

MATJHABENG MUNICIPALITY

MINUTES OF THE

EXTRA-ORDINARY EXECUTIVE

MANAGEMENT COMMITTEE MEETING

CONVENED ON

THURSDAY, 24 AUGUST 2017

AT

10:00

ROOM 104, 1ST FLOOR, CIVIC, WELKOM

MATJHABENG MUNICIPALITY

**MINUTES OF THE EXTRA-ORDINARY EXECUTIVE MANAGEMENT
COMMITTEE MEETING HELD IN ROOM 104, 1ST FLOOR, CIVIC CENTRE,
MAIN BUILDING, WELKOM ON THURSDAY, 24 AUGUST 2017 AT 15:00**

PRESENT

Mr T Tsoaeli	:	Municipal Manager
Mr W Wetes	:	Executive Director Corporate Services
Me. B Maswanganyi	:	Executive Director Infrastructure
Mr. S Sejake	:	Acting Chief Financial Officer
Mr J Molawa	:	Acting Executive Director Community Services
Mr. M Martins	:	Chief of staff
Me. L Mhlontlo	:	Acting Administration officer

1. OPENING

The Municipal Manager, Mr Tsoaeli explained that the purpose of the meeting was to give a few announcements and it would not take longer than thirty minutes. He welcomed everyone present and declared the meeting officially opened.

2. APPLICATIONS FOR LEAVE OF ABSENCE

None

3. OFFICIAL ANNOUNCEMENTS

The Municipal Manager announced that there was a special Mayoral Committee meeting scheduled for the following week.

The Municipal Manager further announced that following items was what was expected and that they must form of the agenda:

- Performance report
- Draft annual report
- Draft Annual Financial Statements
- By-laws
- Organisational Structure

4. DISCLOSURE OF INTEREST

None

5. MOTIONS OF SYMPHATHY AND CONGRATULATIONS

None

6. DISCUSSIONS

The Municipal Manager requested feedback on Mandela Park and Bronville, that cleaning in those areas must continue.

The Municipal Manager also wanted to know whether the connections in Dr Ngoma road were done and when exactly would this project be completed.

The Municipal Manager further wanted to know if there were enough trucks for the garbage collection. Mr Molawa reported that there was still garbage in Riebeeckstad, Naudeville and in some areas in the CBD.

Mr Molawa also reported that there were no backlogs in Thabong, he indicated that he needed five trucks for effective operation.

It was reported that there was a growing concern on backfilling in Constantia Road.

Mr Molawa made a commitment to assist the plumbers from the Infrastructure Department with two vehicles.

Me. Maswanganyi reported that he had prepared a report on work done in the last two days and reporting on the sewer on the Tisha Vanga road that had been blocked by zama-zamas. She also reported on the T8 pump station that a service provider had been appointed to assist with the unblocking of outfall sewer.

The Municipal Manager requested that the Infrastructure department should check if they had sufficient capacity within the municipality for fixing stormwater canals and drainage systems before the rainy season.

The Municipal Manager encouraged all Executive Directors to peruse the agenda for the Mayoral Committee and to ensure that there were no gaps between departments. He further indicated that Executive Directors must also peruse the Council Resolution and ensure that that resolutions have been implemented.

The Municipal Manager explained the establishment of his office and that each Frida his office would compile a report of the activities that happened during the week. He further explained that the Chief of Staff must be part of that process and submit the report to the Executive Mayor.

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The Municipal Manager informed the Executive Committee that the Auditor General had proposed an item on the audit committee and requested assistance with the audit strategy.

The Municipal Manager informed the Acting Executive Director Community Services to prepare on the issues of the result in Hennenman.

The issues of the recruitment on plumbers was raised and Mr Wetes reported that shortlisting were done and that only two people met the requirements.

The Municipal Manager intervened on the matter but suggesting that appointments be made and stipulating within the contract that training will be provided. He went further to say that the Municipality should at most appoint fifty plumbers as soon as possible. The Municipal Manager further indicated that a plumbing college must be contacted to train employees, all this must happen today because the appointment of plumbers was crucial.

THE EXECUTIVE MANAGEMENT COMMITTEE RESOLVED (14 AUGUST 2017)

1. That the Executive Director Infrastructure **MUST COMPILE** a progress report on when the Dr Ngoma project would be completed.
2. That the Executive Director Infrastructure **MUST COMPILE** a report with recommendations on how to deal with issues of sewer.
3. That the Acting Chief Financial Officer and the Acting Executive Director Community Services **MUST CONVENE** a meeting to discuss issues of fleet management.
4. That the Municipal Managers **WANTS TO HAVE A MEETING** with all drivers in Matjhabeng. That the Executive Director Community services and Executive Director Infrastructure must coordinate that meeting.
5. That Executive Directors **MUST RECEIVE A HARD COPY** of the Council Agenda
6. That **NO ITEMS ARE ALLOWED** to be submitted the Council without first serving at the Mayoral Committee.
7. That the Manager, internal Audit **MUST COMPILE** a closing report on the audit committee. (Adverts, committee names etc.)
8. That an item on the Tribunal **MUST SERVE** in the next Exco meeting.
9. That the Executive Director Corporate Services **MUST REPORT BACK** on the issues of plumbers on the potential and progress that would be put into place for the appointment of plumbers in Matjhabeng.
10. That the Executive Director Corporate Services **MUST CONTACT** a plumbing college as well as a fire fighting college to ensure that employees are effectively and efficiently trained.

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11. That a progress report on fire fighters **MUST BE REPORTED** at the next Executive Management meeting.
12. That appointment and training of plumbers **MUST BE DONE**.
13. That the Executive Director Corporate Services and Executive Director Infrastructure **MUST ENSURE** that these processes unfold as soon as possible.

7. CLOSURE

The meeting ended at 15:45