

MATJHABENG MUNICIPALITY

MINUTES

FOR

**SECTION 80: INTERGRATED DEVELOPMENT
PLAN**

HELD ON

THURSDAY, 02 MARCH 2017

AT

10H00

**4TH FLOOR ROOM 428, MAIN BUILDING, CIVIC
CENTRE, WELKOM**

**MINUTES OF THE SECTION 80 INTERGRADED DEVELOPMENT PLAN
MEETING HELD ON THURSDAY , 02 MARCH 2017 AT 10H00 ; 4TH FLOOR
ROOM 428, MAIN BUILDING , CIVIC CENTRE , WELKOM**

PRESENT

COUNCILLORS

Cllr. ML. Radebe : Chairperson
Cllr. P. Ramatiisa : General Whip
Cllr. S. Pholo : Member
Cllr. T. Nthako : Member
Cllr. S. Meli : Member

Officials

Mr T. Makofane : Executive Director Strategic Support Service
Mr R. Senyane : Manager: Internal Audit
Mme P. Sefuthi : Senior Accountant: Risk Management
Mr T.J. Majake : IDP
Mme A. Dithebe : Council Admin

1. OPENING

The chairperson councillor Radebe opened the meeting and indicated that the meeting was supposed to be on the 1st March 2017 but could not continue due to the meeting that was called by the Free State Legislature at Ferdi Meyer hall for Minerals and petroleum.

2. APPLICATION FOR LEAVE OF ABSENCE

1. Cllr Tsoaeli
2. Cllr Khetsi
3. Cllr Mthebere they have attended party work in Thaba Nchu.
4. Mr Thabana is on leave

All apologies were accepted by the section 80 committee.

3. OFFICIAL ANNOUNCEMENTS

None

4. MOTION OF SYMPATHY AND CONGRATULATIONS

MOTION OF CONGRATULATIONS

- The Chairperson Cllr. Radebe indicated that she graduated with the **University Of Fort Hare**. She had received a certificate in local government law and administration, she is going to register for Diploma soon, and would like to congratulate all colleagues who were also Graduating on that day.
- The son of Councillor P. Ramatiisa, Thabo Molise was turning 10 years on the 02 March 2017.

MOTION OF SYMPATHY

- The chairperson passed the motion of sympathy to all the families of Matjhabeng who lost their loved ones direct and indirect, may their soul rest in peace.

5. DISCLOSURE OF INTEREST

None

6. MINUTES OF THE PREVIOUS MEETING

Minutes of the previous meeting was considered incorrectly and will be dealt with in the next meeting of the section 80 IDP.

7. ITEMS FOR DISCUSSIONS

PDM01/2017 – PDM04/201

8. CLOSURE

The chairperson officially closed the meeting at 12h00

Chairperson

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IDP01/2017

MAYORAL LEKGOTLA PRESENTATION

The Executive Director Mr Makofane indicated that the Mayoral Lekgotla presentations for strategic support services support are as follows:

INTERNAL AUDIT

- 1 Chief Audit Executive
- 5 additional internal auditors
- 1 secretary/clerk

RISK MANAGEMENT UNIT

- 1 Senior Manager/ **Chief Risk Officer**
- 1 Manager Risk
- Auditor risk officers
- 2 Clerks and a Secretary

They need to be **10 to establish a unit.**

PERFORMANCE MANAGEMENT.

- 1 Manager
- 1 Senior PMS officer
- 5 PMS officers
- 2 Clerks

If the unit has to be established it will have **8 people.**

COMMUNICATIONS UNIT

In addition to what we are still having in **Communication**

PROPOSED

- 1 Qualified Spokesperson
- 2 Marketing And Branding Officers
- 1 clerk

MONITORING SECTION

- 1 Senior manager
- 1 IDP coordinator
- In addition we will have **5 IDP Officers** in each department

37 additional staff is needed as amended to be able to fly as department.

RESOLVED BY THE SECTION 80 IDP COMMITTEE 02 MARCH 2017

- That the presentation will form part of the Mayoral Lekgotla.

IDP02/2017

Proposed structure

Purpose

To submit a draft departmental structure to Policy Development Committee for consideration and inputs by members.

BACKGROUNDS

The Municipality has last approved the organisational structure in 2009 and since then, there has never been a structure that was amended. In other words, the structure does not assist in implementing the approved IDP. This proposed departmental structure was undertaken a participatory process with units in the Department having made inputs in this regards.

The intention of approving a structure is to ensure that:

- There is monitoring of activities;
- There is accountability for areas of work performed;
- There is improved coordination of the various parts in the Department

An input for consolidating a Micro structure was sourced through the LLF which since last year and the same structure went to both Mayco and council and specific recommendations were made.

RESOLVED BY THE SECTION 80 COMMITTEE ON THE 02 MARCH 2017

- That the committee **considers the draft Departmental** micro structure.
- That the **amended structure** be presented to the Mayoral Lekgotla convened by the Executive Mayor.
- That the item on **fraud and corruption** must be added.

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IDP03/2017

DRAFT IDP/ BUDGET TIME TABLE 2017 – 2011

1. PURPOSE

To present to the committee for consideration the Draft IDP/Budget Timetable 2017 -2022 in terms of chapter 5 of Municipal System Act: Act 32 of 2000.

2. BACKGROUND

The Municipality is required to adopt a timetable that will provide timelines in terms of activities that must be followed in order to develop and approve an intergraded development plan (IDP). In particular chapter 5 Section 28(1) of Local Government: systems Act clearly states as follows that “**each Municipal Council, within a prescribed period after the start of its elected term, must adopt a timetable set out in writing to guide the planning, drafting and adoption of its intergraded development**”

THE SECTION 80 COMMITTEE RESOLVED ON THE 02 MARCH 2017

1. That the committee **considers the IDP/Budget Timetable** for Financial year 2017-2018 to 2021-2022
2. That any **further suggestions** must be communicated to the committee established by the Executive Mayor.
3. That the budget time table to be completed by the 3rd of May 2017.

IDP04/2017

OVERTIME

- The item of the Overtime was withdrawn.