the elderly;</li> <li>• Gender mainstreaming; and</li> <li>• Disability.</li> </ul>
3	<b>Councillor Welfare and Empowerment Governance and Intergovernmental Relations</b>	<ul style="list-style-type: none"> <li>• Councillors Remuneration;</li> <li>• Tools of Trade;</li> <li>• Councillor Indemnity and related matters; and</li> <li>• Roles of elected municipal representatives</li> <li>• Constitutional matters;</li> <li>• Local Government legislation;</li> <li>• Powers and functions of municipalities;</li> <li>• IGR policy issues;</li> <li>• Traditional leaders;</li> <li>• Demarcation issues;</li> <li>• Elections &amp; Municipal by-laws;</li> <li>• Public participation;</li> <li>• Oversight and governance;</li> <li>• Parliamentary and Legislative matters;</li> <li>• Municipal Interventions (Section 154 and 139);</li> <li>• Councillor Codes of Conduct and Enforcement mechanism for accountability;</li> <li>• NCOP Programmes; Local Government Week and Outreach Programme.</li> </ul>	
4	<b>Economic Empowerment and Public Employment Programmes</b>	<ul style="list-style-type: none"> <li>• Integrated development planning (IDPs, GDS, NSDP)</li> <li>• Town planning and land use management;</li> <li>• Public Employment Programmes;</li> <li>• Expanded Public Works Programme (EPWP);</li> <li>• Community Works Programme; and</li> <li>• Municipal-Private Sector Innovation on Public Employment Initiatives.</li> </ul>	
5	<b>Electricity and Energy Provision</b>	<ul style="list-style-type: none"> <li>• Energy Matters;</li> <li>• Electricity Value Chain;</li> <li>• Licensing &amp; NERSA Matters;</li> <li>• Tariff Modelling &amp; Technology Systems;</li> <li>• Integrated Resource Plan (IRP);</li> <li>• Renewable Energy.</li> </ul>	
6	<b>Environmental Planning and Climate</b>	<ul style="list-style-type: none"> <li>• Environmental regulations and Policies;</li> </ul>	

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 Date: 29 July 2019

Climate  
 Environment  
 Sustainable

7		<b>Programmes.</b> <ul style="list-style-type: none"> <li>• Housing and Planning Strategies;</li> <li>• Affordable Housing Markets;</li> <li>• Spatial Planning and Land-use management;</li> <li>• Integrated Urban Development framework (IUDF).</li> </ul>
	<b>Municipal Finance and Fiscal Policy</b>	<ul style="list-style-type: none"> <li>• Intergovernmental fiscal policies;</li> <li>• Municipal finance:               <ul style="list-style-type: none"> <li><input type="checkbox"/> Credit control and enforcement mechanisms</li> <li><input type="checkbox"/> Revenue Generation Strategies</li> <li><input type="checkbox"/> Municipal finance management</li> </ul> </li> <li>• Municipal Owned Entities (performance and governance);</li> <li>• Municipal capital projects;</li> <li>• Infrastructure investment;</li> <li>• Municipal Debt Management and Review;</li> <li>• MsCoA Review.</li> </ul>
9		<ul style="list-style-type: none"> <li>• Water;</li> <li>• Sanitation;</li> <li>• Waste Management;</li> <li>• Tariff modelling;</li> <li>• Water Boards;</li> <li>• Bulk Water; distribution and reticulation value chain.</li> </ul>

Signed nomination forms should be send back to [vmoyikwa@salga.org.za](mailto:vmoyikwa@salga.org.za) [dmoloi@salga.org.za](mailto:dmoloi@salga.org.za) on 02 August 2019.

Yours Sincerely,



**MR ZANOXOLO L. FUTWA**  
**PROVINCIAL EXECUTIVE OFFICER**



## NOMINATION OF SALGA FREE STATE WORKING GROUP MEMBERS

MUNICIPALITY: \_\_\_\_\_

### 1. CAPACITY BUILDING AND INSTITUTIONAL RESILIENCE WORKING GROUP

Municipality	No	Name of councillor	Status	Email address
	1		Member	
	2		Alternate	

### 2. COMMUNITY DEVELOPMENT AND SOCIAL COHESION WORKING GROUP

Municipality	No	Name of councillor	Status	Email address
	1		Member	
	2		Alternate	

### 3. COUNCILLOR WELFARE AND EMPOWERMENT GOVERNANCE AND INTERGOVERNMENTAL RELATIONS WORKING GROUP

Municipality	No	Name of councillor	Status	Email address
	1		Member	
	2		Alternate	

### 4. ECONOMIC EMPOWERMENT AND PUBLIC EMPLOYMENT PROGRAMMES WORKING GROUP

Municipality	No	Name of councillor	Status	Email address
	1		Member	
	2		Alternate	

### 5. ELECTRICITY AND ENERGY PROVISION WORKING GROUP

Municipality	No	Name of councillor	Status	Email address
	1		Member	
	2		Alternate	

## NOMINATION OF SALGA FREE STATE WORKING GROUP MEMBERS

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	2		Alternate		

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### 5. ELECTRICITY AND ENERGY PROVISION WORKING GROUP

Municipality	No	Name of councillor	Status	Email address	Cell phone number
	1		Member		
	2		Alternate		

## NOMINATION OF SALGA FREE STATE WORKING GROUP MEMBERS

MUNICIPALITY: \_\_\_\_\_

### 6. ENVIRONMENTAL PLANNING AND CLIMATE RESILIENCE WORKING GROUP

Municipality	No	Name of councillor	Status	Email address	Cell phone number
	1		Member		
	2		Alternate		

### 7. HUMAN SETTLEMENTS AND MUNICIPAL PLANNING WORKING GROUP

Municipality	No	Name of councillor	Status	Email address	Cell phone number
	1		Member		
	2		Alternate		

### 8. MUNICIPAL FINANCE AND FISCAL POLICY WORKING GROUP

Municipality	No	Name of councillor	Status	Email address	Cell phone number
	1		Member		
	2		Alternate		

### 9. WATER, SANITATION AND WASTE MANAGEMENT WORKING GROUP

Municipality	No	Name of councillor	Status	Email address	Cell phone number
	1		Member		
	2		Alternate		

The nomination form must be signed off by the Council Speaker.

Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: Speaker

INFRASTRUCTURE COMPLAINS					COMMUNITY SERVICES		
WARD	SEWERAGE CONCERNS	LEAKAGES	ROAD MAINTANANCE	ELECTRICITY	REFUSE REMOVAL	WARD CLEANING	COMMENTS
1	none	none	Street lights cable is stolen	Groenpunt needs to be electrified	none	Tree cutting	Meeting with CPF,
2							No report
3							Secretary sends report only one meeting ever since cllr was elected.
4							No report
5							No report
6							No report
7							No report
8	4 sewer problems	none	Most streets have potholes, and some needs gravelling. Need of speed humps	Street lights are not working and high mass lights	It remains a challenge. Gets collected after two weeks.	Grass cutting must be a priority	No meeting dates
9							No report



10	Sewer needs attention	Meter leakages				Needs to be done	Meeting held 20/07/2019 Community needs sites Title deeds
11							No report
12							No report
13							No report
14							No report
15				High mass lights not working	No collecting	Illegal dumping sites	09/07/2019 held mass meeting.
16	Orange grove sewer spillage	5 reported from Feb 2019	none	none	none	none	No meeting
17	10 raised and all repairs	12 raised	Gravelling was done in some areas.	None reported	None reported	On-going cleaning campaign	Cllr Stofile was the caretaker for the ward. Meeting held on 17 July 2019
18		18 leakages reported 10 pipe burst	none	Needs of high 3 mass light	Dumping site next to ipucuko school		3 stakeholders meeting, sports clinic and education. 19/07/2019 had ward committee meeting
19							
20	None	4 reported none attended. Pipe burst at block 7	none	none	Illegal dumping site next to Icoseng school and municipal offices		10/07/2019.Sports meeting, ward committee meeting on 29/07/2019

21							No report
22							No report
23							No report
24	Gravelling of roads in the ward	5 pipe burst reported and 3 attended	Needs high mass lights	none	Refuse removal has led to illegal dumping		22 and 03 July Ward Committee meetings and 23 July ward Mass Meeting
25							No report
26							No report
27							No report
28							No report
29	15 reported and not attended	4707 mxi street leakage	Mxi street needs attention	none	Refuse removal is a serious health challenge in the ward	Long grass cutting around lebogang school	16 July ward committee meeting 22 July Mass meeting
30							No report
31							No Report
32	19 reported and not fixed	13 leakages not fixed. Others have more than 5 months reported	Potholes remains a challenge around the streets in this ward	Most streets lights are not working.	Dustbins are needed. Collection day of rubbish	Grass cutting	No report.
33							No report

34							No report
35	reported not fixed, remains a problem. Since Feb 2019	None	Need of speedhumps needed in many streets. Potholes reported but not attended	28 streets light are not working need to be fixed	None	Long trees needs cutting at nella street	12/05/2019 meeting at Odendaalsrus hall
36							
General comments:							<p>25 wards have no report which is 75%. We have serious backlog of sewer and water leakages in most wards. Our township wards needs roads to be fixed, graded or paved. High mass lights are not working in most wards. Garbage collection remains a serious concern in all our wards. Potholes also needs attention since they are a challenge. 58 % of our challenges of service delivery can be addressed in a short term. Mass meetings held is only 5% of the total wards as per requirements. Challenge is said to be non-availability of loud-hailer. Only 20% of ward committee meetings are sitting.</p>



# MATJHABENG

## MUNICIPALITY UMASIPALA

6 Dagbreek Hof  
Burgher Street  
Dagbreek  
WELKOM 9459



## MASEPALA MUNISIPALITEIT

Tel: (057) 3524046  
Cell: 0824914052  
Fax: 0866920367  
E-mail: piet.botha@vodamail.co.za

### *Raadslid/Councillor PF Botha*

24 July 2019

The Municipal Manager  
Matjhabeng Municipality  
PO Box 708  
WELKOM 9460

By: E-mail

Dear Mr. Tsoaeli,  
QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN.

In terms of the Standard Rules and Orders of council to wit RULE 52, I would like to ask the following questions at the ordinary Council meeting next ensuing.

#### BACKGROUND:

The Local Economic Development Department (LED) is headed by an Executive Director and has a number of Employees having to facilitate, source and establish new businesses in the Matjhabeng area so that it can facilitate job creation. This has been in existence for a very long time at great expense to the residents of Matjhabeng yet very little return is experienced and unemployment is the highest in the Free State. The question must be whether the residents can still afford a LED Department or should it be scrapped altogether. With this in mind I want to ask the following questions;-

1. How many Employees works in the LED Department? Please be specific on which person occupies which position. Acting Employees included.
2. What is the monthly salary bill for this Department (LED)? Give it at the end of June 2019 please. Include acting allowances/acting Director as well please.
3. How many NEW businesses have been established/re-located to/in Matjhabeng in the past five (5) years? This means NEW businesses that have been established from outside of Matjhabeng. Not "old"/current businesses that moved premises for instance.
4. At what expense, if any, to Council were these businesses established? Please include rebates for services, sale of erven at lower costs than market value etc.

5. How many REAL NEW job opportunities and actual jobs have been created in Matjhabeng in the past five (5) years?
6. Do we have an incentive policy in place for the establishment/re-settlement of new businesses in Matjhabeng? If not, why not and when will it be brought to Council for approval?
7. When will a permanent LED Executive Director with the required skill set and experience in LED and Local Economic Affairs, be appointed, if any? If not in the pipeline to appoint such a person, what is the plan with the LED Department?

Regards,

(Sent electronically without signature)

Councillor PF Botha

**Municipality**  
**P/ O Box 708**  
**Welkom, 9460**  
**South Africa**

**MATJHABENG**



**Municipalities**  
**Tel: (057) 391 - 3711**  
**Fax: (057) 357- 4393**  
**mm@matjhabeng.co.za**

**OFFICE OF THE MUNICIPAL MANAGER**

**To :** Cllr Piet Botha

**From :** OFFICE OF THE MUNICIPAL MANAGER  
 Mr. Thabiso Tsoaeli

**Date :** 19<sup>th</sup> August 2019

**RE- QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN IN TERMS OF THE STANDARD RULES AND ORDERS OF COUNCIL RULE 52**

The above matter refers.

We acknowledge receipt of your letter dated 24<sup>th</sup> July 2019

- 1. How many NEW businesses have been established/re-located to/in Matjhabeng in the past five (5) years? This means NEW businesses that have been established from outside of Matjhabeng. Not "old"/current businesses that moved premises for instance.**

The LED department has embarked on the development of the Local Economic Development Strategy for Matjhabeng Local Municipality. Urban – Econ Development Economics was appointed by Harmony Gold at instance of the department in to develop the strategy on behalf of MLM. We therefore attach the undermentioned documents for your perusal:

- a) Inception report,
- b) Draft Status Quo report
- c) A copy of a power point presentation from Urban Econ that summarises all the research conducted thus far and the findings.
- d) Draft LED strategy for 2019.

- 2. At what expense, if any, to Council were these businesses established? Please include rebates for services, sale of erven at lower costs than market value etc.** Several business sites have been advertised over the past five years but less than 10% of those have been disposed. The reasons vary from poor responses from bidders and to delays in the Supply Chain Management Process of the intuition. We have agree that there must be rapid and deliberate disposal of business sites in order to invigorate business development. It is also critical that informal trading areas must be declared by council prior to February 2019 in order to increase informal trading for SMME.

**3. How many REAL NEW job opportunities and actual jobs have been created in Matjhabeng in the past five (5) years?**

The status quo report addresses this question. It is however important to indicate a comprehensive Land Audit has been completed and data on land use in Welkom. Royal HaskoningDHV has been appointed to review the Spatial Development Framework (1st Draft), Housing Sector Plans (1st Draft) and Land Use Management Scheme. The Municipal Planning Tribunal is attending land use application and more business will be created.

**4. Do we have an incentive policy in place for the establishment/re-settlement of new businesses in Matjhabeng? If not, why not and when will it be brought to Council for approval?**

The incentive scheme is available. We are however embarking on the review of the Incentive Scheme and it is part of the Service Delivery and Budget Implementation Plan for the 2019/2020 financial year.

**5. How many Employees works in the LED Department? Please be specific on which person occupies which position. Acting Employees included.**

See attached spreadsheet as Annexure A

**6. What is the monthly salary bill for this Department (LED)? Give it at the end of June 2019 please. Include acting allowances/acting Director as well please.**

See attached spreadsheet as Annexure A

**7. When will a permanent LED Executive Director with the required skill set and experience in LED and Local Economic Affairs, be appointed, if any? If not in the pipeline to appoint such a person, what is the plan with the LED Department?**

The recruitment LED Director is underway and the closing date of advertisement is the 16<sup>th</sup> August 2019

I hope you find this in good order

Yours faithfully



**MR. THABISO TSOELI**  
**MUNICIPAL MANAGER**



EMPLOYEES

# MATJHABENG

## MUNICIPALITY UMASIPALA

6 Dagbreek Hof  
Burgher Street  
Dagbreek  
WELKOM 9459



## MASEPALA MUNISIPALITEIT

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E-mail: piet.botha@vodamail.co.za

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### ***Raadslid/Councillor PF Botha***

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25 June 2019

The Municipal Manager  
Matjhabeng Municipality  
PO Box 708  
WELKOM 9460

By: E-mail and by hand



Dear Mr Tsoaeli,  
QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

In terms of Rule 52 of the standing rules and orders I intend to ask the following questions at the Council meeting next ensuing.

#### BACKGROUND:

In May 2018 a contract was signed with the Media News to manage all outdoor advertising of the Municipality for the period of three years. On 31 May 2018 I raised a motion to have the contract cancelled which Council agreed to unanimously. In the meantime another contract was signed with the Media News.

I would like to ask the following questions in relation to this:-

1. When was the "second" contract signed? Please provide a copy of the signed contract.
2. When was this specific contract advertised and in which newspaper? Please provide documentary proof of advertisement.
3. If not advertised as per the Supply Chain Management Policy explain why not and also why were the SCM deviated from? Please quote specific sections used to deviate from.
4. How much money has been paid over to the Municipality since the first and second contract was entered into? Please provide the vote number(s) and proof of payments made into the accounts.
5. Who is the person appointed to check to see how much they, Media News, must pay and reconciling if the amount received is indeed correct?

6. If the amount received is not correct, or no money has been received, what action has been taken to correct the matter?
7. What happens to moneys raised when people advertise on the electronic billboard in front of the clock tower? Is it for the account of Media News or for the Municipality?
8. Does Media News pay for the electricity consumption of the electronic billboard? If so how much and if not why not? Please provide a printout of the latest account rendered for their specific account.
9. In terms of which By-Laws, policies or procedures were they appointed to act for and on behalf of the Municipality? In other words they quote certain by-laws and legislation on which they charge business people. I would like to know what those are. Please be comprehensive and provide proof that those By-Laws have been gazetted in the Provincial Gazette.

You are to answer these questions at the Council meeting next ensuing i.t.o. the Standing Rules and Orders.

Regards,



Cllr PF Botha



Municipality  
P/ O Box 708  
Welkom, 9460  
South Africa

MATJHABENG



Municipalities  
Tel: (057) 391 - 3711  
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OFFICE OF THE MUNICIPAL MANAGER

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To : Cllr Piet Botha

From : OFFICE OF THE MUNICIPAL MANAGER  
Mr. Thabiso Tsoaeli

Date : 19<sup>th</sup> August 2019

**RE- QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN IN TERMS OF THE STANDARD RULES AND ORDERS OF COUNCIL RULE 52**

The above matter refers.

We acknowledge receipt of your letter dated 24<sup>th</sup> July 2019

1. **How many NEW businesses have been established/re-located to/in Matjhabeng in the past five (5) years? This means NEW businesses that have been established from outside of Matjhabeng. Not "old"/current businesses that moved premises for instance.**

The LED department has embarked on the development of the Local Economic Development Strategy for Matjhabeng Local Municipality. Urban – Econ Development Economics was appointed by Harmony Gold at instance of the department in to develop the strategy on behalf of MLM. We therefore attach the undermentioned documents for your perusal:

- a) Inception report,
  - b) Draft Status Quo report
  - c) A copy of a power point presentation from Urban Econ that summarises all the research conducted thus far and the findings.
  - d) Draft LED strategy for 2019.
2. **At what expense, if any, to Council were these businesses established? Please include rebates for services, sale of erven at lower costs than market value etc.** Several business sites have been advertised over the past five years but less than 10% of those have been disposed. The reasons vary from poor responses from bidders and to delays in the Supply Chain Management Process of the intuition. We have agree that there must be rapid and deliberate disposal of business sites in order to invigorate business development. It is also critical that informal trading areas must be declared by council prior to February 2019 in order to increase informal trading for SMME.











































































































