

MATJHABENG MUNICIPALITY



MINUTES

MEETING : 2ND SPECIAL MAYORAL COMMITTEE
VENUE : EXECUTIVE MAYOR'S BOARDROOM
DATE : FRIDAY, 25 AUGUST 2017
TIME : 10:40

Matjhabeng Municipality
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MATJHABENG MUNICIPALITY

MINUTES OF THE 2ND SPECIAL MAYORAL COMMITTEE MEETING FOR THE YEAR 2017 HELD IN EXECUTIVE MAYOR'S BOARDROOM, 4TH FLOOR, CIVIC CENTRE, WELKOM ON FRIDAY, 25 AUGUST 2017 AT 10:40.

PRESENT

EXECUTIVE MAYOR

Cllr NW Speelman

MEMBERS OF THE MAYORAL COMMITTEE

(i)	Cllr TB Lushaba	-	Community Services and Youth
(ii)	Cllr VE Mawela	-	Corporate Services & Human Resources
(iii)	Cllr DR Direko	-	LED, Small Business, Spatial Planning and Land Use Management
(iv)	Cllr SD Manese	-	Finance
(v)	Cllr ML Radebe	-	IDP, Policy, Monitoring & Evaluation
(vi)	Cllr TD Khalipha	-	Human Settlement & Housing

OFFICIALS

Mr ET Tsoali	:	Municipal Manager
Mr FF Wetes	:	Executive Director: Corporate Services
Me M. Mothekhe	:	Acting Executive Director: LED, P & HS
Mr J Molawa	:	Acting Executive Director: Community Services
Mr S Sejake	:	Acting Chief financial Officer
Mr M Martins	:	Chief of Staff (Executive Mayor's Office)
Me DF Ramakhale	:	Admin Officer (Corporate Services)

II

SECTION A PROCEDURAL MATTERS

(a)	<p>Opening</p> <p>The Executive Mayor welcomed everyone present and declared the meeting open. He indicated to the meeting that Matjhabeng Municipality is facing challenges with regard to the people who put illegal infrastructure and requested the Municipal Manager to enforce security personnel in those places.</p>
(b)	<p>Applications for leave of absence</p> <p>Cllr VR Morris : MMC: Public Safety and Transport</p> <p>Cllr M Kabi : MMC: Sport, Arts, Culture, Disability & Elderly (<i>sick leave</i>)</p> <p>Cllr MC Radebe : MMC: Tourism, Environmental Affairs & Agriculture, Health, Children & Women</p> <p>Cllr ME Tshopo : MMC: Technical Services and Municipal Infrastructure (<i>leave not granted</i>)</p> <p>Mr T. Makofane : Executive Director: Strategic Support Services</p> <p>Mr B. Golele : Legal Advisor (Executive Mayor's Office)</p>
(c)	<p>Official Announcements</p> <ol style="list-style-type: none"> 1. The Executive Mayor announced that the Minister for Home Affairs would be visiting Matjhabeng on Saturday, 26 August 2017 at Toronto. 2. He also informed members that National Council of Province is around Free State in Bloemfontein. 3. The Executive Mayor further informed members that ANC has lost Ward 3 in Phomolong/Hennenman.
(d)	<p>Motions of sympathy and congratulations</p> <p><u>Sympathy</u></p> <ol style="list-style-type: none"> 1. The Executive Mayor conveyed a message of condolences to the Mbalula family for the passing on of their mother. 2. He also conveyed a message of condolences to Matjhabeng residents who lost their beloved ones and requested that every week Councillors must submit names of the deceased and letters of condolences be distributed by Ward Committee members.
(e)	<p>Disclosure of interests</p> <p>The Executive Mayor reminded Councillors to update their declaration forms at the office of the Municipal Manager, however if a Councillor has a personal/financial interest on any matter for consideration, such Councillor has to declare his/her interest in the meeting.</p>
(f)	<p>Deputations and interviews</p> <p>None</p>

III

(g)	Matters for Discussion SMC3/2017 – SMC8/2017
(h)	Closing The Acting Executive Mayor thanked everyone who participated in the meeting and closed the meeting at 13:01 .

**CLLR NW SPEELMAN
EXECUTIVE MAYOR**

DATE

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SMC3/2017**DRAFT UNAUDITED ANNUAL PERFORMANCE REPORT 2016/2017: MATJHABENG LOCAL MUNICIPALITY (ED: SSS) (5/6/2/7)****PURPOSE**

The purpose of the item is to table the Draft unaudited annual performance report for the financial year 2016/2017 to Special Mayoral Committee for consideration.

THE SPECIAL MAYORAL COMMITTEE RESOLVED: (25 AUGUST 2017)

[ED:SSS]

1. That Mayoral Committee **TAKES NOTE** of the Draft unaudited annual performance report for the Financial Year 2016/17.
2. That the Draft unaudited annual performance report **BE SUBMITTED** to Office of the Auditor General on or before the 31st of August 2017, for audit purposes.

SMC4/2017**DRAFT UNAUDITED ANNUAL REPORT 2016/2017: MATJHABENG LOCAL MUNICIPALITY (ED: SSS) (5/6/2/7)****PURPOSE**

The purpose of the item is to table the Draft unaudited Annual Report for the financial year 2016/2017 to the Special Mayoral Committee for noting.

THE SPECIAL MAYORAL COMMITTEE RESOLVED: (25 AUGUST 2017)

[ED:SSS]

1. That Mayoral Committee **TAKES NOTE** of the Draft unaudited Annual Report for the Financial Year 2016/17.
2. That the Draft unaudited annual report 2016/2017 **BE SUBMITTED** to Office of the Auditor General on or before the 31st of August 2017, for audit purposes.
3. That the Draft unaudited annual report 2016/2017 **BE SUBMITTED** to Provincial and National Treasuries as well as Provincial COGTA after Council has noted the report.

SMC5/2017**SUBMISSION OF THE ANNUAL FINANCIAL STATEMENTS FOR 2016-2017 FINANCIAL YEARS (ACFO) (6/12/2/1)****PURPOSE**

The purpose of the item is to table the Annual Financial Statement for the financial year 2016/2017 to the Special Mayoral Committee for consideration.

THE SPECIAL MAYORAL COMMITTEE RESOLVED: (25 AUGUST 2017)

- [ACFO]
1. That Mayoral Committee **TAKES NOTE** of the Annual Financial Statements for the financial year 2016/2017.
 2. That the Annual Financial Statements for the financial year 2016/2017 **BE SUBMITTED** to Provincial and National Treasuries as well as Provincial COGTA after Council has noted the report.

SMC6/2017

REPORT ON THE CURRENT STATUS OF THE BY-LAWS, PENALTY CLAUSES AND RECOMMENDATIONS (EDCS) (1/2/1)**PURPOSE**

The purpose of the report is to advise the Special Mayoral Committee about the current status of the By-Laws and possible recommendations for consideration.

THE SPECIAL MAYORAL COMMITTEE RESOLVED: (25 AUGUST 2017)

- [ACFO]
1. That the Credit Control and Debt Collection by-law **BE REPLACED** the standard draft by law with suggested inputs.
 2. That the Water Services by-law **BE AMENDED** to include suggestions from the Department of Water Affairs.
 3. The General Tariffs **SHOULD COVER** a wide array of services in order to recover costs.
 4. That a fine schedule of contraventions of different by-laws **BE INVESTIGATED** and recommendation be submitted to Council for approval.
 5. That the Standard draft by-laws developed by the Free State Provincial Government **BE IMPLEMENTED** in line with section 14 of the Local Government: Municipal Systems Act, 32 of 2000 subject to recommended amendments for those that are not yet promulgated.
 6. The penalty clauses **SHOULD INCLUDE** both the recovery of the cost incurred by the Municipality for contravention of the by-law and compliance with the Adjustment of Fines Act 101 of 1991.
 7. That a legal opinion **BE OBTAINED** to determine whether the Municipality can continue to issue a fine using section 56 of the National Road Traffic Act no. 93 of 1996.
 8. That a workshop **BE CONDUCTED** for Councillors on By-Laws.
 9. That regular progress report **BE SUBMITTED**.

SMC7/2017

PROPOSED ORGANISATIONAL STRUCTURE: (MARCH 2017) (EDCS) (2/1)

PURPOSE

To provide an update of Matjhabeng Local Municipality proposed Organization Structure “MARCH 2017” to the Special Mayoral Committee.

THE SPECIAL MAYORAL COMMITTEE RESOLVED: (25 AUGUST 2017)

- [EDCS]
1. That the Draft Organizational Structure **BE APPROVED** by Council as a working document for all Human Resource related matters.
 2. That the posts **REFLECTED** on the structure are not necessarily going to be filled in the current financial year, given the Municipality’s financial status.
 3. That only critical – and scarce skills posts **BE ADDRESSED** in the current financial year.

SMC8/2017

REPORT ON THE FENCING OF MUNICIPAL BUILDINGS (EDI) (10/2/2/1/1)

PURPOSE

To report to the Special Mayoral Committee on the progress for the fencing of all Municipal Buildings as per the resolution of the Committee.

THE SPECIAL MAYORAL COMMITTEE RESOLVED: (25 AUGUST 2017)

- [MM]
1. That Mayoral Committee **TAKES NOTE** of the report.
 2. That a report **BE SUBMITTED** to Council as per section 29 of the MFMA.
 3. That subsequently, procedure to appoint qualifying Contractors **MUST BE FOLLOWED** as per the CIDB regulations.

