

MATJHABENG MUNICIPALITY

MINUTES OF THE

ORDINARY EXECUTIVE MANAGEMENT
COMMITTEE MEETING

CONVENED ON

MONDAY, 04 SEPTEMBER 2017

AT

10:00

ROOM 104, 1ST FLOOR, CIVIC, WELKOM

MATJHABENG MUNICIPALITY

**MINUTES OF THE ORDINARY EXECUTIVE MANAGEMENT COMMITTEE
MEETING HELD IN ROOM 104, 1ST FLOOR, CIVIC CENTRE, MAIN
BUILDING, WELKOM ON MONDAY, 04 SEPTEMBER 2017 AT 10:00/
RECONVENED at 14:00**

PRESENT

| | | |
|-------------------|---|---|
| Mr T Tsoali | : | Municipal Manager |
| Mr T Makofane | : | Executive Director Strategic Support Services |
| Me. B Maswanganyi | : | Executive Director Infrastructure |
| Mr B Golele | : | Acting Executive Director LED/HS |
| Mr S Sejake | : | Acting CFO |
| Me. M Mothekhe | : | Acting Executive Director LED |
| Mr. M Martins | : | Chief of staff |
| Mr L Rubulana | : | Senior Manager: Office of the Speaker |
| Me. L Mhlontlo | : | Acting Administration Officer |

1. OPENING

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

2. APPLICATIONS FOR LEAVE OF ABSENCE

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|-----------|---|-------------|
| Mr Wetes | : | Sick leave |
| Mr Molawa | : | Study leave |

3. OFFICIAL ANNOUNCEMENTS

The Municipal Manager announced that there was a Council sitting last week Wednesday, it was the first paperless meeting to take place.

He also announced that the next Executive Management Committee meeting would also be paperless. He explained that any Executive Director that needed training on the paperless system must ensure that they receive training.

That Municipal Manager further announced that there was going to be a special Council sitting that would deal with the following matters:

- Organisational Structure
- By-laws
- Land issues

He explained that all Executive Directors must receive a copy of the last council sitting before the Thursday, 20 September 2017. He indicated that they had to ensure that the organisational structure must remain within the budgeted amount.

THE EXECUTIVE MANAGEMENT COMMITTEE RESOLVED (04 SEPTEMBER 2017)

1. That the Acting CFO **MUST CREATE** a special vote for any individual that prints out an agenda at the municipality for a meeting.
2. That Mr Makofane **MUST MONITOR** and coordinate the Organisational structure of the political offices.
3. That Me. Maswanganyi **MUST CHECK** and report back on the issues of the fencing of municipal buildings.
4. That it **BE RECORDED** that the Executive Management Committee was receiving poor quality documents from the Directorate Corporate Services.
5. The Municipal Manager will be part of the **CLOSING OF TENDER DOCUMENTS AT 12**. That the police **MUST BE THERE**. That the Internal Audit Department Must also be there.

4. DISCLOSURE OF INTEREST

None

5. MOTIONS OF SYMPATHY AND CONGRATULATIONS

None

6. MATTER FOR DISCUSSION

6.1 Feedback on Service Delivery in Thabong and Virginia

Me. Maswanganyi reported that it was a tolls down situation in Virginia due to workers who did not have PPE clothing.

THE EXECUTIVE MANAGEMENT COMMITTEE RESOLVED (04 SEPTEMBER 2017)

1. That the Executive Director Infrastructure **MUST SUBMIT** a report on the matter.
2. That it was Corporate Services **RESPONSIBILITY TO** deal with labour issues.

6.2 Bargaining Council report

THE EXECUTIVE MANAGEMENT COMMITTEE RESOLVED (04 SEPTEMBER 2017)

1. That the formal Bargaining Council report **MUST BE DISTRIBUTED** to all heads of departments.

6.3 Pending and finalised cases

THE EXECUTIVE MANAGEMENT COMMITTEE RESOLVED (04 SEPTEMBER 2017)

1. That a formal report **MUST BE SUBMITTED** to the Municipal Manager.

7. DEPUTATIONS AND INTERVIEWS

7.1 Thasitha Technologies

The purpose of the presentation was to install Wi-Fi hotspots in Matjhabeng. An ICT end to end ICT solutions

What Thasitha needed from the Municipality was hardware infrastructure that would assist their software devices in different areas on Matjhabeng.

Thasitha further needed a letter from the Municipality that had been requested by CoGTA before CoGTA could fund the project. They projected an amount of 1, 5 million on infrastructure development on this project.

THE EXECUTIVE MANAGEMENT COMMITTEE RESOLVED (04 SEPTEMBER 2017)

1. That the presentation **BE NOTED**.
2. That the Municipality **WOULD REVERT BACK** to Thasitha Technologies.

8. CLOSURE

The meeting ended at 18:00