

**MATJHABENG MUNICIPALITY**

# **MINUTES**

**OF**

**FINANCE SECTION 80 COMMITTEE  
MEETING**

**HELD ON**

**FRIDAY, 18 JANUARY 2019**

**AT**

**12:00**

**AT**

**ROOM 428, 4<sup>TH</sup> FLOOR, MAIN BUILDING,  
WELKOM**

**MINUTES OF THE FINANCE SECTION 80 COMMITTEE HELD ON FRIDAY, THE 18<sup>TH</sup> JANUARY 2019, AT 12H00 AT ROOM 428, 4<sup>TH</sup> FLOOR MAIN BUILDING, WELKOM.**

**PRESENT**

**COUNCILLORS**

- 1, Cllr Manese : Chairperson  
 2, Cllr Styger  
 3, Cllr XN Masina  
 4, Cllr Marais  
 5, Cllr Mokhomo

**OFFICIALS**

- 1, Mr T. Panyani  
 2, Mr L B De Bruyn  
 3, Mr M Makgowe

**1. OPENING AND WELCOME**

The meeting was officially opened by the Chairperson Honourable Cllr Manese who warmly welcomed all present and he also extended complements to all Honourable members for New Year.

**2. APPLICATION FOR LEAVE OF ABSENCE**

- i). Me Connie Dingane: She attended a family funeral.  
 ii). Mr Kenny: He to Sebokeng due to family matters.  
 iii). Mr T Garolotse: He is on annual leave.  
 iv). Me Lindsey: She is also on annual leave.

**2.1 SCHEDULE FOR FINANCE SECTION 80 COMMITTEE MEETING**

This item was zoomed in as a sub-item under “*Application for leave of absence*”.

**THE FINANCE SECTION 80 COMMITTEE RESOLVED (18 JANUARY 2019)**

That the frequency of Finance Section 80 Committee monthly meeting was resolved as follows:

DATE	MONTH	YEAR
18 <sup>th</sup>	January	2019
21 <sup>st</sup>	February	2019
14 <sup>th</sup>	March	2019
18 <sup>th</sup>	April	2019
16 <sup>th</sup>	May	2019
18 <sup>th</sup>	July	2019

22 <sup>nd</sup>	August	2019
19 <sup>th</sup>	September	2019
17 <sup>th</sup>	October	2019
21 <sup>st</sup>	November	2019

1. That the Finance Section 80 Committee meeting **SHOULD SEAT** for one and half hour and not beyond two hours.
2. That all Finance Section 80 Committee Managers **MUST ATTEND** meetings as per monthly schedules.

### 3. OFFICIAL ANNOUNCEMENTS

None

### 4. MOTION OF SYMPATHY AND CONGRATULATIONS

None

### 5. DISCLOSURE OF INTERESTS

#### **THE FINANCE SECTION 80 COMMITTEE RESOLVED (18 JANUARY 2019)**

That for purposes of restructuring the Finance Section 80 Committee agenda to have impact, the following matters **WERE AGREED** upon as standing items for every monthly meeting.

- Revenue Enhancement
- Audit related matters
- Supply Chain Management

### 6. DEPUTATIONS AND INTERVIEWS:

None

### 7. MINUTES OF THE PREVIOUS MEETING:

#### **FINANCE SECTION 80 COMMITTEE RESOLVED (18 JANUARY 2019)**

That the minutes of the previous meeting **WERE PRESENTED** and **ADOPTED** as the true reflection of the previous meeting.

### 8. MATTERS ARISING FROM THE PREVIOUS MINUTES

None

## 9. PROGRESS UPDATE OF RESOLUTIONS OF PREVIOUS SECTION 80 MEETINGS

### **FINANCE SECTION 80 COMMITTEE RESOLVED (18 JANUARY 2019)**

That in the next coming monthly meeting, the Chief Financial Officer **SHOULD PRESENT** a final detailed report on progress made, what are the challenges and corrective measures action plan in the next coming meeting convened for the 21<sup>st</sup> of February 2019.

#### **FS1 of 2019**

### **MONTHLY FINANCIAL REPORT – OCTOBER 2018 (CFO) (6/1/2/2)**

#### **PURPOSE**

To submit to the Finance Section 80 Committee the monthly financial report for October 2018 in terms of Section 71 of the Municipal Finance Management Act no 56 of 2003.

### **FINANCE SECTION 80 COMMITTEE RESOLVED (18 JANUARY 2019)**

1. That the pay rate for January 2019 **BE KEPT** at 67% in order to monitor the upward income growth.
2. That the finance report for October 2018 in terms of Section 71 of the Municipal Finance Management Act no 56 of 2003 **BE NOTED**.
3. That the finance report for October 2018 in terms of Section 71 of the Municipal Finance Management Act no 56 of 2003 **BE SUBMITTED** to Provincial and National Treasury.

#### **FS2 of 2019**

### **MONTHLY FINANCE REPORT – NOVEMBER 2018 (CFO)(6/1/2/2)**

#### **PURPOSE**

To submit to the Finance Section 80 Committee the monthly report for November 2018 in terms of Section 71 of the Municipal Finance Management Act no 56 of 2003.

### **FINANCE SECTION 80 COMMITTEE RESOLVED (18 JANUARY 2019)**

1. That Councillors **BE DIRECTLY** involved **TO ENSURE** that Municipal services rendered are paid for.
2. That the Finance Section 80 Committee **SET TARGETS** for Ward Councillors in relation to payments of services.
3. That the finance report for November 2018 in terms of Section 71 of the Municipal Finance Management Act no 56 of 2003 **BE NOTED and SUBMITTED** to Provincial and National Treasury.

**FS3 of 2019**

**MONTHLY FINANCE REPORT – DECEMBER 2018 (CFO) (6/1/2/2)**

**PURPOSE**

To submit to the Finance Section 80 Committee the monthly financial report for December 2018 in term of Section 71 of the Municipal Finance Management Act no 56 of 2003.

**FINANCE SECTION 80 COMMITTEE RESOLVED (18 JANUARY 2019)**

1. That the pay rate of December 2019 **BE KEPT** at 62% in order to monitor the upward income trend.
2. That the finance report for December 2018 in terms of Section 71 of the Municipal Finance Management Act no 56 of 2003 **BE NOTED**.
3. That the finance report for December 2018 in terms of Section 71 of the Municipal Finance Management Act no 56 of 2013 **BE SUBMITTED** to Provincial and National Treasury.

**3, SECTION 71 REPORT**

**FINANCE SECTION 80 COMMITTEE RESOLVED (18 JANUARY 2019)**

1. That the Committee resolved to set targets for Section 71 Section 72 and Section 52 (d) reports respectively as follows:
  - Section 71 target percentage be at 67%
  - Section 72 target percentage be at 62%
  - Section 52(d) target percentage be at 63%
2. That these targets percentage **BE LINKED** with the following exercises in order to reach our targets.
3. That the Finance Management **SHOULD PROVIDE** necessary tools and support to other linked inter-departmental activities which relate with Finance Management Department.
4. That the CFO and his staff **DEVELOP** an executive list of action plan in a bullet form for the respective sections.
5. That the executive section plan **BE REFLECTIVE** of what area the challenges and what are the corrective measures that has to be taken to stabilize the situation.
6. That the commitments **TO REDUCE** the expenditure on all the sections respectively. **BE COMPLIED** with.

7. That the adjustment budget **BE DRAFTED** at a bar target of 61% to make it a credible and funded budget.
8. That the total revenue **BE AIMED** at 65%.
9. That all these targets **BE MONITORED** and **REVIEWED** from January 2019 until June 2019.

#### **4, REPORT ON BILLING AND COLLECTION**

##### **FINANCE SECTION 80 COMMITTEE RESOLVED (18 JANUARY 2019)**

1. That the paperless system **BE UTILIZED** to send SMS and or E-mails system to send meter readings account in time.
2. That the service provider **BE ASKED** to assist in the identification or noting and report on all challenges that need to be fixed including infrastructural problems such as roads.

#### **5, PROGRESS REPORT ON MATJHABENG SOLAR PROJECT**

##### **FINANCE SECTION 80 COMMITTEE RESOLVED (18 JANUARY 2019)**

1. That Mr Golele **BE ASKED TO SUBMIT** a report on the appointment of both the Project Manager and a Transactional Adviser.
2. That this item **BE MADE** a standing item on the agenda of the Finance Section 80 Committee as it relate directly to Municipality`s finance.

#### **ESKOM AND SEDIBENG WATER**

##### **FINANCE SECTION 80 COMMITTEE RESOLVED (18 JANUARY 2019)**

1. That a team within the Finance Management **BE ESTABLISHED** and **DEVELOP** a detail report to be presented in the next coming month on February 2019.
2. That issues relating to Eskom and Sedibeng Water **BE** a standing item on the agenda of every monthly meetings.

#### **CLOSURE**

The meeting was officially closed by the Chairperson at **13h55**.

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**Councillor Manese**  
**Chairperson Finance Section 80Committee**

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**Date**