

**EM70/2017**

**MONTHLY FINANCE REPORT – JULY 2017 (ACFO) (6/12/2/1) (5/3/2/12)**

**PURPOSE**

To submit to the Executive Management Committee the Monthly Finance Report for July 2017 in terms of Section 71 of the Municipal Finance Management Act, number 56 of 2003.

**BACKGROUND**

Section 71 of the Municipal Finance Management Act no 56 of 2003 states that the Accounting Officer must submit to the Executive Mayor a statement in a prescribed format on the state of the municipality's budget reflecting the following particulars for that month and for the financial year up to the end of that month:

- 1) Actual revenue per revenue source
- 2) Actual borrowings
- 3) Actual expenditure per vote
- 4) Actual capital expenditure per vote
- 5) The amount of any allocations received
- 6) Actual expenditure on allocations received

The compilation of the Section 71 report is as follows:

1. After the billing cycle the Income Department compile the income reports which consist of the following and submit to the Budget Department:
  - Billing and Income per month
  - Top Outstanding debtors for the month
  - Income per ward
  - Debtors age analysis per service
2. After month end the ICT Department runs all the month end reports.
3. The Budget Department then extracts the required income and expenditure information from Solar. This is done with the GS 560 procedures. This report shows the transactions for the month VAT EXCLUSIVE.
4. The Expenditure Department provides the Budget Department with the creditor's age analysis and the top 20 outstanding creditors.
5. The Costing Section provides the Budget Department with the employee related reports and the overtime per department.
6. The Section 71 report is then compiled with all the information received from other sections and extracted from the Solar System.

## DISCUSSIONS

The finance report for July 2017 is attached on **FOLDER EM702017**.

## FINANCIAL IMPLICATIONS

<b>TABLE 1</b>	<b>Actual For the Month (July 2017)</b>	<b>For Year to date (2017/2018)</b>
All Grants Received	<b>230 725 000</b>	<b>230 725 000</b>
Actual Revenue Received	<b>83 293 623</b>	<b>83 293 623</b>
Actual Expenditure	<b>209 888 828</b>	<b>209 888 828</b>
Salaries	57 101 702	57 101 702
Water	43 859 649	43 859 649
Electricity	27 740 476	27 740 476
Other Expenditure	81 187 001	81 187 001
<b>Sub-Total</b>	<b>104 129 795</b>	<b>104 129 795</b>
Loan Redemptions	-	-
<b>Net Surplus/(Deficit) before Capital payments</b>	<b>104 129 795</b>	<b>104 129 795</b>
MIG Payments	<b>10 294 265</b>	<b>10 294 265</b>
INEG Payments	-	-
WSIG Payments	-	-
<b>Capital Assets procured - Equitable Share</b>	<b>42 000</b>	<b>42 000</b>
Fleet & Equipment	-	-
Office convention/ Furniture	42 000	42 000
<b>Net Surplus/(Deficit) after Capital payments</b>	<b>93 793 530</b>	

Table 1: The municipality had a surplus of R93 793 530 for the month of July after capital payments, This surplus indicates that the expenditure incurred is less than the revenue received for month. This surplus is due to grants received for the reporting period.

<b>TABLE 2</b>	<b>Actual For the Month (July 2017)</b>	<b>For Year to date (2017/2018)</b>
Total Billings	168 475 666	168 475 666
Less: Indigent Billings	4 192 534	4 192 534
Actual Billings	<b>164 283 132</b>	<b>164 283 132</b>
Actual Revenue Received	<b>69 175 012</b>	<b>69 175 012</b>
Consumer Revenue	58 578 296	58 578 296
Other	10 596 716	10 596 716
Grants & Subsidies	<b>230 725 000</b>	<b>230 725 000</b>

<b>Pay rate for July 2017 (Total Billings)</b>	<b>42%</b>
<b>Total income percentage - July 2017</b>	<b>51%</b>
<b>Total income percentage – YTD</b>	<b>51%</b>

The pay rate for July 2017 was 42%

The total income percentage July 2017 was 51%.

In order for the municipality to be financially sustainable the pay rate will have to be increased to 80% monthly on the consumer services.

## **LEGAL IMPLICATIONS**

The Finance Report is submitted in compliance with Section 71 of the MFMA no 56 of 2003.

## **RECOMMENDATION**

1. That the Finance Report for July 2017 in terms of Section 71 of the Municipal Finance Management Act, number 56 of 2003, BE NOTED.
2. That the Finance Report for July 2017 in terms of Section 71 of the Municipal Finance Management Act, number 56 of 2003, BE SUBMITTED TO PROVINCIAL AND NATIONAL TREASURY.

EM71/2017

**CURRENT STATUS OF THE MUNICIPAL INFRASTRUCTURE GRANT (MIG)  
CAPITAL PROJECTS IN MATJHABENG LOCAL MUNICIPALITY AUGUST 2017  
(EDI)**

**PURPOSE**

To provide information on the current status of capital projects and related MIG expenditure progress for the month of **AUGUST 2017**

**BACKGROUND**

The PMU Department is currently in the Infrastructure Directorate, while working closely with the office of the Chief Financial Officer for the purpose of expediting the Municipal Infrastructure Grant (MIG) funding expenditure.

PMU has its own staff complement and an appointed service provider (E'tsho) appointed to provide technical assistance to the PMU. The operational costs including salaries and tools of trade is funded from the MIG allocation and has been approved for **R 6 060 800.00** for the current financial year.

**DISCUSSION**

There are various projects currently being implemented and are on various stages summarized as follows:

<b>STAGE</b>	<b>NUMBER OF PROJECTS</b>
Planning Stage	11
Design Stage	6
Tender Stage	0
Evaluation/ Adjudication Stage	0
Construction Stage	9
Retention Stage	11
Complete beyond DLP/ Retention	0
<b>TOTAL NUMBER OF PROJECTS</b>	<b>37</b>

\*\*\* ***ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM712017***

**LEGAL IMPLICATIONS**

Municipal Finance Management Act (MFMA) 56 of 2003  
Division of Revenue Act (DORA) 3 of 2016

**FINANCIAL IMPLICATION**

<b>ALLOCATION</b>	<b>PLANNED EXPENDITURE</b>	<b>CURRENT CUMULATIVE EXPENDITURE</b>	<b>BALANCE TO BE SPENT</b>
R121 216 000.0	R 14 545 920.00 (12%)	R 19 196 793.03 (16%)	R102 019 207.00 (84%)

### **CHALLENGES AND PROPOSED REMEDY FOR UNDER EXPENDITURE**

We are above expenditure target by 4%. We have no challenges to report.

### **RECOMMENDATION**

That the Executive Management Committee **TAKES NOTE** of the report.

**EM72/2017**

**INFRASTRUCTURE RAPID RESPONSE REPORT FOR THE PERIOD 22 AUGUST TO 4 SEPTEMBER 2017 (EDI) (12/1/2/4)**

**PURPOSE**

To inform the Executive Management Committee on the progress with regard to the Rapid Response Programme for the period 22 August to 4 September 2017.

**BACKGROUND**

The Infrastructure Directorate was requested to compile a Rapid Response Programme to address the service delivery challenges for the period 22 August to 4 September 2017.

The services rendered by the Infrastructure Directorate are water, sanitation, roads, storm water and electricity.

**DISCUSSION**

\*\*\* ***ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM722017***

Two separate reports for work done by hired eco-combination units are submitted.

Work to repair the 2 pump stations in Bronville after theft and vandalism incidents were also done by an outsourced Service Provider from 23 August to 4 September 2017 and are now functional. Work to clean the sewer pipelines is currently underway in Bronville Mandela Park to address spillages.

**FINANCIAL IMPLICATIONS**

Cost incurred hiring of eco-combination units	- R 124 642.00
Cost incurred repairing and cleaning of pump stations	- R2 491 981.00

**LEGAL IMPLICATIONS**

Constitution of South Africa  
National Environmental Management Act (NEMA)  
Municipal Systems Act  
Water Services Act  
Municipal Finance Management Act (MFMA) 56 of 2003

**RECOMMENDATIONS**

That the Executive Management Committee **TAKES NOTE** of the report.

EM73/2017

**PROGRESS REPORT ON THE SUNELEX SOLAR PLANT PROJECT - SEPTEMBER 2017 (EXECUTIVE MAYOR) (19/3/2/1)**

**PURPOSE**

To present to Council the current progress on the Sunelex Solar Plant Project for the month of **September 2017**.

**BACKGROUND**

Sunelex was appointed through an unsolicited bid for the establishment of a photovoltaic (PV) proposition for a 500 MW solar electric generating facility in Matjhabeng Local Municipality.

The Solar Plant project comprises of two stages, namely; the Development stage and the Construction Stage. The Development Stage of the project comprises of work such as the development of a feasibility study, Environmental Impact Study, conducting of other studies to determine the design of the plant, Sourcing of funds, completion of the MFMA section 33, 43 and 120 processes, etc. Whereas the Construction stage is the physical implementation of the project, which is divided into two phases; one being to build the 200MW at Kalkuil farm 153 (1157 ha) and the second one being the building of a manufacturing plant for solar electricity components.

The farm in which the first phase of Construction will be located belongs to the Municipality but Harmony has surface rights in favor of mining operations on it. However, the land would not have future operations and thus it has been identified as the best option for the project.

Council took a number of resolutions about the project over a period of time since 2015 as follows:

**In a Council sitting held on 31 March 2015, the following was resolved:**

- That the progress on the development of the Sunelex project be noted.

**In a Council sitting held on 01 September 2015, the following was resolved:**

- That the progress on the development of the Sunelex project be noted.
- That Council declares the Sunelex project as an emergency Economic Priority Project.
- That ESKOM be consulted if power will go through the ESKOM grid to establish the method of implementation.
- That the CFO should establish the authenticity of the Proof of Funds letter by HSBC bank which is attached in page 355 of the Annexures.

**In a Council sitting held on 26 November 2015, the following was resolved:**

- That the progress with the development of the Sunelex project be noted.
- That the CFO should establish the authenticity of the Proof of Funds letter by HSBC bank which is attached in page 268 of the Annexures.

**In a Council sitting held on 29 June 2016, the following was resolved:**

- That Council takes note of the general progress with the development of the Sunelex project.
- That Council takes note of the Feasibility Study in relation to the project as was submitted by Sunelex.
- That the Municipal Manager be authorized to engage with regard to all outstanding legal agreements pertaining to the project subject to recommendations of the Transactional Advisor and the ratification by the National Treasury including:
  - a) Tripartite Agreement
  - b) Land Lease Agreement
  - c) Power Purchase Agreement
- That the Municipal Manager be authorized to negotiate the appropriate incentives with the developer in collaboration with National Treasury, the Department of Trade and Industry and the Department of Energy to optimize the benefit for the Municipality.
- That Councilors should submit their questions, remarks and inputs at the Offices of the Executive Mayor and the Municipal Manager via the following e-mail addresses: [tumelo.makofane@matjhabeng.co.za](mailto:tumelo.makofane@matjhabeng.co.za), [bulelwam@matjhabeng.co.za](mailto:bulelwam@matjhabeng.co.za), as well as to [matshidiso.seekoei@matjhabeng.co.za](mailto:matshidiso.seekoei@matjhabeng.co.za) by Tuesday, 05 July 2016 at 12h00.
- That all inputs submitted by Councilors be included in the recommendations when the item is re-submitted to Council.

**In a Council sitting held on 20 July 2016, the following was resolved:**

- That Council takes note of the SUNELEX progress report.
- That the Municipal Manager, in his engagement with Sunelex Agreement should take into cognisance of the following:
  - a) That the Municipality will only buy the electricity from Sunelex in accordance with its needs and that the excess energy produced will be the concern of Sunelex.
  - b) That the Municipality will only purchase electricity from Sunelex if it is at a cheaper rate than Eskom's rate at that specific period of the day and less than the off-peak tariff of Eskom. It was further emphasized that averages should not be used by SUNELEX.



- c) That no other Agreements should be signed until the Power Purchase Agreement has been agreed to by the Municipality and the Developer.
- d) That the Municipal Manager can conclude the Power Purchase Agreement and the Land Lease Agreement.
- e) **“That clauses relating to Insurance, Guarantee and, Buyer’s Responsibilities (as indicated in paragraph 8.2 of the draft Power Purchase Agreement) be revised and/or removed where necessary.”**

Council resolved that matter in ‘e’ has already been resolved.

- f) **That the Maintenance of the Plant be done by Sunelex and not by the Municipality until the plant is handed over to the Municipality.”**

Council resolved that the matter in ‘f’ has already been resolved.

**In a Council sitting held on 31 May 2017, the following was resolved:**

That Council **TAKES NOTES** of the progress on the Sunelex project.

That all outstanding matters pertaining to the project **BE FAST TRACKED**.

That a technical team headed by the Executive Director: Infrastructure be **ESTABLISHED** and submit quarterly reports to Council.

That the exact contract as prescribed in Section 33 (1) (c) (ii) of the MFMA **MUST BE SERVED** before Council as soon as possible, for Council to pronounce itself on it before it authorises the Municipal Manager to sign it on behalf of the Municipality.

**DISCUSSION**

The project is currently on the Developmental Stage, whereby the process in terms of section 33 of the MFMA has been completed and an application submitted to the National Treasury, which in turn they supported.

**\*\*\* ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM732017**

**\*\*\* Find the set of correspondence between the Municipality and the National Treasury in relation to the section 33 application.**

**\*\*\* Find the current Project Status Report**

**\*\*\* Find the presentation of Messrs Sunelex named “Sunelex Solar Energy Project Offering” as submitted to the Executive Committee on the 5 September 2017.**

**\*\*\* Find the Department of Energy (DOE) Media Statement Dated the 1<sup>st</sup> September 2017 in relation to the Power Purchase Agreements between Power Producers and Eskom.**

Messrs Sunelex response on the above DOE Media Statement can be indicated in verbatim also as per their presentation in the Annexures as follows:

“Sunelex is the IPP, but does not offer power to Eskom;

- The Municipality is the off taker;
- Eskom is experiencing infrastructure limitations – inability to evacuate power where only Eskom power ‘suppliers’ are located;
- The project falls outside the DOE IPP;
- Project not affect by Eskom’s policy on power offtake ”

## **LEGAL IMPLICATIONS**

The Municipal Manager has already signed the power purchase agreement and the land lease agreement as authorized by Council on 20 July 2017.

## **POLICY/LEGISLATIVE POSITION**

- The Constitution of the Republic of South Africa (Act. No. 108 of 1996);
- Land Act (Act No. 68 of 1981);
- Broad Based Black Economic Empowerment Act (Act No. 53 of 2003);
- Local Government: Municipal Finance Management Act (Act No. 56 of 2003);
- Spatial Planning and Land Use Management Act 16/2013;
- National of Regulator of South Africa (NERSA) Requirements;
- Eskom Regulations;
- Occupation Health and Safety Act 85/1993;
- Electrical Distribution Regulations;
- Department of Energy (DOE) requirements and policies;
- SANS and NRS standards

## **FINANCIAL IMPLICATIONS**

The capital cost for the construction of the project, including the manufacturing plant will be borne by Sunelex with funding from the HSBC.

## **OTHER IMPLICATIONS**

The project has good socio-economic benefits;

Local SMMEs will be empowered,

Over 2000 jobs will be created during the construction stage of a three (3) year and necessary accredited training undertaken, and

Recent partnership with Huawei where Five (5) Engineers will be trained in China, centre of excellence built and training facility built on site.

## **RECOMMENDATIONS**

1. That Council **NOTES** the progress of the Sunelex project.
2. That all outstanding matters pertaining to the project be **FAST TRACKED**.

**EM74/2017**

**INFRASTRUCTURE SERVICE DELIVERY PLANNING FOR SEPTEMBER 2017 (EDI)**

**PURPOSE**

To inform the Executive Management Committee about the service delivery planning by the Infrastructure Directorate for September 2017.

**BACKGROUND**

The Infrastructure Directorate was requested to submit the service delivery planning for the month of September 2017 to the Executive Management Committee.

**DISCUSSION**

The Water Demand Section will give attention to Water Meter Maintenance, Revenue Protection and Water Loss Management.

The Electrical Department will concentrate on street lights and high mast lights in all Wards.

The Infrastructure West teams will concentrate on the water, sewer and road problems in Odendaalsrus and Kutlwanong.

The Roads & Stormwater Section in Central will concentrate on complaints and emergencies in the Wards in the Central area.

The Water and Sewer Section, Pump Stations and WWTW's will concentrate on complaints and emergencies.

It must be noted that for the Water and Sewer Sections planning is unrealistic due to the backlog, crisis management and huge shortage of resources, especially vehicles.

\*\*\* ***ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM742017***

**FINANCIAL IMPLICATIONS**

None

**LEGAL IMPLICATIONS**

Constitution of South Africa  
National Environmental Management Act (NEMA)  
Municipal Systems Act  
Water Services Act  
Municipal Finance Management Act (MFMA) 56 of 2003

**RECOMMENDATIONS**

That the Executive Management Committee **TAKES NOTE** of the report.

**EM75/2017**

**SEWER BLOCKAGES CLEARED BY AMADWALA TRADING COMBINATION UNIT  
IN CENTRAL FROM 12 AUGUST TO 2 SEPTEMBER 2017 (EDI)**

**PURPOSE**

To inform the Executive Management Committee about the work done by Amadwala on the Sewer Network of Infrastructure Central.

**BACKGROUND**

The Sewer Section in Central was requested to compile a report on the work done by Amadwala since they started on 12 August 2017.

The sewer network in the Central of Matjhabeng consists 629 km of sewer pipes that are distributed as follows:

Welkom sewers	= 297 km and 6 sewer pump station
Riebeeckstad sewers	= 93 km and 1 sewer pump station
Thabong sewers	= 213 km and 3 sewer pump stations
Allanridge sewers	= 26 km and 3 sewer pump stations

The current number of personnel doing sewer maintenance in the central area is 37.

**DISCUSSION**

Due to the large numbers of foreign, non-sewer related materials that are discarded into the sewers, serious blockages occur on a daily basis.

Due to limited resources, the inability to remove foreign material and often dysfunctional pump stations, sewer lines in the Central are very prone to block.

Normal daily maintenance are done manually with rods and excavation of sewer lines are often needed to open challenging blockages.

Access to an eco-recycling unit that can jet, remove sand and solids and can recycle water to allow uninterrupted operations can open blockages and clean sewers in a fraction of the time required to do the work manually.

Such a unit can reduce the need to do construction to open blocked sewers up to 80%. If the blockages are mounting and if it remains blocked for extended periods, the sewer lines become more difficult to open manually. If equipment is then not available, exaction of the sewer is the only option to address the sewer blockages.

The services of Amadwala were procured though deviation due to the backlog in the opening of sewer blockages.

The following work was done by Amadwala:

ADDRESS	DATE	COMMENTS
Motusi Road, Thabong	12-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
Barend Shoprite, Bronville	12-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
Lang Street, Bronville	12-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
1203 Thabong	13-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
12242 Thabong	14-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
29607 Thabong	14-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
Lang Street, Bronville	14-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
Old Thabong Pump Station	15-08-2017	Suck sand, water and sludge from pump station
Old Thabong Pump Station - Outfall	16-08-2017	Unblocked sewer outfall line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
44 Toronto Road, Welkom	17-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
25 Lindi Street, Welkom	17-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
40 Mt Ayliff Street, Welkom	17-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
41 David Street, Welkom	17-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
Unitas School, Volks Road, Welkom	17-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
251 Volks Road, Welkom	17-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
Leba Mansions, Welkom	17-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
1122 Phomolong	18-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
1139 Phomolong	18-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
456 Phomolong	18-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
656 Phomolong	18-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
1027 Phomolong	18-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
16 Mt Ayliff Street, Welkom	21-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
10 Maree Street, Welkom	21-08-2017	Unblocked sewer line, removing: paper, plastic,

		cloth, rubble, sand, stone, bricks
8 Stanford Street, Welkom	21-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
Orange Circle, Welkom	21-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone, bricks
Protea Muslim School, Welkom	22-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone
31 Othello Road, Welkom	22-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone
22A Bok Street, Welkom	22-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone
Padua Street, Riebeeckstad	22-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone
Norman Street, Riebeeckstad	22-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone
Power Road, Welkom - Outfall	23-08-2017	Unblocked sewer line, removing: fat, paper, plastic, cloth, rubble, sand, stone
Orange Circle, Welkom	23-08-2017	Unblocked sewer line, removing: fat, paper, plastic, cloth, rubble, sand, stone
Amari Primary School, Welkom	24-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, roots, rubble, sand, stone
30675 Thabong	24-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, roots, rubble, sand, stone
Bronville line to Pump Station	29-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone
1123 Phomolong	30-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone
620 Phomolong	30-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone
768 Phomolong	30-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone
1 Choppin, Riebeeckstad	30-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone
49 MacClean, Riebeeckstad	30-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone
88 Norman, Riebeeckstad	30-08-2017	Unblocked sewer line, removing: paper, plastic, cloth, rubble, sand, stone
Power Road, Welkom	31-08-2017	Unblocked sewer line, removing: fat, paper, plastic, cloth, rubble, sand
Fiskaal Stree, Welkom	31-08-2017	Unblocked sewer line, removing: fat, paper, plastic, cloth, rubble, sand
Orange Circle, Welkom	31-08-2017	Unblocked sewer line, removing: fat, paper, plastic, cloth, rubble, sand
Fiskaal Stree, Welkom	01-09-2017	Unblocked sewer line, removing: metal, paper, plastic, rubble, sand, stone



14 Steyn Road, Welkom	02-09-2017	Unblocked sewer line, removing: paper, plastic, cloth, roots, rubble, sand, stone
Bronville - outfall	02-09-2017	Unblocked sewer line, removing: paper, plastic, cloth, roots, rubble, sand, stone

### **FINANCIAL IMPLICATIONS**

R1 248 642.00 Vat Incl. for 30 working days.

### **LEGAL IMPLICATIONS**

The NATIONAL WATER ACT 36 OF 1998 Part 5 Section 19 (2) & 20 (4) (Gazette No. 19182, Notice No. 1091)

### **RECOMMENDATIONS**

1. That the Executive Management Committee **TAKES NOTE** of the report.
2. That the Executive Management Committee **TAKES NOTE** of the impact that such specialized equipment as an Eco-recycling unit can have on sewer maintenance.

**EM76/2017**

**WORK DONE BY RESCUE ROD AT INFRASTRUCTURE WEST (EDI)**

**PURPOSE**

To inform the Executive Management Committee about the work done by Rescue Rod on the sewer network of Infrastructure West.

**BACKGROUND**

The Infrastructure West was requested to compile a report on the work done by Rescue Rod since they started at Infrastructure West on 15 August 2017.

The sewer network on the western side of Matjhabeng consists 287.9 km of sewer pipes that are distributed as follows:

Kutlwanong sewers	= 124.5 km & 1 sewer pump station
Odendaalsrus sewers	= 87.8 km & 10 sewer pump stations
Nyakallong sewers	= 45.7 km & 1 sewer pump stations
Allanridge sewers	= 29.9 km & 8 sewer pump stations

The current number of personnel doing sewer maintenance in the whole area is 20 and is distributed as follows:

Kutlwanong sewer	: 9 people
Odendaalsrus water & sewer	: 5 people
Allanridge & Nyakallong	: 6 people

**DISCUSSION**

Due to the large numbers of foreign, non-sewer related materials that are discarded into the sewers, serious blockages occur on a daily basis.

Due to limited resources, the inability to remove foreign material and often dysfunctional pump stations, sewer lines in the West are very prone to block.

Normal daily maintenance are done manually with rods and excavation of sewer lines are often needed to open challenging blockages.

Access to an eco-recycling unit that can jet, remove sand and solids and can recycle water to allow uninterrupted operations can open blockages and clean sewers in a fraction of the time required to do the work manually.

Such a unit can reduce the need to do construction to open blocked sewers up to 80%. If the blockages are mounting and if it remains blocked for extended periods, the sewer lines become more difficult to open manually. If equipment is then not available, exaction of the sewer is the only option to address the sewer blockages.

The services of Rescue Rod were procured through deviation due to the backlog in the opening of sewer blockages.

The following work with the assistance of Rescue Rod:

<b>Date</b>	<b>Work done</b>	<b>Ward</b>
15 August 2017	<b>Odendaalsrus:</b> Open blockages in Cooke-, Ross-, Hauptfleisch- and Van der Vyver streets. Clean manholes associated with these sewer lines	36
16 - 17 August 2017	<b>Nyakallong:</b> Open blockages at Site 2911, cleaned main line of the 1900 sites, cleaned Masakane main line of the 3300 sites, Cleaned Nyakallong main sewer pump station sump. <b>Allanridge:</b> Cleaned sump of the Managers pump station, 3 X sumps at Police house's pump station and 1 at shopping Centre pump station. Clean manholes associated with these sewer lines	19  36
18 August 2017	<b>Odendaalsrus:</b> Open numerous blockages in Van der Vyver streets. Clean manholes associated with these sewer lines	36
19 August 2017	<b>Kutlwanong:</b> Open blockages at Civic center K3, 2688 K5, 2755 K5, 2650 K5, 2873 K5, 2873 K5, 2731 K5, 3934 K5 & 224 Block 4. Clean manholes associated with these sewer lines	18 21 20
20 August 2017	<b>Kutlwanong:</b> Open blockages at 2668 K5, 2820 K5, 3112 K5 & 1634 K4, 1635 K4 & 7452 K9. Clean manholes associated with these sewer lines	21 20 10
21 August 2017	<b>Kutlwanong:</b> Open blockages at 2699 K5, 2024 K7, 2085 K7, 2417 K7 & 290 Block 4. Clean manholes associated with these sewer lines	21 20
22 August 2017	<b>Kutlwanong:</b> Open blockages at Icoseng school, 2699 K5 again, 2731 K5, 207 Block 5 & 41 Block 6. Clean manholes associated with these sewer lines	21 20
23 August 2017	<b>Kutlwanong:</b> Open blockages at 173 Block 4, 169 Block 4 & 253 K7. Clean manholes associated with these sewer lines	20
24 August 2017	<b>Odendaalsrus:</b> Open numerous blockages in CBD. OD clinic, Town hall and again Van der Vyver streets.	36

	<b>Kutlwanong:</b> Open blockages at Phomolong store, 1336 Block 1, 617 Block 7 & 934 K3. Clean manholes associated with these sewer lines	18 20
25 August 2017	<b>Kutlwanong:</b> Open blockages at 8007 K9, 45 Block 4 & 1150 K1. Clean manholes associated with these sewer lines.	10
26 August 2017	<b>Kutlwanong:</b> Open blockages at 2731 K5 and lines associated with the construction at the site. Clean manholes associated with these sewer lines.	21
27 August 2017	<b>Kutlwanong:</b> Open blockages at 9398 K9, 1113 K2 & 4607 K6. Clean manholes associated with these sewer lines.	22 18 21
28 August 2017	<b>Odendaalsrus:</b> Open numerous blockages in Residentia. 94 Althea and 63 Iris. Clean manholes associated with these sewer lines  <b>Kutlwanong:</b> Open blockages at 8007 K9 again, 197 Block 4, 2012 K4 & 2417 K7. Clean manholes associated with these sewer lines.	36  10 18 20
29 August 2017	<b>Odendaalsrus:</b> Open blockages in 27 Frank- 9 Cosmos-, 42 Anthony- and again in Van der Vyver streets. Cleaned sewer line in Wessels street. <b>Kutlwanong:</b> Open blockages at 98 Block 6, 220 Block 6, 278 Block 5 & 9402 K9. Clean manholes associated with these sewer lines	36  20 22
30 August 2017	<b>Odendaalsrus:</b> Open blockages in Brian and Franks streets. Clean manholes associated with these sewer lines <b>Kutlwanong:</b> Open blockages at 276 Block 6, 226 Block 4, 186 Block 4 & 7018 K8. Clean manholes associated with these sewer lines	36  20 18
31 August 2017	<b>Kutlwanong:</b> Open blockages at 339 Block 2, 104 Block 2, 6302 K6, 3368 K5 & 4747 K6. Clean manholes associated with these sewer lines	18 21

1 September 2017	<b>Kutlwanong:</b> Open blockages at outfall sewer & cleaned pump station sump.	18 10
2 September 2017	<b>Kutlwanong:</b> Open blockages at outfall sewer & cleaned pump station sump.	18 10
3 September 2017	<b>Kutlwanong:</b> Open blockages at outfall sewer & cleaned pump station sump.	18 10
4 September 2017	<b>Kutlwanong:</b> Open blockages and clean manholes at 4323 K6, 3199 K5, 1633 K4 and 650 Block 7	18 21
5 September 2017	<b>Nyakallong:</b> Open blockages and clean manholes at 1275, 433, 396 and 438	19

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***ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM762017***

## **FINANCIAL IMPLICATIONS**

R592 230.00 Vat Incl. for 30 working days.

## **LEGAL IMPLICATIONS**

The NATIONAL WATER ACT 36 OF 1998 Part 5 Section 19 (2) & 20 (4) (Gazette No. 19182, Notice No. 1091.)

## **RECOMMENDATIONS**

1. That the Executive Management Committee **TAKES NOTE** of the report.
2. That the Executive Management Committee **TAKES NOTE** of the impact that such specialized equipment as an Eco-recycling unit can have on sewer maintenance.

**EM77/2017**

**LIST OF CASES REPORTED FROM 30 JUNE 2016 TILL TO DATE AT THE  
BARGAINING COUNCIL AND LABOUR COURT**

**PURPOSE**

To submit to Executive Management a report on disputes referred to the South African Local Government Bargaining Council and Labour Court from 30 June 2016 till to date.

**BACKGROUND**

Various disputes have been lodged at the Bargaining Council for the abovementioned period. Some of the cases have been referred to the Labour Court as cases that have been taken on review.

Find below a list of cases reported at the Bargaining Council as well as Labour Court:

**BARGAINING  
COUNCIL MATTERS**

<b>NAME</b>	<b>REPORTED</b>	<b>NATURE OF DISPUTE (Unfair Labour Practice - ULP)</b>	<b>OUTCOME</b>
SAMWU obo Sidyam	27/1/2015	ULP (Demotion)	8/6/2016 - SAMWU withdrew dispute
SAMWU obo Finance Members	22/2/2016	ULP ( Members have been acting in various positions without remuneration)	8/6/2016 - SAMWU withdrew dispute
IMATU obo JJ van Niekerk	12/10/2015	ULP -Promotion	11/8/2016 - Point in limine raised by Employer was disregarded in that it was not a dispute of promotion but that the other employee was placed on top notch salary level. Commissioner Moloi ruled that the matter proceed with arbitration - In favour employee
			6/9/2016 - Qwelani Theron Attorneys appointed to take the jurisdictional ruling on review
			Awaiting date for enrolment at Labour Court
SAMWU obo 99 Members	20/10/2015	ULP - Employer employed month to month workers but failed to renew contracts but keeps them in service	Award from Commissioner Venter: In favour of the employees that the employees be employed permanently
			Messrs Qwelani Theron appointed to take the award on review
			Labour Court Order indicated that Employer is interdicted from calling interviews in respect of all positions advertised; interdicting from making any appointments; advertisements are to be withdrawn
IMATU obo J Blom	8/4/2016	Unfair suspension	In favour of Employee. Reason from Commissioner that Employer allowed suspension to run beyond 6 months; Compensation ordered of R36 781-00

			21/12/2016 Matter taken on review. Awaiting date for enrolment at Labour Court
SAMWU obo Mhlafu and Mabaso	20/4/2016	ULP - Work being taken away from them	3/10/2016 - Case dismissed by Commissioner, employees had to apply for condonation, late referral
BD Mbongo	8/4/2016	ULP - Promotion	17/10/2016 - In favour of the Employer
BM Lidziya	29/9/2016	ULP - Promotion and backpay	7/12/2016 - In favour of the Employer
IMATU obo J Gouws and E Vlok	20/10/2015	Unfair suspension	23/11/2016 - In favour of the Employees; Employer to pay compensation equal to 2 weeks' salary
			Qwelani Theron Attorneys appointed to take matter on review
			Awaiting date for enrolment at Labour Court
IMATU obo LH Reyneke	28/10/2016	Fixed Term Contract dispute	3/4/2017 - Dispute withdrawn from the B/c
W Makhobotloane	14/11/2016	ULP - Failure to declare results of interview but later appointed a person in the position even though the results were still outstanding	Settlement Agreement reached, employee withdrew dispute
IMATU obo MP Matsie	28/11/2016	Unfair dismissal	18/8/2017 - Ruling from Commissioner Moloi that the hearing of the employee null and void, Employer had to apply for condonation at the Bargaining council to proceed with hearing
			Employer Represented by Adv Motloun from Matlho Attorneys.
			Consultation to be arranged with Matlho Attorneys to discuss the way forward
IMATU obo E Vlok	14/12/2016	ULP - Failure to promote the employee although she met minimum requirements of post of Manager Personnel	In favour of Employee. Employer to pay Employee R217 524-00



			5/5/2017 - Appointment of Qwelani Theron Attorneys to take the matter on review
			Papers filed at Labour Court, awaiting date for enrolment
SAMWU obo Mfana and 74 Others	28/1/2015	ULP - Implementation of shift allowance	Settlement agreement reached to pay the employees in terms of the Collective Agreement
SAMWU obo NME Phono	20/1/2017	Unfair Dismissal	Settlement agreement reached - employee reinstated
IMATU obo M P Matsie	5/9/2016	Unfair suspension	In favour of the employee. Suspension procedurally unfair. Employer to pay employee R36 781-00. Matter taken on review by Qwelani Theron Attorneys
			Awaiting date for enrollment at Labour Court
SAMWU obo M Majoro	4/4/2017	Constructive Dismissal	28/6/2017 - Certificate of non resolution issued - No further referrals received for arbitration
SAMWU obo S Selepe	22/5/2017	Unfair suspension	25/8/2017 - Parties submitted Heads of Argument, awaiting award by Commissioner Moloi
MATUSA obo T Dlamini and W Matthews	18/5/2017	Unfair suspension and representation of the Union	10/10/2017 - Matter set down for arbitration
SAMWU obo Members	14/6/2017	Temporary workers not treated the same as per Collective Agreement (leave days and leave bonus)	6/7/2017 - Certificate of non resolution issued. No further referrals received
SAMWU obo L Pheko	5/7/2017	Unfair dismissal	6/7/2017 - Certificate of non resolution issued. No further referrals received
<b>NAME</b>	<b>REPORTED</b>	<b>NATURE OF DISPUTE (Unfair Labour Practice - ULP)</b>	<b>OUTCOME</b>
<b>LABOUR COURT MATTERS</b>			

J Greyling	22/11/2013	Unfair Dismissal	Matter at Labour Court. Employee appealed decision, Messrs Lebea Attorneys appointed to oppose leave to appeal. Awaiting outcome
SAMWU obo MF Thulo	11/1/2017	Unfair Dismissal	Matter at Labour Court; Received Notice of Motion from Employee to take the award which was in favour of the Employer on review; Messrs Qwelani Theron appointed to oppose review; awaiting outcome
PO Notsi	27/2/2017	ULP - Implementation of settlement agreement reached at Bargaining Council to permanently appoint the employee on post level 3.	Messrs Qwelani Theron appointed to act on behalf of the Employer. Matter set down for 19/10/2017 at Labour Court
MHM Maboza	6/9/2016	Incorrectly appointed on a higher position, it was rectified, employee to reimburse the Municipality for monies paid over to her	Matter at Labour Court; Award in favour of the Employer. Employee took matter on review, Messrs Lebea Attorneys appointed on behalf of the Employer to oppose the review application
			25/10/2017 - Enrolled on the opposed roll at Labour Court

**SUBMITTED FOR NOTIFICATION**

EM78/2017

**ORGANISATIONAL RIGHTS: MATUSA (MUNICIPAL AND ALLIED TRADE UNION OF SOUTH AFRICA (EDCSS) (15/2/1/24/1)**

**PURPOSE**

To inform Exco that MATUSA (Municipal and Allied Trade Union of South Africa) requested to be granted Organisational Rights as they are a registered Trade Union in terms of the Labour Relations Act.

**BACKGROUND**

1. MATUSA is recognized as a Registered Trade Union after their appeal with the Labour Court succeeded on 18 September 2015.
2. MATUSA previously had applied for registration and said application was refused. MATUSA then took the matter on appeal and the Labour Court found in their favor.
3. Chapter 3, Part A of the Labour Relations Act deals with Organisational Rights. MATUSA seeks the following Organisational Rights within Matjhabeng Local Municipality:
  - a. **Section 12 – Trade Union access to workplace:**
  - b. **Section 13 – Deduction of trade union subscriptions of levies**
  - c. **Section 15 – Leave for trade union activities**
4. The SALGBC obtained a legal opinion on 6 November 2015 regarding Organisational Rights and MATUSA.

\*\*\*\* ***ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM782017***

5. *Page 18 of the Legal Opinion makes reference to the Constitution of the Bargaining Council.*
6. *A copy of the Constitution appears on page 21 to page 56 of the Annexures.*
7. It states as follows: *[page 27]*

4.2. *After considering an application in terms of Section 56 of the Act, the Central Council may admit as additional parties –*

4.2.2 *any registered Trade Union operating in the Local Government Undertaking, provided however that such Trade Union has a membership equivalent to not less than 15% (fifteen percent) of the total number of employees within the scope of the Council.*

8. If you have regard to the definition of Council, with specific reference to pg ..., Council means the South African Local Government Bargaining Council inclusive of its Divisions as set out in Schedule 2.
9. Schedule 2 that appears in the Constitution clearly sets out the different divisions within Council, ranging from Cape Town Metropolitan division to Western Cape Division.
10. Free State Division, although not indicated in the Constitution, includes Northern Cape as well.
11. It is clear from the above that a Trade Union cannot claim Organisational Rights when they have confirmed that they have 310 members within Matjhabeng Municipality, as mentioned in their letter dated 2 May 2017.
12. The Trade Union must first meet a certain threshold within the scope of Council (Northern Cape Free State Division) and not within a Municipality before it can qualify for the rights as set out in their letter dated 15 June 2017.
13. It is also important to take note that in the Legal Opinion it was suggested that the SALGBC should embark on a process to determine whether MATUSA is sufficiently represented within the scope of the Council.
14. In terms of the Legal Opinion, Municipalities are cautioned to confer certain rights to MATUSA [SALGBC v Cape Agulhas Municipality] which rights are not due to them in terms of Part C, Clause 11 of the Main Collective Agreement.
15. The above will lead to Compliance Orders against the Municipality.
16. Circular 14/2015 of the SALGBC Head Office dated 30 November 2015 confirms the Legal Opinion.

\*\*\*\* ***ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM782017***

17. SALGA, IMATU and SAMWU are the founding parties and signatories to the Constitution of the SALGBC.
18. These parties are the only signatories to the Various Collective Agreements which have been concluded.
19. It has been confirmed that Trade Unions who are not IMATU and SAMWU and who seek Organizational Rights from municipalities are not entitled to the Organisational Rights as contained in the Main Collective Agreement.

**COMMENTS: CORPORATE SERVICES**

20. In light of the above, we are of the opinion that MATUSA has no right to any Organisational Rights within Matjhabeng Municipality;
21. That the threshold of a minimum of 15% is not only applicable to the Municipality, but it stretches across the scope of the Bargaining Council, thus, the whole Free State and Northern Cape Division.
22. Whether MATUSA meets the minimum of 15% must be established by the Bargaining Council through statistics from the relevant Municipalities within the Free State Northern Cape Division of the SALGBC.
23. The above can only be established by means of confirming whether their members are paid up members of MATUSA, and not merely an application form from an employee to belong to the Union.
24. Should the Municipality grant Organisational Rights to the Union, it will lead to a Compliance Order against the Municipality, as clearly stated in Circular 14/2015 of the SALGBC.
25. MATUSA has a Certificate confirming that they are a registered Trade Union. The Certificate confirms the registration of MATUSA as a trade union, but, does not however grant them any Organisational Rights within the Municipality.
26. MATUSA must be notified that Organisational Rights cannot be granted to the Union and that they can declare a dispute with the SALGBC if they so wish.

**SUBMITTED FOR INFORMATION**

EM79/2017

## **REPORT ON TASK JOB EVALUATION (EDCSS) (2/1)**

### **PURPOSE**

The purpose of the report is to provide Executive Management Committee:

- With progress on implementation of **Tuned Assessment of Skills and Knowledge (TASK)** Job Evaluation;
- To inform management about the training of the TASK Job Evaluation Unit;
- To support the roll out of the job evaluation process.

### **BACKGROUND**

Matjhabeng Local Municipality has been in the process of reviewing its Organisation Structure which was last approved in 2009.

“Council at its meeting held on the **31 May 2017** resolved among others that:-

1. ....
2. ***That the TASK-JOB-EVALUATION system MUST BE APPLIED to ensure that salaries are correlating with the jobs that are performed, within a period of 30 days.”***

The first training on TASK Job Evaluation took place on the 06 – 10 October 2014 at Lejweleputswa District Municipality. In August 2017 SALGA came to provide coaching following the training that took place in October 2014. However SALGA realised that most people who were nominated to attend the coaching were not trained as Job Evaluators in October 2014.

In the meeting SALGA then decided to combine Training and Coaching on TASK Job Evaluation. The training/coaching took place on 21 - 25 August 2017 which was conducted by Deloitte appointed by SALGA.

### **DISCUSSIONS**

#### **Training Program**

- All Local Municipalities in the Lejweleputswa District were invited to the TASK Job Evaluation Training/Coaching programmes at Matjhabeng Local Municipality.
- Job Evaluation guideline was used as the basic document for the training.
- Training of Job Evaluation Units (JEU) was coordinated and conducted at Matjhabeng Local Municipality.
- The duration of the Training session took two days (21-22 August 2017) and coaching session took three days (23-25 August 2017) with the assistance of Deloitte.

### **Establishment of TASK Job Evaluation Unit (Committee)**

A Job Evaluation Unit (Committee) was established which is constituted by all the members trained as Job Evaluators in Lejweleputswa District.

- Mr. Chris Alexander from Lejweleputswa District Municipality was nominated as Chairperson.
- Mr. Victor Kolisang from Matjhabeng Local Municipality was nominated as Deputy Chairperson, and
- Mr. Abraham Kholumo from Matjhabeng Local Municipality was nominated as the Administrator.

### **Roles and Responsibilities of Job Evaluators.**

- The JE Unit shall conduct the evaluation of all jobs within the municipalities falling under its jurisdiction and present the outcome thereof for auditing by the Provincial Audit Committee (PAC)
- The responsibility of JE Unit is both administrative (planning, prioritising grading programs, quality control, receiving checking and filing job descriptions etc.) and grading of jobs prior to submission to the PAC
- For purpose of grading, a quorum shall consist of at least two (2) members of JE unit or in the event of larger Unit at Least 50% plus 1.
- The JE Unit may invite both the incumbent of the job, as well as his/her Manager and the Head of Department's input to confirm if the full particulars of the job were taken into account.
- To monitor adequate implementation of the TASK Job Evaluation System to achieve uniform grading of posts.

### **Trade union representation**

- **One trade Union representative from each of the recognized trade unions may participate as observers in the JE Unit.**

### **Role and responsibilities of the Municipal Manager**

SALGA's Guideline Policy on Job Evaluation outlines the following as roles and responsibilities of Municipal Managers in job evaluation.

- The Municipal Manager is responsible for ensuring the implementation of the TASK Job Evaluation System in the Municipality;
- The Municipal Manager must ensure that the designated JE Manager takes full responsibility for supporting and directing the job evaluation implementation and maintenance process.

- The Municipal Manager shall ensure that sufficient staff and resources are allocated to support the process;
- The Municipal Manager shall in terms of Section 66 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000 as amended) ensure that there is a job description for each post on the staff establishment of the municipality;
- The Municipal Manager must ensure that the municipality keeps custody of the copies of job descriptions for all posts;
- The Municipal Manager shall incorporate the responsibility for the compilation of the job description in the performance contract of every Manager.
- The Municipal Manager shall ensure that all staff are informed of the objective of the TASK JE System as required in terms of Section 67 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000 as amended);
- The Municipal Manager for the cluster of municipalities who are responsible for job evaluations at district level shall appoint appropriate persons to serve of the Job Evaluation Unit;
- Municipal Managers shall ensure that Job Evaluation Units are established and are functional.

**Role of the Directorates in ensuring that the Job Evaluation process is carried out successfully.**

- To enable the Job Evaluation Unit to complete the process effectively and efficiently, it is necessary that all Executive Directors and/or Heads of Department ensure that all their directorates'/departments' Job Descriptions, as per the current approved Organisation Structure, are submitted to the Senior Manager Human Resources as soon as possible.
- All job descriptions confirmed or revised and/or by relevant Supervisors or Management to ensure they are correct according to TASK requirements. A blank copy (template) of the TASK job description format, as well as guidelines for compilation of a job description is attached hereto.
- All job descriptions must be signed by the relevant incumbent and Head of Department. Where there are vacant posts, job descriptions must still be provided, indicating that the post is vacant and signed by the Head of Department.
- When a job description is revised, or a new one compiled, it is important that the functions indicated should be only those functions that belong to the relevant post and not functions that belong to another "post", but are performed by the relevant incumbent due to vacancies or other circumstances. For control purposes a numbering system, e.g. MM1, MM2, etc. for Municipal Manager's Office can be used, to ensure that all posts are covered.



**POLICY POSITION**

1. Matjhabeng Job Description Policy.
2. Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000 as amended).
3. SALGA's Guideline Policy on Job Evaluations.

**RECOMMENDATIONS**

1. That Executive Management Committee takes note that the implementation of TASK Job Evaluation **REQUIRES** an approved staff establishment recording the position of all jobs and their designation. *“This means that TASK Job Evaluation cannot be implemented before the Draft Proposed Structure is approved by Council.”*
2. That the Executive Management Committee takes note **ONLY** people who were trained as Job Evaluators are the members of the TASK Job Evaluation Committee.
3. That Executive Management Committee takes note of the Roles of the Directorates in **ensuring that the Job Evaluation process is carried out successfully.**

**EM80/2017**

**LITIGATION DEPARTMENT (5/1/2/13)**

**PURPOSE**

The purpose of the item is to present before the Executive Management Committee, the progress on the litigation matters within Matjhabeng Local Municipality for the period July 2016 to June 2017, as well as the challenges faced by the Litigation department.

**BACKGROUND**

The litigation matters against Council range from various matters such as the following: public liability matters, labour related matters, commercial contracts for non-performance by Council (emanating from contracts), evictions, review applications by disgruntled parties, applications to compel etc.

At the beginning of the previous financial year, there were over 60 litigation matters against Council.

We are currently sitting with 40 litigation matters, of which most of them, have trial dates set already, therefore finalizing them,

**PROBLEM STATEMENT**

The department has had tremendous improvement on the number of litigation defended, amid the challenge of being understaffed.

**\*\*\* ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM802017**

**POLICY/LEGISLATIVE POSITION**

The report is submitted in line with section 59 and 61 of the Local Government: Municipal Systems Act, 32 of 2000.

**FINANCIAL IMPLICATIONS**

Financial implication on Council is enormous, and it is unfortunate because it cannot be predetermined, only estimated at an amount of about +- R20 000 000.

**RECOMMENDATIONS**

1. That the Executive Management Committee consider filling all the other posts within the department, as that will assist in ensuring that more education and proper information is given to the departments in order to curb a dispute before it can even become a litigation matter.

**EM81/2017**

**PROGRESS REPORT ON CLEANING CAMPAIGN HELD IN THABONG FROM 28 AUGUST 2017 TO 03 SEPTEMBER 2017 (EDCS) (1/3/15) (1/3/31)**

**PURPOSE**

To submit a report to the Executive Management Committee meeting about the progress report on cleaning campaign held in Thabong from 28 August 2017 to 03 September 2017.

**BACKGROUND**

The Executive Management Committee meeting held on 24 August 2017 resolved that the health hazard conditions prevailing in Thabong must get urgent attention. The community had started to complain about the state of health within their environment.

**DISCUSSION**

The instruction issues to the office of the Acting Executive Director Community Services and Law Enforcement was duly carried out to attend to the appalling environment which put the community's health at risk. The program was drawn and implemented as directed. The document on progress status is attached on pages to page of the annexure for information and request to carry on with such a program in Virginia/Meloding to deal with similar hotspots in such areas. The cleaning campaign is going to be implemented with available resources of which shall be augmented with additional resources during the process to speed up the pace with intention to cover larger areas within reasonable time frames.

**\*\*\* *ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM812017***

**FINANCIAL IMPLICATIONS**

The program is going to be implemented through the Department's operational budget.

**LEGAL IMPLICATIONS**

- National Environmental Management Act (Act 107 of 1998)
- Waste Act (Act 59 of 2008)
- Municipal Systems Act
- National health Act
- National Waste Management Strategy
- Minimum Requirement for Waste Disposal – Second Edition 1998

**POLICY POSITION**

- Integrated Development Plan 2017/2018
- Service Delivery Budget Implementation Plan: 2017/2018

**SUBMITTED FOR INFORMATION**

EM82/2017

**REQUEST TO APPOINT AN ADDITIONAL MEMBER TO THE MATJHABENG PLANNING TRIBUNAL (AED: LED/HS) (5/3/2/12)**

**PURPOSE**

The purpose of the item is to request Council to appoint an additional member to the Matjhabeng Municipal Planning Tribunal.

**BACKGROUND**

On the 13 December 2016, the Speaker submitted an item to Council for the appointment of the members of the Municipal Planning Tribunal in terms of the Spatial Planning and Land Use Management Act, No. 16 of 2013. Pursuant to the presentation, the Council resolved as follows:

**“COUNCIL RESOLVED: (30 JUNE 2015)**

1. That Council **APPOINTS** the following members to constitute the Municipal Planning Tribunal:
  - 1.1 Mr T.J.A. Mongake : Chairperson
  - 1.2 Ms N.M. Mbhele : Deputy Chairperson
  - 1.3 Ms M.R. Nkhasi : Member
  - 1.4 Mr M. Radiopane : Member
  - 1.5 Mr K.P. van der Walt : Member
  - 1.6 Ms V.A. Mashiyane : Member
2. That the Office of the Speaker **MUST DEVELOP** Terms of Reference including their seating allowance and present it at the next Council meeting.”

**COUNCIL RESOLVED: (01 SEPTEMBER 2015)**

1. That Council **APPOINTS** the Director for LED, Mr. X Msweli, the Director for Infrastructure, Mrs. HB Tlhabani and Mr. Koos Duvenage as members of the Municipal Planning Tribunal in their capacity as officials in the full-time service of the Municipality in terms of Regulation 36(1) (a) of the Spatial Planning and Land Use Management Act.
2. That the seating allowance for members of the Municipal Planning Tribunal **BE IN LINE** with National Treasury Regulations which is applicable to members of the Audit Committee.
3. That the seating allowance **BE PAID** to only those members that are not in full-time employment of the Council.

4. That the travelling allowance for members of the Municipal Planning Tribunal **BE IN LINE** with the tariffs for the use of transport issued by the Department of Transport.
5. That Council **RESERVES THE RIGHT** to change individuals that are appointed in the said Tribunal.
6. That Budget Adjustment **BE MADE** for their remuneration.

**COUNCIL RESOLVED: (13 DECEMBER 2016)**

- 1 That Council **AUTHORISES** the Municipal Manager to advertise for the filling of vacancies on the Matjhabeng Municipal Planning Tribunal created by the resignation and withdrawal of certain members.
- 2 That Council **APPOINTS** Mr B. Molelekoa and Mr F Nieuwoudt as alternate member to serve on the Municipal Planning Tribunal as an official representing the Matjhabeng Municipality in the Tribunal.
3. That the total membership of the Tribunal **BE CHANGED** from nine (9) to seven (7) consisting of four (4) outside members and three (3) officials.
4. That Council **APPOINTS** Ms. M.R. Nkhasi as the Deputy Chairperson of the Matjhabeng Municipal Planning Tribunal.
1. That Council **AUTHORISES** the Speaker to constitute the panel for appointment of additional members of the Matjhabeng Municipal Planning Tribunal.

That the appointments of the Municipal Planning Tribunal should **BE FINALIZED** by the end of January 2017.

**DISCUSSION**

Subsequent to that, an advert was placed in the Matjhabeng local newspaper inviting interested persons to apply for the vacant position in the Municipal Planning Tribunal.

The advert closed on the 10<sup>th</sup> of March 2017 and no applications were received as a result of the fact that this advert could not be placed in the Provincial Gazette.

Later on in May 2017 an advert was placed in the Provincial Gazette and only two applications were received before the closing date, 31<sup>st</sup> May 2017.

A memorandum was then sent to the Senior Manager in the Office of the Speaker to facilitate the process of appointing an additional member on the Tribunal. However, to date the process is still not yet finalized and the applications are in the Office of the Municipal Manager.

## FINANCIAL IMPLICATIONS

Members are to be remunerated as stipulated in the regulations under Gazette No. 38594 dated 23 March 2015.

## LEGAL AND POLICY REQUIREMENTS

Spatial Planning and Land Use Management Act, no 16 of 2013 provides a framework for Spatial Planning and Land Use Management. For the purposes of the Municipal Planning Tribunal, it provides for policies, principles, norms and standards for spatial development planning and land use management.

It is intended to address past spatial regulatory imbalances; to promote greater consistency and uniformity in the application procedures and decision making by authorities responsible for land use decisions and development application; to provide for the establishment, functions and operations of the Municipal Training Tribunal; to provide for the facilitation and enforcement of land use and development measures.

Chapter 6 of the aforementioned Act provides under Part B, the process that must be followed in the establishment of Municipal Planning Tribunal. Part C provides for processes of Municipal Planning Tribunal and Part D regulates related land development matters such as internal appeals.

Section 54 of the Spatial Planning and Land Use Management enjoins the Minister of the Department Rural Development and Reform to promulgate in terms of the Spatial Planning and Land Use Management Act 16 of 2013. The regulations have been promulgated.

**\*\*\* ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM822017**

## RECOMMENDATION

1. That the process of appointing an additional member to the Matjhabeng Municipal Planning Tribunal (MPT) be finalised
2. That Council appoints Mr. Boipelo Molelekoa (Chief Town Planner) as the Authorized Official for the processing of Category 2 applications as stated in Sections 35(2) and 36 (1) of the Spatial Planning and Land Use Management Act (SPLUMA).

EM83/2017

**PROGRESS REPORT WITH REGARD TO ALLOCATION OF SITES AND FORMALISATION IN KUTLWANONG K10, WARD 22 (AED: LED/HS)**

**PURPOSE**

To submit before EXCO progress report with regard to allocation of sites and formalization in Kutlwanong K10, ward 22

**BACKGROUND AND DISCUSSION**

On the 13th December 2016 the Municipal Council approved draft allocation plan for 7000 sites pegged within Matjhabeng

Allocations are done per allocation program as approved by Council. (Resolution A110/16)

Allocation started in ward 16 Dichokoleteng, however with numerous challenges faced there which resulted in invasion of land allocation in that ward has been suspended to kick start legal process to evict individual who have invaded land illegally.

In order to prevent allocation challenges usually experienced by the Human Settlements team and the entire Municipality, planning and preparation meetings are taking place on a regular basis with all ward councillors and ward committees in Kutlwanong.

During those interactions, it was resolved that when allocating, priority be given to senior citizens as well as child-headed families in accordance with the approved allocation plan.

Subsequently, the following measures have been put in place

**TARGET AREA: LEEUBOSCH KUTLWANONG (±2000 sites)**

ACTION		RESPONSIBILITY	PROCESSES/ STEPS	TARGET DATE	EXPECTED OUTCOME
a)	Establish Interdepartmental Task team  Interact with Ward 22 Councillor	Me Galeboe  Me Tshidi, Me Galeboe	Arrange meeting Determine composition and roles HOD's office tried to contact the ward Councillor on the 27 <sup>th</sup> July 2017 to set up a meeting to discuss allocation of sites in	02 August 2017	Common understanding of allocation policy, plans and procedures and processes

ACTION		RESPONSIBILITY	PROCESSES/STEPS	TARGET DATE	EXPECTED OUTCOME
			Leeubosch but it was reported that they had attended another meeting in Bloemfontein called by the Premier.		
b)	Establishment of Allocation Task team (Provision of ward committee members names from ward Cllr and Human Settlements	Me Tshidi	Select and task responsible officials/Cllrs	02 August 2017 (Done)	Smooth running of allocation of sites and role clarification
c)	Community meeting(Mass)	Human Settlements Municipal Public Safety	Loudhailer - Speakers office	10 August 2017(Done)	Community to be informed of payment of R250,00 Administration fee before allocation of sites
d)	Beneficiary administration: Develop allocation Cards Arrangement of meetings with the verified beneficiaries	Moses, Sabata  Eunice	Beneficiary waiting lists – screening – preparation of allocation lists for area in accordance with number of available erven - (apply allocation criteria)	Completed	Identification of persons who qualify to be allocated/formalized
e)	Verification in accordance with the Allocation Plan to prioritise Aged ,child headed families Vulnerable groups	Human Settlements	Final beneficiary list / non-qualifying list	12 August 2017 until allocation process has been completed	



ACTION		RESPONSIBILITY	PROCESSES/ STEPS	TARGET DATE	EXPECTED OUTCOME
f)	Planning and provision of basic interim / permanent infrastructure: Water Roads Storm water Sewage Interim infrastructure	Infrastructure / Dept Human Settlement / PMU     Dept. community Services of	Application for external funding Monitor approval Process, time frames etc.  <b>To be clarified by infrastructure:</b> Calculate extent Secure funding Design and layout, Construction   Refuse removal		Provision of basic services          Provision of basic service

A list of people occupying informal settlements in Kutlwanong was physically verified and later handed over to all five ward Councillors to further verify. The list appears on page # to # of annexure.

Subsequent to that, the process of payments of R250,00 administration fee commenced on the 16<sup>th</sup> August 2017 in accordance with the list of qualifying applicants which appears on page # to # of annexure.

Formalization of sites for those who are presently occupying shacks in K10 resumed on 1<sup>st</sup> September 2017 and currently, 149 sites have been formalized.

## FINANCIAL IMPLICATIONS

On the income basis, Council will generate revenue emanating from R250 administration fee payable by every occupant. Expenditure wise, overtime authorization might be required due to staff limitations in the Infrastructure Directorate

## RECOMMENDATION

1. That the item BE NOTED.
2. That the Executive Management Committee MUST APPROVE working overtime of both Infrastructure & Housing personnel as allocation will be done in weekends also.

## SUBMITTED FOR INFORMATION

EM84/2017

**REPORT ON 057 HOME COMING (HC) Event 2017 (AED: LED/P/HS)**

**PURPOSE**

To submit before Exco, the 2017 057 Home Coming (HC) Event for noting and support.

**BACKGROUND AND DISCUSSION**

057HC is an existing event in its 5<sup>th</sup> year hosted in the municipality. Last year (2016), the Municipality supported the event with an amount of R380 000.00 for the exclusive rights to the VIP section and the event's attendance is at 8000 people of which 35% is from other Provinces. The 057 Home coming event has indicators of Local Economic Development in the following sectors:

- Tourism
  - This event was continues to boost inbound and outbound Tourism
  - Reduces seasonality in terms of Tourism sector in the municipality.
  - Create unique brand of Tourism in Matjhabeng

**SMME Development**

- This event has been seen to improve socio-economic conditions via SMME and community skills development, job creation and youth and women empowerment.
- The event has a Arts, Taste and craft markets whereby the community is invited to come and trade
- The event staff and suppliers utilized for the event are selected based on a frame work of whether they are youth, previously disadvantaged and male/ female.
- Creates job opportunities to the inhabitants of Matjhabeng

During its sitting in March 2017, directors of 057 HC made a presentation before the Mayoral Committee and **THE MAYORAL COMMITTEE RESOLVED: (22 MARCH 2017)**

1. That the organisers of the event **BE REFERRED** to the LED Department.
2. That they **SHOULD REQUEST** financial assistance from the Department of Tourism.
3. That no event should take place in Matjhabeng area **WITHOUT AUTHORIZATION** by the Municipality.

The Directors were accordingly invited to present before the management of the LED, Directorate where clarity was sought and it became clear that the initiative is now willing to establish a more sustainable relationship with the Municipality. However, they were cautioned of the financial limitation from the Municipality despite the concept being good.

The details are contained in the proposal as attached on pages## of the annexure.

The Directors further visited the Municipality in order to meet other requirements and compliance issues like the Section 4 and that is being processed

### **Beneficiaries and what the project must achieve**

- Act as a platform to market the municipality through the concept
- Increase and encourage visitation and expenditure within the municipality
- Provide stimulus for additional infrastructure development in Matjhabeng
- Improve the total socio economic conditions in the municipality
- Assist the municipality in the collection of accounts in arrears from role-players (Guesthouse owners) that benefit monetarily from the event.
- Municipality generates income via utilization of municipal facilities ( billboards advertising, venue hire)
- Organizers are willing to utilize Matjhabeng database of the SMME required and qualified
- The Municipality has an opportunity to be a part of the social responsibility program namely 057HC cares initiative whereby the organizers commit 15% of gate taking to a shoe and uniform drive for disadvantaged kids.

**\*\*\* ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM842017**

### **Consultation**

LED MMC's

### **FINANCIAL IMPLICATIONS**

- The Organizers hereby request financial support amounting to **R 1 043 040.00** (One million and forty three thousands rands only)

### **POLICY POSITION**

- National Development Plan
- Lejweleputswa Tourism Strategy
- Matjhabeng Tourism Plan
- SMME development policy

### **RECOMMENDATION**

- That Management considers and supports the 057 Home Coming event as a partnership initiative

EM85/2017

**REPORT ON THE CURRENT STATUS AS WELL AS RAFT FOUNDATIONS THAT WERE CASTED ON VARIOUS ERVEN: SAAIPLAAS EXTENSION 14 VIRGINIA (AED: LED/P&HS)**

**PURPOSE**

The purpose of the report is to inform **EXCO** about the current status of the 264 residential erven in Saaiplaas Extension 14, Virginia, and

To request that a proposal be submitted to the MEC Human Settlements in order to resuscitate the development.

**BACKGROUND AND DISCUSSION**

Initially the project was a joint venture for SAMWU-NUM Housing PTY (Ltd) and the first Institutional Subsidy Project in the Free State. The project was partially funded by Saambou bank and the then Provincial Housing Board.

Saambou bank topped -up the project with R20 000 and subsidy quantum from the former Provincial Housing Board was **R18 400**. Sixty-two (62) houses were completed but before the township register was opened Saambou Bank was liquidated. This also resulted in the liquidation of SAMWU-NUM Housing PTY (Ltd).

The liquidators opened the township register and transferred the **62** completed houses into the names of the occupants.

The remainder of the 264 properties consisting of **60** serviced erven **with** raft foundations and **204** serviced sites have now been transferred to the Matjhabeng Municipality.

The approach is to approach the Provincial Department to consider approval of individual subsidies on the 204 serviced sites, while the 60 with foundations will be attended when an engineering report confirming the strength and safety has been obtained.

On receipt of the engineer report confirming the strength of the raft foundations construction work can commence immediately. Bulk services (storm water drainage, sewerage, water and electricity) are available. The area has gravel roads.

**\*\*\* ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM852017**

*Find a map indicating the sites where raft foundations were casted. Below are 60 erven as they appear on the locality map:*

6719, 6720, 6721, 6722, 6723, 6724, 6725, 6726, 6727, 6728, 6729, 6730, 6731, 6732, 6733, 6734, 6735, 6736, 6745, 6746, 6747, 6748, 6749, 6750, 6751, 6752, 6753, 6754, 6755, 6773, 6774, 6775, 6776, 6777, 6778, 6779, 6780, 6781, 6782, 6783, 6802, 6803, 6804, 6805, 6806, 6807, 6808, 6809, 6810, 6811, 6812, 6813, 6814, 6815, 6816, 6821, 6822, 6823, 6824 & 6825

In order to stimulate the redevelopment of the available vacant erven in Matjhabeng Council resolved as follows in terms of Resolution SA4/2014:

- 1. That Council CONFIRMS that the erven in the following areas zoned for residential development in Flamingo (up market), Kitty (inclusionary), Allanridge ±840 erven, Ventersburg – Extension 6, Hennenman, Virginia Extension 10, Odendaalsrus Extension 13, Welkom – Naudeville Extension 2, Welkom – Rheeder Park Extension 2, Welkom – Flamingo Park Extension 5, Welkom – Riebeeckstad Extension 1, Thabong – Thandanani area, Thabong Extension 6, Saaiplaas, Dagbreek are not required for provision of municipal services.*
- 2. That the development proposals BE INVITED in terms of the requirements and the MFMA.*
- 3. That the Municipal Manager BE AUTHORIZED to conclude Land Availability Agreement with the developers in compliance with the legislative framework.*
- 4. That when the developed erven are disposed they be DISPOSED within the values as obtained in the Municipal Valuation roll.*
- 5. That in area where bulk services are not available, Service Level Agreement BE CONCLUDED with the developers to develop such services at its own costs.*
- 6. That the Municipal Manager to report PROGRESS to Council every (3) three months.*

In an endeavor to address the Saaiplaas housing need, a preliminary list of 199 potential beneficiaries was then submitted and it is herewith attached as an annexure.

The final list will be submitted once status on other beneficiaries has been confirmed

## **FINANCIAL IMPLICATIONS**

Subsidy Housing Funding would be requested from the Provincial Department of Human Settlements.

## **LEGISLATIVE FRAMEWORK**

### **POLICY POSITION**

- **The Constitution of South Africa 1996**

Section 26 of the Constitution of the Republic of South Africa, 1996, states that everyone has the right to have “access to adequate housing”

- **Housing Act of 1997 as amended (second amendment Act. No 60 of 1999)**

Section 9 of the Housing Act of 1997 section 1 as amended, states that every Municipality must, as part of the municipality's process of integrated development planning, take all reasonable and necessary steps within the framework of national and provincial housing legislation and policy to- Ensure that- "the inhabitants of its area of jurisdiction have access to adequate housing on a progressive basis"

#### **RECOMMENDATION**

- That Exco takes note of the report
- That Exco to submit a proposal to the MEC Human Settlements to approve subsidies to resuscitate the development where BNG is applicable.
- That where applicable, a gap market approach be considered

EM86/2017

**REPORT ON RELOCATION OF FESSY KIDS ENTERTAINMENT CITY FROM THABONG TO KALKUIL FARM 153 RD PORTION 2 NEXT TO MIMOSA PARK ODENDAALSUS TO (AED: LED & H/S) (18/4/1/32)**

**PURPOSE**

The purpose of the report is to inform the Section 80 Committee about the intentions relocate Fessy Kids Entertainment City which is currently located at Mxi Street in Thabong next to Thabong Stadium to an identified piece of land (Kalkuil Farm 153 RD Portion 2 next to Mimosa Park Odendaalsrus).

**BACKGROUND**

Fessy Kids Entertainment City is a project which is directed and managed by Ms. Fes Kutunga who is a young female entrepreneur with a vision and mission of shaping the future young people around Matjhabeng Local Municipality and the surrounding areas. She approached the Municipality with her unique concept during 2015 and was allocated a site in Thabong next to Thabong Stadium which was turned into a dumping area by the nearest community. The following are the reasons for the relocation of the project to Kalkuil Farm 153 RD Portion 2 next to Mimosa Park Odendaalsrus:

- The area is not having an ERF number which makes it difficult for infrastructure development (e.g. Water and Sewage System).
- The permit given to her was temporary (12 Months permit).
- Machinery utilised at the project demand three phase electrical system (as per ESKOM specifications).
- No proper drainage system (the area is flooding during heavy rains).

**\*\*\* ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM862017**

*Find the attached letters of request and pictures.*

**DISCUSSION**

**Fessy Kids Entertainment City** presented their concept again to Matjhabeng Municipality Local Economic Development Directorate in July 2017 citing various challenges that they were confronted with at their previously allocated piece of land in Thabong. Their mission is to optimize production and empowerment of SMMEs through stalls and mentoring Youth in particular.

The project will benefit the Municipality on the following:

- Creation of more job opportunities for youth as 12 young people are already hired in different fields as per their skills (e.g. Security Officers, Operators, Events Coordinators, Marketing Officers and Health and Safety Officers).
- Reducing levels of alcohol and drug abuse amongst young people through educational awareness will continue to be conducted by the Entertainment City.
- Accommodating Orphans, Disabled and HIV affected Children by involving them in the project.

## **POLICY POSITION**

Commonage By law

Commonage Policy

Policy on disposal of immovable asserts

## **LEGAL IMPLICATIONS**

Lease Agreements to be entered into between the Municipality and Fessy Kids Entertainment City

**\*\* See draft memorandum of Agreement (Lease Agreement) and permission letter on pages to of the annexures.**

## **FINANCIAL IMPLICATIONS**

None

## **RECOMMENDATION**

That the lease Agreement be concluded between Matjhabeng Local Municipal Council and Fessy Kids Entertainment City with regard to a piece of land (Kalkuil Farm 153 RD Portion 2 next to Mimosa Park Odendaalsrus) for a period of Five years.



EM87/2017

**PROGRESS REPORT ON ESTABLISHMENT OF MATJHABENG ECONOMIC ADVISORY COUNCIL (AED: LED & H/S) (3/3/19)**

**PURPOSE**

To present a progress report on establishment of Matjhabeng Economic Advisory Council (MEAC).

**BACKGROUND**

The Municipality successfully conducted an Economic Growth Summit which was held over two days on 4<sup>th</sup> to 5<sup>th</sup> December 2013 themed *“Creating economic growth through the green economy”*

. The objectives of the summit were to: -

- Chart new path by diversifying the local economic landscape to respond to economic challenges resulting from reliance on mining activities.
- To create a platform and expedite the development of a local economic strategy.
- To lay the basis for the municipality to forge strategic partnerships with primary role players in economic development.
- To enable the municipality to drive social and community development in its area of jurisdiction, and

One of the resolutions to be implemented was the establishment of Economic Advisory Council which tailored to guide economic trajectory and growth of the municipality.

The advisory council is aimed to inter alia provide the latest expert knowledge on issues related to economic development, provide input and advice on the business plan of the Matjhabeng Economic Sector.

**PROGRESS**

Council (A36/2017) on its siting resolved that: -

- Council **approves** the establishment of Matjhabeng Economic Advisory Council (MEAC) to advise on changing the economic characteristics of the area
- That due to financial constraints, an option of getting volunteers be explored and Councilors must recommend people who are interested to serve in that committee to the Executive Mayor
- That Council mandates the Executive Mayor to investigate how this is done in other municipalities
- That members of the advisory Council must not exceed ten

- That the Acting Municipal Manager must place an advertisement in newspapers for people who would be interested in serving in the MEAC
- That in the event of getting somebody from outside Matjhabeng area who would use his/her energy, time, resources and ideas, the municipality should pay out-of-pocket-expenses

## **ADVERT**

An advert that was placed on the 12<sup>th</sup> April 2017 inviting people to serve in the Economic Advisory Council, closing date was 15 May 2017. 16 CV's were received.

## **RE – ADVERT**

By the instruction of MMC to re-advertised on national newspaper so as to attract all South Africans with interest. The invitation was re-advertised on the 2<sup>nd</sup> August 2017 of which Closing date was the 25<sup>th</sup> August 2017.

**\*\*\* ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM872017**

*Find copies of the advert and the Long List is attached.*

## **BENCHMARK WITH OTHER MUNICIPALITIES**

Benchmarking has been conducted with municipalities of similar category and most of them they don't have the structure, only few has similar but under the Development Agency which is the entity of the municipality, and they have board members.

The objective is still the same, as to cultivate an environment to grow the economy through facilitation, implementation and management of developments with a specific focus on economic development and investment.

## **REMUNERATION OF MEMBERS**

- Remuneration is done in terms of Treasury Regulations 20.2.2, to pay members.
- It only covers payment or stipend for sitting of meetings and Travelling allowance
- In cases where a research is to be conducted a municipality should use its own discretion in accordance with MFMA

## **LEGAL IMPLICATIONS**

- The integrated development plan
- Spatial development framework
- Free state growth and development strategy (2005-2014)
- The new growth path
- National development plan (NDP) 2030
- Municipal finance Management Act

- Treasury Regulations for departments, trading entities, constitutional institutions and public entities (**Attached on page to page of the Annexures**)

## **FINANCIAL IMPLICATIONS**

There are financial implications involved of which payment should be sourced from relevant vote

## **RECOMMENDATION**

- That the Committee recommend for endorsement by Council

**EM88/2017**

**PROPOSAL – THE GRAND PARK AMUSEMENT RANCH (AED: LED & H/S) (13/1/6)**

**PURPOSE**

To request approval of the Committee to allow Grand Inner-Base Live to present their concept.

**BACKGROUND**

The company submitted a request to utilise the dilapidated Welkom Show grounds, fix and maintain it with their funds.

**PROJECT OBJECTIVES**

The initiative of grand park amusement will not only boost the economy but also bring back the glory of Goldfields, as it will serve as a source of job creation and more importantly a tourist attraction destination. Welkom Show Grounds is vandalised and a burden on the municipality in terms of security and maintenance, acceptance of the proposal will also afford the municipality to collect revenue per the lease agreement.

**\*\*\*ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM882017**

*Find the Project proposal and presentation attached.*

**FINANCIAL IMPLICATIONS**

None

**LEGAL IMPLICATIONS**

MFMA

**RECOMMENDATION**

1. That the Committee afford the company to present
2. That Committee advice and recommend to the Mayoral Committee

**EM89/2017**

**ALLOCATION OF LAND FOR INFORMAL BUSINESSES (AED: LED & HS) (8/3/1)**

**PURPOSE**

The purpose of this item is to submit a report on allocation of land for informal businesses as requested by Land Ad-hoc Committee.

To report on land audit progress used for car wash and containers, as resolved by Land Ad-hoc Committee.

**BACKGROUND AND DISCUSSIONS**

Municipality has established a special standing committee to oversee and address challenges regarding the Municipal land, the Adhoc committee then requested a report on land being utilised by informal businesses to put containers and car wash.

For the Matjhabeng, informal trading is a positive development in the micro businesses sector as it contributes to the creation of jobs and alleviation of poverty and has the potential to expand further the municipal's economic base.

National and provincial strategies affirm a commitment for development of local government's economic foot print, to create a well- managed informal trading sector which talks to the needs of its stakeholders and is effectively integrated into the economic and social development goals of the municipality.

To create opportunities for the informal trading sector and share in the benefits of economic growth, the division should provide a stable and predictable regulatory and management of an environment, a positive relationship with the formal sector will be natured so that the sectors operate effectively alongside each other in an environment that fosters sustainable economic growth.

It is therefore the mandate of Local Economic Development and Planning to ensure that informal sector need to be better located to improve their access to social amenities and economic opportunities trading or producing goods on better located land.

The Directorate has also undergone a process of identifying land for informal businesses, proclaiming of such land is a necessity to support upcoming businesses and, apart from a growing economy in which the benefits of growth reach all sectors of society. Probably resides in state action to manage land, creating enabling and efficient regulations and administrative systems. It will also give people access to markets, which improves the potential for sustainable poverty alleviation, after completion of the exercise the request will be submitted to council for approval.

## CURRENT SITUATION

The applicants submit the request to use the land they have identified for their business purposes e.g. car wash, containers etc. The procedure being used is: -

### **Applicant**

Criteria – previously disadvantaged

Citizenship – first preference to Matjhabeng residents

Profiling – Register on SMME database, registration status (in terms of **Companies and Intellectual Property Commission** (CIPC))

Issuing of application form

### **Office use**

Conduct site inspection

Verification of site/land

Source comments/inputs

Issue temporal permits

### **Requirements**

RSA Identity document, Business/work permit, asylum seeker for foreigners

Proof of address (rates & taxes), affidavit by landlord

Declaration of business interest, assistance required.

Identification of location details

### **Requirements**

Vehicle

Check deed registration, zonal details and availability of infrastructure

From Development Planning, Land Affairs and Spatial planning

Issue an annual permit

## CHALLENGES

- Experiencing illegal use of land if the identified land is not approved and applicant asked to look for an alternative.
- Invading of land by community members not requesting from the municipality,
- Ward Councilors approving the usage of land without consulting the relevant departments
- Interference with traffic
- Sites that are without infrastructure
- Disputes over sites

It is in this regard that the formation of the inter-departmental committee is required to scrutinize application forms so that these challenges can be addressed. Each department will responsible for its own specialties.

## LAND ADHOC COMMITTEE RESOLUTIONS

After presenting a report to the Land Adhoc Committee the following resolutions were taken.

The committee resolved that: -

- The division conduct an audit of containers and car washes currently utilising land,
- The division draw a flowchart on processes of issuing a permit
- The division draft a policy regarding management of informal businesses

**PROGRESS ON IMPLEMENTATION OF THE RESOLUTIONS****Resolution 1**

Below is the progress report on auditing of containers, due to lack of resources (shortage of staff, cars) the audit is still ongoing and will be finalised mid- June 2017.

***VIRGINIA***

<b>Name &amp; Surname</b>	<b>Place</b>	<b>Kind of Business</b>	<b>Permit</b>	<b>ERF No/address</b>	<b>Water Meter</b>	<b>Electricity</b>	<b>Validity of the Permit</b>
1. Seema Thaba	Saaiplaas	Five star Car Wash	No	Cnr Messina and Namaqua Str	Illegal connection from house no 8 Messina	No	
2. Elizaberth Likotsi	Saaiplaas	Shark – for storage	No	Cnr Mesina str	No	No	
3.	X5 Taxi Rank	Container (Salon)		Cnr Mesina str, On the Pavement	No	No	
4.	Opposite Saaiplaas Complex,	5 Illegal structures of Sharks	No	No	No	No	

***MERRIESPRUIT***

<b>Name &amp; Surname</b>	<b>Place</b>	<b>Kind of Business</b>	<b>Permit</b>	<b>ERF No</b>	<b>Water Meter</b>	<b>Electricity</b>	<b>Validity of the Permit</b>
1. Juliet Hogo	Merriespruit	Car Wash	Yes	No193 Dennie Erasmus	Meter	Generator	07/12/2001 7 Still valid
2. Jonny Nomandla	Merriespruit	Tube and tyre	Yes	No193 Dennie Erasmus	No	Yes, Eskom	Expired

***MELODING***

<b>Name &amp; Surname</b>	<b>Place</b>	<b>Kind of Business</b>	<b>Permit</b>	<b>ERF No</b>	<b>Water Meter</b>	<b>Electricity</b>	<b>Validity of the Permit</b>
1. Godfrey Thelatsane	Meloding	Car Wash (ZELA west)	Yes	Opposite Library	Yes	Hostel	Expired
2.	Meloding	Container	No	Opposite Reatilehile school	No	No	
3.		Car wash	No	Open space	No	No	

back of  
Sample  
complex

4.		Container	No		No	No
5.	Tshi diso Mafume kwanene	Stilte Park Meloding Fast food – Illegal structure	No	Front of 2214		
6.		Illegal structure	No	No	No	No
7.	Thuso Slin do	Phahameng Sprinter Car Wash	No	Front of 4024	No	No
8.	Neo Morake	Phahameng Car Wash	No	Front of 4014	No	No
9.	Ayanda Bakana	Stilte Park Meloding Car Wash	No	Front of 1579	No	No

### ***KUTLWANONG***

<b>Name &amp; surname</b>	<b>Place</b>	<b>Kind of business</b>	<b>Permit</b>	<b>ERF No</b>	<b>Water metre</b>	<b>Electricity</b>	<b>Validity of the Permit</b>
	Kutlwanoong	Three shacks closed		Opposite to taxi rank Block 5			
Billy Sakela		Sell tyres	No	Opposite to taxi rank Block 5	No	No	
Madipholo Marumo		Market	No	Opposite to taxi rank Block 5	No	No	
Khama Khama	Kutlwanoong K1	Market	No	No ERF No	No	No	
Chani mothombeni	Kutlwanoong	Salon	No	5423 Park	No	No	
Fihliwe Mlesu	Kutlwanoong K5 taxi rank	Fast Food	No	No ERF No	No	No	
	Kutlwanoong K4	Closed container	No	No ERF No	No	No	
	Opposite to ZCC Kutlwanoong K3	Closed Container	No	No ERF No	No	No	
	Opposite to tswelopele	Closed Market	No	No ERF	No	No	



	bakery Block 5						
Sibongile & Dasheka	Kutlwanong	Take away	No	K4	No	Yes	
Molefi Mokoena	Kutlwanong	Fruits and Vegetables Market	No	K4	No	Yes	
Teboho Mafisa	Kutlwanong	Car wash	Yes	13,0 K4	No	No	Expired
Ramatsebe	Kutlwanong	Market	No	K4	No	No	
Mapetla	Kutlwanong	Harambee car Wash	Yes	K4	No	No	Expired
Rasta Fonya	Kutlwanong	Market	No	Block 4 main road	No	No	
Samuel Mastitsi	Kutlwanong	Market	No	Block 7 Next to 6644 Main Road	No	No	
Patrick Motshabi	Kutlwanong	Mini Butchery & Mini Tuck Shop	Yes	Main Road K8	No	Yes	Still valid
Jabu	Kutlwanong	Market	No	Main Road K5	No	No	
	Kutlwanong	Closed to Shacks	No	Main Road K5	No	No	
Jwalane Thobala	Kutlwanong	Salon	No	Main Road K8	No	No	
Thulo	Kutlwanong	Market	No	Main Road	No	No	
Kopano	Kutlwanong	Market	No	Main road	No	No	
	Kutlwanong	Empty Container	No	Main Road K5	No	No	
Monaheng Masiteng	kutlwanong	Car wash	No	Main road K8	No	No	
Sizane Mbelekwane	Kutlwanong	Car wash	No	Main road K8	No	No	
Empty	Kutlwanong	Market	No	Main road K5	No	No	
Roux	Kutlwanong	Market	No	Main road K8	No	No	
Masonwabe Bheme	Kutlwanong	Matjhabeng Car wash	No	Main road K8	No	No	
	Kutlwanong	Fruit & veg market	No	Main road K8	No	No	
Koena Mokhalinyane	Kutlwanong	Container cell clinic	No	Opposite taxi rank	No	No	
	Kutlwanong	Cash loan	No	Opposite taxi rank	No	No	
Thabo Makau	Kutlwanong	Barber shop	No	Opposite taxi rank	No	Yes	
Radebe	Kutlwanong	Container for electricity, phone and airtime	No	Opposite taxi rank	No	No	
	Kutlwanong	Illegal structure	No	Opposite taxi rank	No	No	
Pastor	Kutlwanong	Fruit & veg	No	Opposite taxi	No	No	

		market		rank			
	Kutlwanong	Illegal structure	No	Opposite taxi rank	No	No	
Lucas	Kutlwanong	Container tuck shop	No	Opposite taxi rank	No	Yes	
	Kutlwanong	Illegal structure	No	Opposite taxi rank	No	No	
	Kutlwanong	Market	No	Opposite taxi rank	No	No	
	Kutlwanong	11 closed shacks	No	Next to police station	No	No	
Modise	Kutlwanong	Fruit & veg market	No	Main road corner road to municipality office	No	No	
Sarah Nkuna	Kutlwanong	Market	No	Next to sassa	No	No	
Fatima Velankulu	Kutlwanong	Market	No	Next to sassa	No	No	
Dimpho Seipobi	Kutlwanong	Market meat	No	Block 6 Main road	No	No	
	Kutlwanong	Illegal Structure	No	Block 6 Main road	No	No	
Samuel Masivila	Kutlwanong	Shoe repairs	No	Block 6 ward 20 main road	No	No	
Moseki Letshoenyo	Kutlwanong	Old bus stop Car wash	Yes	Block 4 Main road	Yes	No	Expired
Ramasilo	Kutlwanong	Container public phone	No	Block 4 Main road	No	Yes	
Molefi	Kutlwanong	Market	No	Block 4 Main road	No	No	
Josias Nkala	Kutlwanong	Fruit & veg market	No	Main road	No	No	
	Kutlwanong	Closed Shack	No	Main road	No	No	
Cicilia Mokhele	Kutlwanong	Take away	No	Main road K8 taxi rank	No	No	
Lizibeth Mokodutlo	Kutlwanong	Food staff	No	Sechaba K6	No	No	
Joseph Motaung	Kutlwanong	Mobile barber shop	No	K6	No	No	
Patric Motshabi	Kutlwanong	Mini Butchery	Yes	Bam shop front K6 (5423)	No	Yes	Still valid
	Kutlwanong	Two Illegal structure	No	Main road	No	No	
Paulus Lebesse	Kutlwanong	Fruit & veg market	No	Main road K8	No	No	
	Kutlwanong	Car wash	No	Main road K8	No	No	
Seun	Kutlwanong	Barber shop	No	Main road Corner Bazabaza	No	No	
France Letsika	Kutlwanong	Thabo's market	No	Bazabaza K9	No	No	

				Opposite 9127			
Papiki Bekeer	Kutlwanong	Fast food	No	Bazbaza K9 Opposite 9124	No	No	
Seleke Ramokonopo	Kutlwanong	Car wash	No	Main road K9 Opposite 7895	No	No	
Moeketsi Mapohapona	Kutlwanong	Market	No	Main road K9 Opposite 7918	No	No	
Zusile Taaibos	Kutlwanong	Car wash	No	Opposite 1276	No	No	
Ndade	Kutlwanong	Car wash	No	K9 Opposite 9289	No	No	
Minoski	Kutlwanong	Car wash	No		No	No	

**ODENDAALSRUS**

MOoreko Lara	Odendaalst rus	Car wash	Yes		Yes	No	Expired
Tiisetso Maooa	Odendaalst rus	Container for CD, DVD, Clothes	Yes	Opposite Thabo & Taxi rank wholesales	No	No	Expired
Lebohang Rantsiane	Odendaalst rus	Caravan Car macheinic	No	Opposite to thabo & Taxi rank wholesales	No	No	

**NYAKALLONG**

<b>Name &amp; Surname</b>	<b>Place</b>	<b>Kind of business</b>	<b>Permit</b>	<b>ERF No</b>	<b>Water Metre</b>	<b>Electric ity</b>	<b>Validity of the Permit</b>
	Nyakallong	Closed shack	No	Nkalallong taxi rank	No	No	
Gordon(Mashia letebele)	Nyakalong	Sells car parts	No	Next to Tshireletso primary school	No	No	
Gordon Williams	Nyakallong	Fast food	No	Corner of tshireletso primary school	No	No	
Marry Semousu	Nyakallong	Shack	No	Next to Tshireletso primary school	No	No	
	Nyakallong	Closed shack	No	Next to Tshireletso Primary school	No	No	
Mantie Tebedi	Nyakallong	Fast food	No	Opposite nyakallong clinic	No	No	
Ellase Molio	Nyakallong	Fruit & veg market	No	392 Taolo Taedi	No	No	
	Nyakallong	Container closed	No	Next to diwai projects	No	No	
	Nyakallong	Container closed	No	Opposite	No	No	

				leratong school			
Ntswaki Moss	Nyakallong	Fruit & veg market	No	Corner of Modise	No	No	
Mepereko	Nyakallong	Fruit & veg market	No	Corner of mathlarantleng	No	No	
Thabiso	Nyakallong	Tebza Car wash	No	Corner of K9 Mathlarantleng	No	No	
Papi Lebone	Nyakallong	Salon	Yes	Portion of mathlarantleng	No	No	Expired
Johannes Mahlatsi	Nyakallong	Market	No	Opposite nyakallong general dealer	No	No	
Khensani Nkuna	Nyakallong	Salon & shoes repairs	No	Opposite nyakallong general dealer	No	No	
Dimakatso Tlhone	Nyakallong	Market	No	Opposite 2729	No	No	
	Nyakallong	Food stuff	No	Opposite 1430	No	No	
	Nyakallong	Market	No	Opposite 2729	No	No	
	Nyakallong	Market	No	Next to wesi secondary	No	No	
George Sithole	Nyakallong	Tube & tyre	Yes	5828	No	No	25/05/2016 Expired
Buti Nonyane	Nyakallong	Market	No	Opposite 1476	No	No	
Mathabiseng Matee	Nyakallong	Market	No	Next to Dihwayi Primary	No	No	
Bovette Mthombeni	Nyakallong	Market	No	Opposite Hall	No	No	
Mamaloko Nhlapo	Nyakallong	Market	No	Next to makhotho primary	No	No	
Setjhaba Lenkoane	Nyakallong	Car wash	No	Opposite 1547	No	No	
Misiwe Matoane	Nyakallong	Market	No	Opposite 1546	No	No	
Matsedisio	Nyakallong		Yes		No	No	21/07/2017 Expired

### Thabong report

NAME & SURNAME	PLACE	KIND OF BUSINESS	PERMIT	ERF NO	WATER METER	ELECTRICITY	Validity of the Permit
Silvia Nyama	Thabong	Fast food	No	Constantia road next to Lenakeng School	No	No	
Hope( Nigeria)	Thabong	Salon	No	Constantia road next to Lenakeng School	No	No	
	Thabong	Closed container	No	Constantia front Lenakeng School	No	No	
Mthunzi Tshabalala	Thabang	Black move Car wash	Yes	8312	Yes	Yes	Valid
	Thabong	Closed container	No	Constantia road	No	No	
	Thabong	Closed container	No	Constantia road hostel	No	No	
	Thabong	Closed container	No	Next to warenela modikeng road	No	No	
Semahla Toloane	Thabong	ABA Market	No	Corner Mokhomomo	No	No	
Fusi Ramabele	Thabong	Food stuff	Yes	Corner Nkoane			Valid
Moyiko Toto	Thabong	Market	No	Corner Khumalo & Mothusi road	No	No	
Paul Simango	Thabong	Salon	Yes	8060	No	Yes	Expired
	Thabong	Car wash	Yes	Mxi Street next to Thabong stadium	No	No	Valid
Flatha	Thabong	Fezzy kids entertainment	Yes	MXI Street next to Thabong stadium	No	No	Valid
	Thabong	Shoe repair	No	Corner Nkoane & Mthusi	No	No	
Matuka Moseli	Thabong	Car wash	No	Corner Morake & Mthusi next to 6264	No	No	
Papi Seliane	Thabong	Car wash	Yes	Corner	No	No	Valid

				mothusi and masole street			
Mathapelo Seliane	Thabong	Container public phone	Yes	Corner Chume and mothusi road	Yes	Yes	Valid
Patric Baloi	Thabong	Panel beating	No	Next to majakathata	Yes	Yes	Expired
Patric Khumalo	Thabong	Manufacturing trailers	Yes	Constantia road	No	No	Expired
Klaas Modipa	Thabong	Manufacturing Slaps	Yes	Constantia road	Yes	No	Expired
Daniel Mahlane	Thabong	Pawn Shop	Yes	Constantia road	Yes	No	
Sasa	Thabong	Maritjhing car wash	Yes	Constantia road next to power station	Yes	Yes	Expired
Khotsi Nkone	Thabong	Car wash	No	Opposite Teto School	Yes	Yes	
Oliver Hans	Thabong	Car wash	Yes	Opposite oppenheimer complex	No	No	Valid
Koos Francis	Thabong	Depot	Yes	Opposite complex	No	No	
Ishmael Mesa	Thabong	Panel beater	Yes	Opposite oppenheimer complex	No	No	Expired
John Bodiso	Thabong	Car wash	Yes	Next to Letsete School	Yes	No	Valid
Du	Thabong	Closed shack	No	Behind maleka complex	No	No	
Dumisane Ndlovu	Thabong	Entertainment park	Yes	Opposite 16706	Yes	No	Expired
	Thabong	Closed container	No	Opposite 1105	No	No	
Moji	Thabong	Container tuck shop	No	Corner Constantia	No	No	
Lehlohonolo	Thabong	Market	No	Constantia road	No	No	
Dlamini	Thabong	Market	No	Constantia road	No	No	
Matle	Thabong	Container fast food	No	Contantia road	No	No	
Lerato Mokojo	Thabong	Market	No	Constantia road	No	No	
Mokete Selelane	Thabong	Manyakeng fast food	No	Corner Constantia and moroka	No	No	

				street			
	Thabong	3 Market	No	Opposite mokgoabone school	No	No	
Tina argentina	Thabong	Container Fast food and market	Yes	Front Senogo complex	No	No	Expired
Masumpa	Thabong	Workshop	No	Front Senogo Complex	No	No	
Kaizer	Thabong	New age car wash	No	Front Senogo Complex	Yes	No	
	Thabong	Market	No	Front senogo comlex	No	No	
	Thabong	Car wash	No	Phakathi street opposite 22071	No	No	
	Thabong	Car wash	No	Phakathi street opposite street 36726	No	No	
Biza	Thabong	Group 11 Car wash	No	36703 Phakathi street	Yes	Yes	
Itumeleng	Thabong	Fast food	No	36703 Phakahi street	Yes	Yes	
	Thabong	Bizisin box	Yes	36703 Phakathi street	Yes	Yes	Valid
	Thabong	Market	No	Ndaki street	No	No	
	Thabong	Market	No	Ndaki street	No	No	
	Thabong	Market	No	Ndaki street	No	No	
	Thabong	Shoe repair	No	Ndaki street	No	No	
	Thabong	Closed container	No	Mangosuthu	No	No	
	Thabong	Car wash	No	Mangosuthu	No	No	
Matumelo Mokoena	Thabong	Market	No	Corner Marumo and thubelisha	No	No	
Isaac Mashaba	Thabong	Car wash	No	Opposite 9440	No	No	
Teboho Maphachane	Thabong	Market	No	Opposite wesele	No	No	
	Thabong	Closed, Empty Container	No	Opposite dinko complex	No	Yes	
	Thabong	Closed, Empty	No	Opposite	No	Yes	

		Container		dinko complex			
	Thabong	Closed, Empty Container	No	Opposite dinko complex	No	No	
Vusile Masankoane	Thabong	Car wash	Yes	Opposite dinko complex	No	No	Valid
Paseka	Thabong	Washington car wash	Yes	Corner Nkoane and matima street	Yes	Yes	Expired
	Thabong	Car wash	Yes	Opposite zanzibar	No	No	Valid
	Thabong	Fast food	No	Phakathi	No	No	
B Foto	Thabong	Container internet cafe	No	Opposite dinko complex	No	Yes	
	Thabong	Closed container	No	Opposite 21896	No	No	
Mokhethi Mokhethi	Thabong	Motor mechanic container	No	Opposite 29478	No	No	
Madimpho Lefama	Thabong	Car wash	Yes				Valid
Dumile Koki	Thabong	Cash	No				
	Thabong	Closed container	No				
Lehlohonolo Letlala	Thabong	Tube and tyre	No				
Tsediso Moleko	Thabong	Car wash	No				
Phinias Misimango	Thabong	Car wash	No				
Adozinda Sithole	thabong	Market	No				
Keneilwe Qomla	Thabong	market	No				

### Bronville report

Name & Surname	Place	Kind of business	Permit	ERF No	Water Metre	Electricity	Validity of the Permit
Kenneth Mlambo	Ext 15 Hani Park Bronville	Car Wash	No	Way to Masionong mine	No	No	
Tony Mositoane	Ext 21 Hani Park Bronville	Down Town Car Wash	No	Way to Masionong mine	No	No	
Dieketseng	Hani Park						



Nyabanqoe							
Bronville	Fruit & Veg Market	No	Main Road Hani Park	No	No		
Mathapelo Raleting	Hani Park						
Bronville	Fruit & Veg Market	No	Main Road Hani Park	No	No		
Wilson Mkhabela	Hani Park						
Bronville	Fruit & Veg Market	No	Main Road Hani Park	No	No		
Chabedi Chabedi	Hani Park						
Bronville	Take Away	No	Main Road Hani Park	No	No		
Rose Sithole	Hani Park						
Bronville	Fruit & Veg Market	No	Main Road Hani Park	No	No		
MOYANE	Hani Park						
Bronville	Fruit & Veg Market	No	Main Road Hani Park	No	No		
	Bronville	2 Closed Container	No	Opposite Police Station Barendstal	No	No	
John Mashiya	Bronville	Barber Shop	No	Opposite Police Station Barendstal	No	No	
	Bronville	Closed container					
	No	Opposite 1190	No	No			
	Bronville	Closed Container	No	Opposite 301 Barend street	No	No	
Matheile Pule	Bronville						
Mandela Park	Take aways	No	At the corner to way Bronville	No	No		
Askis Coetze	Hani Park	Askis Car Wash	No	At the corner to	No	No	

	Bronville			way Bronville			
	Hani Park Bronville	Closed Container	No	Hani park way to Riebeckstad	No	No	
Lehlohonolo Petlane	Ext 15 Hani Park Bronville	Fast Food	No	Hani park way to Riebeckstad	No	No	
Fani	Ext 15 Hani Park Bronville	Car wash	No	Hani park way to Riebeckstad	No	No	
Nolusapho Sephendu	Ext 15 Hani Park Bronville	Fruit & Veg Market	No	Way to riebeeckstad	No	No	
Lekaota Morero	Ext 15 Hani Park Bronville	Rexan Car Wash	Yes	Way to riebeeckstad	Yes	No	
Makgetsi Malokotsa	Main Road of Bronville	Fruit & Veg Market	No	Main Road of Bronville	No	No	
	Next to Bronville clinic	Fruit & Veg Market	No	Opposite Hani Park Clinic	No	No	
Thabong Khumalo	Ext 15 31402	Fruit & Veg Market	No	31402 ext 15	No	No	
Mlambo I	Opposite 34658 Ext 15	Fruit & Veg Market	No	Opposite 34658 Ext 15	No	No	
Khotsi Nkone	Thabong	Car wash	No	Opposite Teto School	Yes	Yes	
	Dagbreek	Closed container	No	Next to luxmation or opposite Spar	No	No	
	Rietz park twist street	Car wash	Yes	Twist Street	No	No	
	Rietz park twist street	Car Wash	No	Opposite steve tarven	No	No	
Phoka Taole	Rietz park thabong	White stone-Car wash	Yes	No 1	Yes	Yes	
	Jan hof meyer	Closed container	No	Jan hof Meyer next to market	No	No	
	Power Road manny's	Closed container	No	Manny's next to powerbuild	No	No	
Sarmito Mahumane	Power Road manny's	Selling tyres	Yes	Next to circle	No	No	
	Keerom street	Closed container	No	Opposite malen	No	No	
Thabo Mohale	Koppie alleen welkom	Container					

	Rheederspark						
Schurman	Market	No	Coner of schuman	No	No		
	Rheederspark ext12	Car wash	No	Entrance ext12	No	No	
	Rheederspark ext2	Closed container	No	Opposite 765	No	No	

### CHALLENGES ENCOUNTERED DURING AUDIT

- In Kutlwanong and Thabong we encountered threats hence the was a delay of audit because of members of the community,
- We therefore requested security personnel to accompany us of which they will only be available on Monday to complete the remaining towns.

#### Resolution 2

\*\*\* A copy of the flowchart currently used is *attached*.

#### Resolution 3

- Informal Trading and By-laws has since been adopted by council, pending promulgation of by-laws for final approval

**\*\*\* ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM892017**

### PROPOSAL

The Council may, by resolution approve the strategy to set apart and demarcate land for informal trading. It is the mandate of Local Economic Development and planning to ensure that Informal

Traders need to be better located in all Matjhabeng 6 Units to improve their access to social amenities and economic opportunities trading or producing goods on better located land also gives people access to markets, which improves the potential for sustainable poverty alleviation.

There is currently no strategy in place for allocation of land for informal traders especially for light industries, manufacturing, recycling and retail.

The proclaim of such land is a necessity to support informal traders and, apart from a growing economy in which the benefits of growth reach all sectors of society, probably resides in state action to manage land, creating enabling and efficient regulations and administrative systems.

## **LEGAL IMPLICATIONS**

- MFMA
- Spatial Land Use Management Act
- Business Act

## **FINANCIAL IMPLICATIONS**

- None

## **RISKS IMPLICATIONS**

- People invading land
- Illegal connections of water and electricity
- Loss of revenue from illegal occupants

## **RECOMMENDATIONS**

1. That the Committee supports the proposal
2. That the Committee note the audit report

EM90/2017

**SMME DEVELOPMENT – PILOT PROJECT YOUTH BUSINESS CORNERS IN MELODING (AED: LED & H/S) (15/2/3/53)**

**PURPOSE**

The purpose of this report is to give feedback on actual progress in relation to SMME development on youth business corners pilot project in Meloding.

**BACKGROUND**

Youth business corners is a pilot project implemented in partnership with Harmony Gold Mine on their Enterprise Development programme. The project seeks to identify young entrepreneurs with potential to flourish their businesses. This will result in maturity levels wherein they are able to create jobs in their own right leading to stimulus of the economy which is so much desired in Matjhabeng Municipality.

The project goal is to train, coach, mentor and provide infrastructure support, beneficiaries will be selected from potential local youth entrepreneurs of which focus will be on already existing businesses. This programme also aims to give youth a true taste of what it will be like operate independently. To provide efficiency the municipality and other relevant stakeholders will render business support to the beneficiaries.

The pilot project will be at erf 3 Meloding Township in Virginia, the site proclaimed and zoned as business site. The area has bulk and internal infrastructure; however, it lacks formal structures before the erven can be allocated to individual entrepreneurs.

**\*\*\* ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM902017**

*Find a copy of the request for proposal for a Business Youth Corners Development.*

**PROGRESS TO DATE**

The council on its sitting on the 28<sup>th</sup> March 2017 resolved that:-

A35/2017	<p><b><u>SMME DEVELOPMENT – PILOT PROJECT YOUTH BUSINESS CORNERS (EXECUTIVE MAYOR) (15/2/3/53)</u></b></p> <p><b>PURPOSE</b></p> <p>To request support and approval from Council on a pilot project to plan and develop business youth corners in Matjhabeng townships piloting it in Meloding to test the concept.</p> <p><b>DISCUSSION</b></p>	28 March 2017	<b>EXECUTIVE MAYOR</b>	
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	<p>The Executive Mayor presented the item to Council.</p> <p><b><u>COUNCIL RESOLVED: (22 MARCH 2017</u></b></p> <ol style="list-style-type: none"> <li>1. That Council <b>TAKES NOTE</b> of the project.</li> <li>2. That necessary technical support from other departments <b>BE RENDERED</b>.</li> <li>3. That the project <b>BE REFLECTED</b> in the IDP and Budget.</li> </ol>		<p><b>AED: LED, P &amp; HS</b></p>	
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The first meeting between Harmony and Matjhabeng was held on the 16<sup>th</sup> August 2017 to discuss project implementation plan. Some of critical issues discusses were that:-

- Municipality should organize and invite a technical person to advice
- and that a technical team should be formed for the duration of the project
- That the draft concept with specifications be presented in next meeting

The follow-up meeting was then held on the 29<sup>th</sup> August 2017 whereby the technical person was invited, draft concept document was discussed and inputs and comments were made. It was resolved that:-

- Harmony procurement processes will be followed since they fund the project
- That the concept will be presented to Harmony management so that a commitment letter can be issued to Matjhabeng.
- That a letter from the Municipal Manager supporting the project is required.

## LEGAL IMPLICATIONS

- Matjhabeng Informal Trading Policy
- Department of Small Business Development – National Informal Business Upliftment Strategy
- SALGA Municipal Guidelines for Informal Economy Policy: March 2012

## FINANCIAL IMPLICATIONS

Harmony is funding the project to the value of R2m

## RISK IMPLICATIONS

There is no risk identified

## RECOMMENDATIONS

1. That the Committee take note of the progress.

EM91/2017

**REPORT ON THE MASTERS CATERES CHALLENGE(AED: LED & H/S) (15/2/3/55)****PURPOSE**

The purpose of this report is to give feedback on the participation of six caterers in the Free State Masters Caterers Challenge 2017.

**BACKGROUND**

The Free State Provincial Government undertook a commitment during the financial year 2014/15 to support 55 caterers who had a contract that enabled them to provide the overall catering for the government. The support includes skills development from technical catering skills to business management skills.

The Department of Economic, Small Business Development, Tourism and Environmental Affairs (DESTE) in partnership with the International Labour Organisation (ILO) and Bidvest is embarking on development and support of caterers through the Master Caterers Challenge throughout the Free State Province. The challenge will be hosted for the third year in 2017 and the contestants will compete on baking yeast-based and confectionary.

The aim of the Challenge is to build the capacity and skills base of caterers with a view to build more sustainable businesses, creating jobs and rewarding excellence in the hospitality sector.

**\*\*\* ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM912017**

**OBJECTIVE**

The Master Caterers Challenge project is aligned with the tourism objective which is to promote tourism awareness and education.

**ACTION PLAN**

ACTIVITY	DISCUSSIONS/ PROGRESS
Sending of invitations to local caterers	Invitations for the workshop were sent via SMS to more than 135 Catering Companies in Matjhabeng, 13 Caterers attended the workshop and 4 applications were submitted by hand to Ms. Lulama Brooms. Applicants were also allowed to apply online before or on the 17 <sup>th</sup> March 2017.
Workshop	The workshop was held on the 10 <sup>th</sup> March 2017 at Ballroom Hall, Welkom. The purpose of the workshop was for Ms.

	Winnie Sereeco from the International Labour Organisation (ILO) to present the Challenge to the caterers and to elaborate on what the Challenge entails.
Aftercare and support	A formal aftercare program will be designed for the winners. Comprising of support from the ILO to developed access funding model to be used on the ThundaFund crowd funding website, possible access to bank finance through Nedbank and other support from partners.
Training session calendar	A calendar with confirmed dates for training sessions was provided by the ILO, see attached.
Awards Ceremony	The awards ceremony was held on the 24 <sup>th</sup> May 2017. An invitation was sent to Matjhabeng a day before the awards, hence there was no representation from Municipality.
Partners of the Bake-Off Challenge	<ul style="list-style-type: none"> <li>- Department of Economic, Small Business Development, Tourism and Environmental Affairs (DESTEA)</li> <li>- Bidvest Bakery Solutions</li> <li>- Nedbank</li> <li>- Thundafund</li> <li>- International Labour Organisation (ILO)</li> <li>- Central University of Technology (CUT)</li> <li>- Small Enterprise Development Agency (SEDA)</li> <li>- Flanders State of the Arts</li> <li>- Sustainable Enterprise Development Facility (SEDF)</li> </ul>

### **BENEFICIARIES OF THE CHALLENGE**

- The beneficiaries of the competition are caterers registered on the database of the partners in the Free State Province and youth that have a formal catering qualification.
- Up to 75 caterers will be selected in a short listing process managed by the members of the Provincial Steering Committee.



Categories of the bake off are:

<b>Category 1: Yeast-based, which includes products such as:</b> <ul style="list-style-type: none"> <li>▪ Donuts</li> <li>▪ Danish pastry</li> <li>▪ Hot cross buns</li> <li>▪ Cheese breads</li> <li>▪ Chelsea buns</li> <li>▪ Rusks</li> <li>▪ Breads and rolls</li> <li>▪ Pizzas</li> </ul>	<b>Category 2: Confectionary, which includes products such as:</b> <ul style="list-style-type: none"> <li>▪ Muffins</li> <li>▪ Banana loaves</li> <li>▪ Cakes</li> <li>▪ Lamingtons</li> <li>▪ Cupcakes</li> <li>▪ Ginger loaves</li> <li>▪ Queen cakes</li> <li>▪ Swiss rolls</li> </ul>
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Matjhabeng participants won the following prizes at the Awards Ceremony:

COMPANY	OWNER	PRIZE
1. Golden Goose	Ms. Rethabile Maimane	1 <sup>st</sup> prize winner in the confectionary category: - R10000.00, 1000.00 worth of grocery and mobile kitchen.
2. Dream Events	Ms. Sophie Makaong	1 <sup>st</sup> prize winner in the youth confectionary category: - R2000.00, R1000 worth of grocery and mobile kitchen.
3. Tozi Consulting Services	Ms. Vuyelwa Matsheke	1 <sup>st</sup> prize winner in the yeast-based category: - R10 000.00 and R1000.00 worth of grocery.
4. Monica Trading	Ms. Monica Molefe	2 <sup>nd</sup> prize winner in the confectionary category: - R6000.00 and R1000.00 worth of grocery.
5. Dawn Cornell	Mr. Cornel Miti	3 <sup>rd</sup> prize winner in the yeast category: - R3000.00 and R1000.00 worth of grocery.

**POTENTIAL ECONOMIC BENEFITS**

- Improve quality of life for local communities and businesses
- Youth empowerment
- SMME empowerment and development through skills transfer.
- Job creation
- Capacity and skills
- Opportunity to market the municipality and the province through the concept

**FINANCIAL IMPLICATIONS**

R28 160.00 for transporting 8 caterers to attend training in Bloemfontein.

Matjhabeng Local Municipality also provided the following support:

- Provided a venue to host the first workshop (briefing session).
- Sending of invites to the local caterers to attend the workshop.
- Support to assist the caterers to complete applications.

**LEGAL IMPLICATIONS**

- The Constitution of the Republic of South Africa 1996
- The White paper on National Tourism Policy as amended in 1996
- Tourism BEE Charter
- National Tourism Sector Strategy
- Matjhabeng Tourism Sector Strategy

**RECOMMENDATION**

That the Committee take note of the report.

**EM92/2017**

**STATUS QUO REPORT ON MASIMONG 4 ESTATE AND MERRIESPRUIT  
DEVELOPMENT RESIDENTIAL UNITS (EDI) (19/2/5)**

**PURPOSE OF THE REPORT**

To provide the Executive Committee with a Status Quo Report of Masimong 4 Estate and Merriespruit 3 Hostel Developments on the following:

- 1.1 The state of the assets.
- 1.2 Challenges experienced in the effective management of the facilities.
- 1.3 Human resources capability of the Municipality to effectively and efficiently manage and maintain the two developments.
- 1.4 Financial implication to the Municipality, and
- 1.5 Legal Implications to the Municipality

**BACKGROUND**

An agreement was signed between the Free State Department of Human Settlements (DoHS), Matjhabeng Local Municipality (MLM) and Harmony Gold Mining Company Ltd (the Developer) to embark on a program to convert the Masimong 4 Estate and Merriespruit single quarters' hostels into quality family units.

**Masimong 4 Estate**

The construction on Masimong 4 Estate was completed in 2012 and the project was handed over to the Municipality on 1 April 2016.

Between the period of 2012 to April 2016, the Provincial Human Settlement Department appointed Amohela Property Management PTY (Ltd) to manage the property on behalf of Matjhabeng Municipality or a period of two years as an agent of the Council after which Council can resolve to continue or not.

Department of Human Settlements accordingly appointed Amohela for the execution of managing the property.

Three hundred and nineteen (319) of Four hundred and sixty one units was allocated to members of the community and Harmony by Amohela. The contract of Amohela was terminated in April 2016 and the project was handed over to the Municipality. A hand-over report was received from Amohela.

From the 75% of the units to be rented to the community, earning between R3 500,00 to R7 500,00. Those who earn above R7 500 are charged a market related (sliding scale) amount.

Collection is only done from tenants who occupied the premises from 1 November 2016 and there are currently 23 illegal occupants.

### **Merriespruit Development**

The construction on Merriespruit Development was completed in March 2016 and the project was provisionally handed over to the Municipality on 29 July 2016 and the retention period of the contractor ended on 31 October 2016.

During October 2016, the then Municipal Manager, Advocate Lepheana, established a Technical Task Team to investigate the status quo of the two establishments and come up with recommendations.

The report was finalized in November 2016 and submitted to the Office of the Municipal Manager. The updated Status Quo Report for Masimong 4 Estate, Merriespruit Developments, Recommendations for Masimong 4 Estate and recommendations for Merriespruit Development *is attached*.

**\*\*\* ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM922017**

Updated information on Merriespruit not included in the above mentioned report *is attached*.

### **LEGAL IMPLICATIONS**

The legal implications for Masimong 4 Estate is on pages to of the Report.  
The legal implications for Merriespruit Development is on pages to of the Report.

### **FINANCIAL IMPLICATIONS**

The financial implication to address the challenges identified at Masimong 4 Estate is attached as Annexure in the Report.  
The financial implication to address challenges at Merriespruit Development is attached as Annexure in the Report.

### **HUMAN RESOURCE IMPLICATIONS**

The human resource implications for both establishments is attached as Annexure Q in the Report.

### **RECOMMENDATION**

1. That Executive Management take note of the item
2. That Executive Management approves the immediate implementation of the recommendations made in the Report.

EM93/2017

**SMME DEVELOPMENT – “PRESENTATION BY LANZISIELG FIELD PTY LTD” ON CAPACITATION OF BACKYARDS AUTO MOTIVE MECHANICS (AED: LED & H/S) (18/1/19)**

**PURPOSE**

To present an initiative to capacitate informal motor mechanics businesses within Matjhabeng Local Municipality.

**BACKGROUND**

During July 2014, a company by the name of Filpro presented to Mayoral Committee the programme to capacitate SMME's in automotive in terms of providing Infrastructure support service, Technical training and Capacity building. MAYCO accepted the initiative and tasked the Directorate of LED to run with the project.

**FILPRO PRESENTATION AND MAYORAL COMMITTEE RESOLUTION**

*“The Executive Mayor welcomed Mr M Mahlalela from Filpro Company to the Mayoral Committee meeting and gave him the opportunity to present.*

*Mr M Mahlalela indicated that the purpose of the presentation is to request the Municipality to support their initiative by centralizing all township Mechanics in one roof. He further indicated that the project initiative is to empower the mechanics through the following;*

- a) Formalizing the initiative opportunity into business*
- b) Register their business and*
- c) Give basic business mechanic training to experiment mechanics”*

**THE MAYORAL COMMITTEE RESOLVED: (23 JULY 2014)**

1. That the Mayoral Committee **SUPPORT** the initiative
2. That the plan of action **BE DESIGNED** on how to formalize the concept.
3. That the Executive Director and the MMC for LED **TO MOVE** with speed in terms of looking for funding.

All avenues were exhausted in regard to source funding for this project and as a result it could not proceed.

**PROGRESS AND DISCUSSIONS**

Discussions were conducted with Lanzisielg Field PTY Ltd. and a commitment to source funding for this initiative was concluded pending an endorsement letter from the municipality. The company will be responsible in providing the skills and equipment needed, if their attempt to source funding succeeds.

There will be a need of Service Level Agreement which stipulate deliverables between the municipality and Lanzisielg Field PTY Ltd.

Currently in South Africa, Enterprise development programs continue to be of outmost importance, given the barrier to entry which has traditionally existed in South African economy, formal businesses tend to start and remains at the same level of activity.

These individuals are also normally in the business by necessity rather than choice the controlling situation in the disadvantaged communities is gradually being reduced providing greater choices to people within the communities. Some of these backyards motor mechanics will require a conducive environment to conduct their businesses in a form of space/land, the municipality as the custodian of the land will then identify land and issue temporal permits.

**Below are pictures taken during the workshops conducted in 2014  
Kutlwanong**



**Thabong**



**Meloding****LEGAL IMPLICATIONS**

Service Level Agreement

**FINANCIAL IMPLICATIONS**

There are financial implications involved and to be sourced external.

**RISK IMPLICATIONS**

No risks identified

**RECOMMENDATION**

1. That the Committee support the initiative
2. That the Municipality write an endorsement letter

EM94/2014

**LOCAL ECONOMIC DEVELOPMENT: REQUEST FOR THE REAPPOINTMENT  
GOLDFIELD POUND AS POUND MASTER IN THE MATJHABENG LOCAL  
MUNICIPALITY (AED: LED & H/S)**

**PURPOSE OF THE REPORT**

The purpose of this report serves to request the extension and/or reappointment of Goldfield Pound as the livestock pound Master in the Matjhabeng Local Municipality.

**BACKGROUND**

The Goldfield Pound was authorised to operate the livestock pound in the Matjhabeng Local Municipality, *see Appointment letter attached*.

They committed and available and be used as a temporary pound without any cost implication from the Matjhabeng Local Municipality.

Please *see attached* the previous Service Level Agreement.

A letter for the extension of Service Level Agreement was received by our office from the Goldfield pound and *is attached*.

It is therefore requested that Goldfield Pound be contracted for a period of 3 years to render livestock pound services in Matjhabeng Local Municipality.

**\*\*\* ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM942017**

**PROBLEM STATEMENT**

The Municipality has adopted the Policy and By-Laws which makes it possible for a Livestock and Domesticated Animals Pound to be established. Currently the Municipality is faced with a challenge of managing the stray livestock while waiting for the pound to be constructed. Various stakeholders have lodged complaints and different members of the community have approached the Municipality about the dangers posed by these animals. Municipality does not have any farm nor space to accommodate livestock and all our farms are overstocked which has resulted in overgrazing.

**FINANCIAL IMPLICATION**

No financial implication from the Municipality

**LEGAL REQUIREMENTS**

Matjhabeng Livestock Impoundment By-Law  
Matjhabeng Livestock Impoundment Policy



**RECOMMENDATIONS**

1. It is recommended that the Service Level Agreement (SLA) with Goldfield Pound be extended to a period of three years.
2. It is further recommended that The Goldfield pound is be authorized to operate a pound in Matjhabeng Local Municipality under the following terms and conditions.
  - 2.1 It should be noted that the Matjhabeng Local Municipality will not be liable to any cost incurred with regard to the operation of the pound.**
  - 2.2 All fees to be charged should be in line with the Matjhabeng Local Municipality tariffs as contained in the 2017/2018 to 2019/2020 MTFF budget.**
  - 2.3 All operations of Pound should aligned to the Matjhabeng Livestock Impoundment By-Law as approved by Council.**
  - 2.4 Members of the community will be made aware through media on who to contact to report a stray animal.**

**EM95/2017**

**REPORT TITLE: LOCAL ECONOMIC DEVELOPMENT: TOURISM MONTH (LED P AND H/S) (15/2/3/54)**

**PURPOSE**

The purpose of this item is to submit a report on Tourism Month Activities planned for 2017.

**BACKGROUND**

Tourism Month is an annual celebration held in September to focus on the importance of tourism to the economy of South Africa.

The annual Tourism Month campaign is aimed at promoting domestic tourism. The objectives are to create awareness of available opportunities and create a friendly and safe environment for tourists.

**BENEFICIARIES AND WHAT THE PROJECT MUST ACHIEVE**

- Numerous activities are planned to bring previously disadvantaged and excluded individuals into the tourism arena.
- Creates opportunity for local SMMEs from previously disadvantaged communities to partake in the events e.g. caterers, communications companies.
- A tourism message would be highlighted all throughout the month long events of the festival. It would be subtle and not so on the face message relayed to the audiences. This would serve the purpose of a tourism awareness platform.

**IDP OBJECTIVE**

To promote Matjhabeng as a destination of choice

**PROJECT NAME**

Tourism Month

**PROJECT LOCATION**

Matjhabeng

## TARGET DATES

The event would be spread throughout the month of September 2017

DATE	PROGRAMME	VENUE	TIME
07 September 2017	NTCE 2017 Media Launch	Virginia	10:00
22 September 2017	Matjhabeng Tourism Service Excellence Awards (MTSEA)	Goldfields Casino	18:00
30 September 2017	Heritage Fashion Show	Goldfields Mall	Goldfields Mall
28-30 September 2017	Arts and Crafts Exhibition	Goldfields Mall	09:00 – 18:00

## ACTION PLAN AND PROGRESS

### MATJHABENG SERVICE EXCELLENCE AWARDS

The tourism industry is cited as a major economic force and creator of jobs, however, if Matjhabeng is to take the lead, quality, hospitality, entrepreneurship and excellence must be encouraged and rewarded. A culture of service excellence in the area needs to be developed through which consumers are able to express or report their experiences. As an extension of our commitment to service excellence, we are to create an incentive program referred to as the **Matjhabeng Tourism Service Excellence Awards**. Nominations will be requested from the general public for the following categories.

### CATEGORIES

#### 1. Accommodation

B&B/ Guest House of the Year

#### 2. Craft project

Craft Project of the Year

#### 3. Restaurants

Restaurant of the year

#### 4. Petrol Station

Petrol Station of the Year

## 5. Best Service with a Smile

Restaurant  
Petrol Station

### **ARTS AND CRAFT EXHIBITION**

Arts and Crafters from all the six town will be given an opportunity to showcase their products. The venue would be at the Goldfields Casino between 09:00 in the morning and 18:00 in the evening. The reason being the feet with buying power frequenting the mall and also the buying power of the potential clients. An advert would be placed in print media. A poster would be placed all throughout the mall.

### **HERITAGE FASHION SHOW**

Three fashion designers with heritage inspired designs will be given an opportunity to showcase their work. This is done on the last Saturday of September as this is also heritage month. This will be held at the Goldfields Mall between 10am and 1pm.

### **MARKETING PLAN**

The following media is intended to market the festival:

#### **NEWS PAPERS**

- Vista
- Free State Sun
- Enthooz
- Face Impression
- The Weekly

Publicity would be generated via a media launch and weekly media releases

#### **ELECTRONIC MEDIA**

- The Rock FM
- Gold FM

Telephonic radio interviews would be held with the above mentioned radio station. Community events

Announcements and social calendar programmes will be used with the television stations.

The following advertising tools will be used as well:

## **POSTERS**

Designer posters with artists and celebrities' line up to show professionalism and organisation but most of all to attract the general public.

Matjhabeng branded posters around all towns in the Lejweleputswa district and neighboring towns and districts (i.e. Fezile Dabi and Motheo) advertising the event. Banners would be placed in the surrounding provinces of Gauteng and Northwest.

## **TICKETS**

The appointed service provider would be responsible for these. This would also serve the purpose of crowd control.

## **TARGET MARKET**

Open to general public  
Exclusive and stylish young and old

## **LEGAL IMPLICATIONS**

The Constitution of the Republic of South Africa 1996  
The White paper on National Tourism Policy as amended in 1996  
Tourism BEE Charter  
National Tourism Sector Strategy  
Matjhabeng Tourism Sector Strategy

**FINANCIAL IMPLICATIONS****BUDGET FOR MTSEA SEPTEMBER 2017**

<b><u>ITEM</u></b>	<b><u>AMOUNT</u></b>
1. <b>Advert</b> for nomination	60 000.00
2. <b>Gala Dinner</b> Service provider ( Caterer) for 300 people	100 000.00
3. <b>Adjudication panel accommodation</b>	11 000.00
4. <b>Certificates</b> of recognition ( incl. frames) and <b>trophies</b>	300.00
5. P A System(DJ)	35 000.00
6. Entertainment	40 000.00
7. Programme	3 000.00
8. Photographer/Videographer	10 000.00
9. Programme Director	35 000.00
10. Miscellaneous	2 700.00
<b>TOTAL</b>	<b><u>R297 000.00</u></b>

**BUDGET FOR ARTS AND CRAFT EXHIBITION SEPTEMBER 2017**

<b><u>ITEM</u></b>	<b><u>AMOUNT</u></b>
1. Exhibition Space	R35 000.00
2. Miscellaneous	R8 000.00
<b>TOTAL</b>	<b><u>R43 000.00</u></b>

**BUDGET FOR HERITAGE FASHION SHOW SEPTEMBER 2017**

<b><u>ITEM</u></b>	<b><u>AMOUNT</u></b>
1. Newspaper advert	R20 000.00
2. PA/Sound System/Stage	R15 000.00
3. Models Stipend	R10 000.00
4. Programme Director	R10 000.00
5. Miscellaneous	R5 000.00
<b>TOTAL</b>	<b><u>R60 000.00</u></b>

**TOTAL: In Budget and IDP, R400 000.00**

**RECOMMENDATION**

That the Executive Management Committee supports the proposal.

**EM96/2017**

**COMMUNITY GARDENS CONCEPT (DIR: LED PLANNING AND HUMAN SETTLEMENTS) (AED: LED & H/S)**

**PURPOSE**

To submit before Executive Management a community gardens concept for noting and support.

**BACKGROUND AND DISCUSSION**

The subject of poverty, unemployment and hunger in Matjhabeng and South Africa as a whole is a global concern that calls for immediate interventions whether on a small or large scale.

The downward economic shift brought about by the closure of the mines in our region has further exacerbated the dilemma and thus cannot be understated. This leaves most families unable to meet the daily nutritional needs of their households to an extent that some children and adults often go to bed without a meal.

Endless efforts from all spheres of government, parastatals and nongovernmental organisations are never sufficient to address the plight of hunger and food insecurity.

The approach is addressed on the concept document attached on pages## of the annexures

**Beneficiaries and what the project must achieve**

- Alleviate poverty and hunger within our wards
- Creates opportunity for ordinary local residents especially the youth and the elderly of wellness, social cohesion as well as participating in changing their circumstances for better

**Consultation**

LED MMC responsible for Tourism including children and social and environmental services.  
Harmony Gold Mine

**FINANCIAL IMPLICATIONS**

Discussions are in progress with Harmony Gold Mining Company and a proposal for fencing and buying tools will be presented before their Board of Directors. The size and availability of the open spaces will inform the financial assistance required

**POLICY POSITION**

- National Development Plan

**RECOMMENDATION**

1. That Management considers and supports the proposed community gardens project.
2. That the Municipality avails unused open spaces to support the initiative.
3. That Stakeholders be included for Consultation.
4. That a Business Plan be developed.



EM97/2017

**PROGRESS REPORT: ALIENATION OF HIGH POTENTIAL COMMERCIAL AND INDUSTRIAL LAND IN TERMS OF RESOLUTION A107/2016 (SP) (8/B)**

**PURPOSE OF REPORT**

The purpose of the report is to depict the progress to date with the alienation of high potential commercial and industrial land that was advertised in the press in accordance with Resolution A107/2016.

**BACKGROUND**

**COUNCIL RESOLUTION**

**In terms of Resolution A107/2016 Council resolved as follows:**

1. *That Council **APPROVES** that the erven listed in Table 1 of the report are not required to provide minimum level of services to the community, and can therefore be alienated for development of commercial and industrial functions.*
2. *That Council **NOTES AND ENDORSES** the values of the properties as depicted in Table 1 as the fair market values of the properties.*
3. *That the Municipal Manager be mandated **TO DISPOSE** of the listed properties by inviting development proposals in the press in which case developers be requested to submit development proposals and financial offers for the purchase or the long term lease of the land in accordance with Council's development guidelines for each property.*
4. *That the general conditions of alienation and development as contemplated in Par. 2.4 of the report **BE APPROVED**.*
5. *That the Municipal Manager, in compliance with Section 6.20 of the SCM Policy and Policy on the Alienation of Immovable Assets, **SHALL SUBMIT** a report to Council concerning the outcome of the bidding process.*
6. *That should ownership of any of these properties be disputed, such disputes **SHOULD BE LODGED** with the Office of the Municipal Manager before the closing date of the advert and such disputes should be resolved before the finalization of the disposal process.*
7. *That should the bidders who are awarded the land fail **TO DEVELOP** within a period of three years, the land must be reverted to Council.*
8. *That the concern regarding development in Matjhabeng as a whole should **BE TAKEN INTO** consideration.*

**TABLE 1:****WELKOM**

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED USE ITO ZONING	OWNERSHIP	MUNICIPAL VALUE	MARKET VALUE
10640/4	Urania Industrial area	5553	Industrial General	Industrial	Matjhabeng	150000	230000
10640/5	Urania Industrial area / X8	5310	Industrial General	Industrial	Matjhabeng	79000	230000
6347	VOORSPOED X8	19985	Industrial General	Industrial	Matjhabeng	445000	550000
9099	Voorspoed East / X24	5115	Industrial General	General Industrial	Matjhabeng	220000	230000
5072	Riebeeckstad X1	2602	Industry General	Industry	Matjhabeng	70000	150000
5061	Riebeeckstad industrial area	3098	industry general	Industry	Matjhabeng	80000	150000
5062	Riebeeckstad industrial area	3508	Industrial General	Industry	Matjhabeng	90000	150000
5063	Riebeeckstad industrial area	2881	Industry General	Industrial	Matjhabeng	70000	150000
4989	Riebeeckstad industrial area	1650	Industry General	Industrial	Matjhabeng	40000	90000
4990	Riebeeckstad industrial area	1303	Industry General	Industrial	Matjhabeng	30000	70000
4991	Riebeeckstad industrial area	1299	Industry General	Industrial	Matjhabeng	30000	70000
9138	Voorspoed East	8236	Industrial Service	Industrial	Matjhabeng	360000	400000
9139	Voorspoed East	4182	Road and Streets	Industrial (subject to rezoning)	Matjhabeng	180000	200000

**BRONVILLE**

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED USE ITO ZONING	Ownership	MUNICIPAL VALUE	MARKET VALUE
1993 Rem/Sub 1	Bronville	3014 1482	Garage Business	Garage Business			135000 74000
1918	Bronville	4071	Municipal	Business			122000

**THABONG**

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED USE ITO ZONING	OWNERSHIP	MUNICIPAL VALUE	MARKET VALUE
1/8312	Thabong	6401	Business	Business	Matjhabeng	165000	175000
30669	Thabong	2939	Business	Business	Matjhabeng	30600	70000
8077	Thabong	3654	Industry General	Industry	Matjhabeng	110300	155000
8078	Thabong	5661	Industry General	Industry	Matjhabeng	33000	155000
8079	Thabong	5818	Industry General	Industry	Matjhabeng	34000	155000
8080	Thabong	3699	Industry General	Industry	Matjhabeng	29000	100000

**KUTLWANONG**

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED USE ITO ZONING	OWNERSHIP	MUNICIPAL VALUE	MARKET VALUE
10284	Kutlwanong	17953	Business	Business	Matjhabeng	360000	360000
10283 Stadium Area	Kutlwanong	14462	Business	Business	Matjhabeng	290000	290000
10285	Kutlwanong	6138	Business	Business	Matjhabeng	120000	120000

**VIRGINIA**

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED USE ITO ZONING	OWNERSHIP	MUNICIPAL VALUE	MARKET VALUE
1288	Virginia CBD	595	Business	Business - shops, offices, institutions	Matjhabeng	30000	45000
1289	Virginia CBD	600	Business	Business - shops, offices, institutions	Matjhabeng	30000	35000
1335	Virginia CBD	767	Business	Business	Matjhabeng	38000	45000
3079	Glen Harmony	2050	Business	Business - shops, offices, institutions	Matjhabeng	30000	45000

**MELODING**

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED USE ITO ZONING	OWNERSHIP	MUNICIPAL VALUE	MARKET VALUE
2170	Meloding	1162	BUSINESS	BUSINESS	Matjhabeng	35000	55000
1/83	Meloding	1626	BUSINESS	BUSINESS	Matjhabeng	12000	30000

**NYAKALLONG**

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED USE ITO ZONING	OWNERSHIP	MUNICIPAL VALUE	MARKET VALUE
3828	Nyakallong	1814 m <sup>2</sup>	Business	Business	Matjhabeng	54000	60000
3827	Nyakallong	1964 m <sup>2</sup>	Public Garage	Garage	Matjhabeng	62000	100000
R/383	Nyakallong	1805	Business	Business	Matjhabeng	110000	250000
1/383	Nyakallong	1806	Business	Business	Matjhabeng		

**ALLANRIDGE**

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED USE ITO ZONING	OWNERSHIP	MUNICIPAL VALUE	MARKET VALUE
1815	Allanridge	7705	Business		Matjhabeng	42000	200000

**MAMMAHABANE**

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED USE ITO ZONING	OWNERSHIP	MUNICIPAL VALUE	MARKET VALUE
2184	Mammahabane	3395	Municipal	Business (Subject to rezoning)	Matjhabeng	785400	785400

**PHOMOLONG**

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED USE ITO ZONING	OWNERSHIP	MUNICIPAL VALUE	MARKET VALUE
2069	Phomolong	2008	Business	Business	Matjhabeng	130000	150000

8. That the concern regarding development in Matjhabeng as a whole should **BE TAKEN INTO** consideration.

## BACKGROUND: PUBLIC BIDDING PROCESS

### ADVERTISEMENT IN THE PRESS

Invitations for development proposals were advertised in both local and the national press. A copy of the advertisement is enclosed on Page        of the Annexures.

### DEVELOPMENT PROSPECTUS AND GUIDELINES FOR SUBMISSION OF PROPOSALS

**PROSPECTUS:** Interested developers were provided with a prospectus for each property which provides information of all aspects of the property (zoning, permissible development rights, municipal services etc.)

**GUIDELINES FOR THE SUBMISSION OF PROPOSALS:** Potential developers were provided with a set of guidelines pertaining to the closure date for development applications as well as specific information that had to be provided about the proposed development which formed the basis of the evaluation. An example is enclosed on Page        of the Annexures.

### CLOSURE DATE, PUBLIC OPENING OF PROPOSALS AND THE REGISTRATION OF APPLICANTS BY SUPPLY CHAIN

The closure date for the applications was 24 March 2017. The applications were opened in a public meeting on 24 March.

**\*\*\* ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM972017**

### APPLICATIONS RECEIVED:

The number of applications received for each property is depicted on the following Table 2:

**TABLE 2:**

### WELKOM

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED USE ITO ZONING	NUMBER OF APPLICANTS
8	CBD		Public Open Space	Business	0
10640/4	Urania Industrial area	5553	Industrial General	Industrial	1
10640/5	Urania Industrial area / X8	5310	Industrial General	Industrial	1
6347	VOORSPOED X8	19985	Industrial General	Industrial	1
9099	Voorspoed East /	5115	Industrial	General Industrial	0

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED USE ITO ZONING	NUMBER OF APPLICANTS
8	CBD		Public Open Space	Business	0
	X24		General		
5072	Riebeeckstad X1	2602	Industry General	Industry	2
5061	Riebeeckstad industrial area	3098	industry general	Industry	2
5062	Riebeeckstad industrial area	3508	Industrial General	Industry	2
5063	Riebeeckstad industrial area	2881	Industry General	Industrial	0
4985/4986	Riebeeckstad industrial area	4985 = 1554m 4986 = 1549m	Industry General	Industrial	1
4989	Riebeeckstad industrial area	1650	Industry General	Industrial	0
4990	Riebeeckstad industrial area	1303	Industry General	Industrial	0
4991	Riebeeckstad industrial area	1299	Industry General	Industrial	1
9138	Voorspoed East	8236	Industrial Service	Industrial	0
9139	Voorspoed East	4182	Road and Streets	Industrial (subject to rezoning)	1
4122	Bedelia	4071	Park	Business/Industrial	1
<b>Total</b>					<b>13</b>

### THABONG

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED USE ITO ZONING	NUMBER OF APPLICANTS
1/8312	Thabong	6401	Business	Business	2
30669	Thabong	2939	Business	Business	2
8077	Thabong	3654	Industry General	Industry	1
8078	Thabong	5661	Industry General	Industry	2
8079	Thabong	5818	Industry General	Industry	2

8080	Thabong	3699	Industry General	Industry	0
61	Thabong				6
19144	Thabong				0
<b>Total</b>					<b>15</b>

**KUTLWANONG**

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED ITO ZONING	USE	NUMBER OF APPLICANTS
10284	Kutlwanong	17953	Business	Business		3
10283 Stadium Area	Kutlwanong	14462	Business	Business		
10285	Kutlwanong	6138	Business	Business		0
8943						0
8944						0
8945						0
<b>TOTAL</b>						<b>3</b>

**VIRGINIA**

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED ITO ZONING	USE	NUMBER OF APPLICANTS
1288	Virginia CBD	595	Business	Business shops,offices, institutions	-	1
1289	Virginia CBD	600	Business	Business shops,offices, institutions	-	
1335	Virginia CBD	767	Business	Business		0
3079	Glen Harmony	2050	Business	Business shops,offices, institutions	-	
Total						1

**MELODING**

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED ITO ZONING	USE	NUMBER OF APPLICANTS
2170	Meloding	1162	BUSINESS	BUSINESS		2
1/83	Meloding	1626	BUSINESS	BUSINESS		
<b>Total</b>						<b>2</b>

**NYAKALLONG**

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED USE ITO ZONING	NUMBER OF APPLICANTS
3828	Nyakallong	1814 m <sup>2</sup>	Business	Business	4
3827	Nyakallong	1964 m <sup>2</sup>	Public Garage	Garage	5
383 and 1/383	Nyakallong	1805	Business	Business	1
383	Nyakallong	1806	Business	Business	1
<b>Total</b>					<b>11</b>

**ALLANRIDGE**

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED USE ITO ZONING	NUMBER OF APPLICANTS
1815	Allanridge	7705	Business	Business	1
<b>Total</b>					<b>1</b>

**MAMMAHABANE**

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED USE ITO ZONING	NUMBER OF APPLICANTS
2498	Mammahabane	3395	Municipal	Business (Subject to rezoning)	0
2177	Mammahabane	2343	Municipal	Limited retail	0
2484	Mammahabane		Municipal	Business	0
<b>Total</b>					<b>0</b>

**PHOMOLONG**

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED USE ITO ZONING	NUMBER OF APPLICANTS
2069	Phomolong	2008	Business	Business	1
2066	Phomolong	274300	Community facility	Shopping complex	1
<b>Total</b>					<b>2</b>

**BRONVILLE**

SITE NO	SUBURB/EXTENSION	SIZE IN M	ZONING	PERMITTED USE ITO ZONING	NUMBER OF APPLICANTS
1993 Rem/Sub 1					7
1918					2
<b>Total</b>					<b>9</b>



## **EVALUATION OF PROPOSALS**

### **EVALUATION TEAM**

The technical evaluation of the proposals was done by a technical team consisting of Spatial Planning and Human Settlement.

### **PROGRESS**

The technical evaluation of all proposals is now finalised and a complete evaluation report was prepared for submission to the Bid Evaluation Committee.

### **EVALUATION CRITERIA**

The applications were evaluated in terms of the criteria provided to the developers as contemplated in Par. 2.3.2, both in terms of general compliance as well as in terms of the specific guidelines regarding the provision of information regarding the proposed development. In this regard the emphasis was on the contribution of the proposed development on the growth and diversification of the local economy, the creation of jobs and in particular the value thereof to enhance the living conditions of the community.

In case where two or more applicants applied for the same property the following evaluation criteria were used in order to allocate the property to a developer:

- The property is critically required to expand an existing business.
- Creation of employment and diversification of the economy.
- Service delivery to communities in need of such business/services.
- The highest and best use of the land.
- Total development cost.
- Purchase offer

### **BID EVALUATION COMMITTEE**

A comprehensive evaluation report is now completed and submitted to the Bid Evaluation Committee who will be responsible to evaluate and make recommendations regarding the allocation of the properties to the prospective developers.

### **LEGAL IMPLICATIONS:**

The marketing of Municipal owned land is subject to the Municipal Financial Management Act No 56/2003 and the procedures stipulated in the Matjhabeng Supply Chain Policy and relevant legislation including.

**FINANCIAL IMPLICATIONS:**

The cost of advertising in the press as well as the guidelines for development for each of the portions must be taken into consideration. The direct income from the alienation of the land, municipal rates, the selling of municipal services and the economic spin-offs in terms of the creation of employment must be taken into consideration.

**POLICY/LEGISLATIVE POSITION****APPLICABLE LEGISLATION**

Regarding the marketing of Municipal owned land the following legislation must be taken into consideration:

- The Constitution of the Republic of South Africa (Act. No. 108 of 1996);
- of Land Act (Act No. 68 of 1981)
- Broad Based Black Economic Empowerment Act (Act No. 53 of 2003);
- Extension of Security of Tenure Act ( Act No. 62 of 1997)
- Local Government: Municipal Finance Management Act (Act No. 56 of 2003);
- Municipal Supply Chain Management Policy Regulations (Act No. No. 27636);
- Property Rates Act (Act No. 6 of 2004);
- Matjhabeng: Policy on the Disposal of Immovable Assets
- Spatial Planning and Land Use Management Act 16/2013

**RECOMMENDATIONS**

1. That the progress with the alienation of Commercial and Industrial properties in terms of Resolution A107/2016 be noted.

EM98/2017

**REQUEST FOR INVESTIGATION OF ILLEGAL OCCUPATION OF LAND: WARD 16 DICHOKOLETENG. (AED: LED/P/HS)**

**PURPOSE**

To request Council to investigate the illegal invasion of land at ward 16 Dichokoleteng.

**BACKGROUND**

The process of allocation of 1207 pegged sites in Dichokoleteng ward 16 started in April 2017. Some of the occupants were formalized next to indoor sports center and others had to be allocated sites in the green field next to Phokeng. A total of 296 sites were to be allocated to beneficiaries who have paid administration fee before end of July 2017 but allocation was disrupted by illegal invasion.

**Challenges**

- Most people on the original verification list submitted from the ward had no R5000,00 receipts issued by Baruch.
- Others had white receipts issued by persons employed and occupying the office of the contractor before it was closed down (that had Baruch stamp at the back or front of receipt).
- Others had white receipt alleged to be from Baruch's office but had no stamp.
- All the above mentioned people were reported to be staying at Dichokoleteng for more than two years and some had to be formalized (ward Cllr and committee members confirmation)
- The other challenge was that on the original verification list of beneficiaries who took occupation on pegged sites for more than two years are people born between 18-27 years who already had shacks constructed on site. Some had receipts and others submitted deceased parents' receipts. Most of them had paid R250, 00 admin. Fee and were allocated/formalized sites either on pegged sites and those who were on school site and Paneng area were allocated at newly pegged sites (greenfield)
- The ward Cllr was requested to compile a list of people who did not appear on the verification list but always came to office and wanted to pay R250, 00 admin fee. The compiled list was submitted to the office of Manager LA and apparently included people who are supposed to be on the waiting list for ward 16.
- On the 24-25 June 2017 physical verification on pegged sites where shacks are next to Indoor Sports Centre and had not paid R250,00 admin fee, was done and 66 pegged sites were identified (26 shacks were locked and could therefore not be recorded accordingly. 4 people reported not to have Baruch receipts. 2 sites were vacant. 34 occupants were verified and six of them were born between 1991-19997 )

## FURTHER DISCUSSION

A list of people who had paid Administration fee during June Month were supposed to have been showed site pegs on the 8<sup>th</sup> July 2017 and a report was received on the 6<sup>th</sup> July 2017 that illegal occupation was taking place in Dichokoleteng (where Engineering Department did not highlight as being allocated). Because the Manager Land Affairs had family commitments, she requested that a call be made to SAPS requesting their assistance to stop illegal invasion and we were advised to first consult with ward councilor and municipal Public Safety Section.

Allocation of sites could not be done as the vacant sites have been illegally invaded.

An action plan regarding the illegal invasion was drafted as follows:

ACTION		TARGET DATE	RESOURCE REQUIRED
a)	Interaction with Ward 16 Councillor	21 July 2017	
b)	Community meeting(Mass)	23 July 2017	Loudhailer - Speakers office
c)	Verification of people illegally taking occupation & delivery of Notice to Evict letters(Seven (7) days' notice )	24-26 July 2017	Municipal Public Safety & SAPS , Human Settlements
d)	Establishment of Allocation Task team (Provision of names from SAPS	Urgently	Public Safety, SAPS
e)	Follow up meeting	27 July 2017	
f)	Interaction with Legal Services - Legal to brief Mayco on progress	Within fourteen days from date of delivery of notices to vacate.	Public Safety & Human Settlements, Legal Services.

A meeting was later held with people who invaded and they were cautioned that it is against the law to occupy sites without the Council's permission, and that failing to vacate will result in them being forcefully removed. Records of the meeting are available on audio visuals/cellphones

There has been serious allegations leveled against certain individuals pertaining to fraudulent sales of sites as well as assisting in illegal land invasion.

## RECOMMENDATION

That the allegation of people fraudulently selling/occupying sites be fully investigated so as to address and curb the growing cult of illegal land invasion and sought legal intervention (opening of criminal case).

EM99/2017

**HUMAN RESOURCE DEVELOPMENT POLICY (HRDP) FOR MATJHABENG LOCAL MUNICIPALITY (EDCS) (5/6/1)**

**PURPOSE OF REPORT**

To submit to the Executive Management Committee a Human Resource Development Policy (HRDP) for consideration.

**BACKGROUND**

A proposed Training and Development Policy developed in 2009 was used as a baseline in order to determine if said policy is sufficient in addressing human capital development in the Matjhabeng Municipality. The current adopted Skills Development Policy as well as a Draft Education, Training and Development Policy Framework which served before the Local Labour Forum in 2014 were also considered in evaluating the Policy of 2009.

In addition, other Skills Development related Policies and Procedures were considered in developing an integrated and comprehensive Human Capital Development Policy Manual for the Matjhabeng Municipality. These include policies relating to Induction, Study Assistance, Workplace Integrated Learning initiatives such as Learnerships, Internships, Apprenticeships and Experiential Training.

Specific procedures such as Control Measures when attending External Training Events already adopted by Council and the Role of Line Management in Skills Development, have also be considered for inclusion in the proposed HRDP. The proposed Human Resource Development Policy (HRDP) is attached.

**\*\*\* ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM992017**

**LEGISLATIVE MANDATE AND POLICIES**

The following legislation and policies provide the broader framework and imperatives:

**Legislation**

- Constitution of the RSA (108/1996)
- Employment Equity Act (55/1998) and regulations
- Skills Development Act (97/1998) and regulations
- Skills Development Levies Act (9/1999) and regulations
- South African Qualifications Authority Act (58/1995)

**Policies / Procedures:**

- Employment Equity Policy and Plan
- Skills Development Policy
- Study Assistance Scheme
- Control Measures: Attendance of External Training Events
- Annual Workplace Skills Plan (WSP)
- Induction Policy and Procedure
- Workplace Integrated Learning (Internships; Apprenticeships; Learnerships; Experiential Training)

**SUBMITTED FOR CONSIDERATION**

**EM100/2017**

**STUDY BURSARY POLICY (SBP): MATJHABENG LOCAL MUNICIPALITY (EDCS)**  
**(5/6/1)**

**PURPOSE OF REPORT**

To submit to the Executive Management Committee a Study Bursary Policy (SBP) for consideration.

**BACKGROUND**

The current Mayoral Bursary Policy was not amended since 2006. Hence a need for a revised Policy arose in order to address any shortcomings in the current Policy and compile a new policy without negating information still relevant in the current Policy. Some of the more important amendments are indicated is attached.

**\*\*\* ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM1002017**

**LEGISLATIVE MANDATE AND POLICIES**

The following legislation and policies provide the broader framework and imperatives:

**Legislation**

- Constitution of the RSA (108/1996)
- Municipal Finance Management Act (2004)
- Skills Development Act (97/1998) and regulations
- South African Qualifications Authority Act (58/1995)

**Policies / Procedures:**

- Annual Workplace Skills Plan (WSP)
- Work Integrated Learning (Internships; Apprenticeships)

**SUBMITTED FOR CONSIDERATION**

**EM101/2017**

**ANNUAL TRAINING REPORT (ATR: 2016/17) AND WORKPLACE SKILLS PLAN (WSP) IMPLEMENTATION (2017/18) (EDCS) (5/6/1)**

**PURPOSE OF REPORT**

To submit to the Executive Management Committee the Annual Training Report (2016/17) and current progress on the implementation of the Workplace Skills Plan (WSP 2017/18).

**BACKGROUND**

Apart from providing strategic and operational direction to training initiatives and reporting on such initiatives, the respective submission of the annual Workplace Skills Plan (WSP) and Implementation Report to the Local Government Sector Education & Training Authority (LGSETA) enables the Municipality to access recovery against levy payments by way of mandatory skills grants.

This grant, based on the skills levy paid by the Matjhabeng Local Municipality, is in essence a statutory fund designated for skills development.

**\*\*\* ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM1012017**

**LEGISLATIVE MANDATE AND POLICIES**

The following legislation and policies provide the broader framework and imperatives:

**Legislation**

- Constitution of the RSA (108/1996)
- Employment Equity Act (55/1998) and regulations
- Skills Development Act (97/1998) and regulations
- Skills Development Levies Act (9/1999) and regulations
- South African Qualifications Authority Act (58/1995)

**Policies / Procedures:**

- Employment Equity Policy and Plan
- Skills Development Policy
- Study Assistance Scheme
- Control Measures: Attendance of External Training Events
- Annual Workplace Skills Plan (WSP)



## **TRAINING INTERVENTIONS**

Training interventions required to achieve priorities in terms of individual and departmental needs were requested through a Training Need Analysis form, which was sent to all Directorates. Training interventions which could not be implemented during 2016/17 were also carried over to the WSP for 2017/18.

All information obtained were imported to the required LGSETA Template and submitted to LGSETA on 28 April 2017.

Considering the year under review, training interventions covering various occupational categories have been attended by a total of two hundred and six (206) delegates at a total cost of R 3.4 million rand.

These PIVOTAL (Professional; Vocational, Technical and Academic) learning areas included Municipal Finance Management, Customer Care, Labour Relations, Infrastructure (Water and Waste Water Treatment Process Control), Information Technology, Compliance management, Risk Management, and formal studies via Study Assistance.

## **PROGRESS IN TERMS OF WSP 2017/18**

The Workplace Skills Plan intends to focus on the mentioned learning areas as well as scarce and critical skills. In addition, Declarations of Intent to access Discretionary Skills Funding for Skills Programmes and Learnerships also targeting unemployed beneficiaries have been submitted to the LGSETA (Annexure B). During the District Skills Development Forum Meeting recently held it was mentioned by the Provincial LGSETA Manager that other SETA's may be directly approached to assist with learning programmes where the LGSETA is not positioned to do so.

Workplace Integrated Learning (WIL) initiatives included Water and Waste Water Treatment Process Control Learnership, Internships for Finance, Information Technology, PMU and Electrical Engineering.

The following training interventions were concluded:

- Customer Care Training
- Training of HR Officials on the Payday Software System
- Training of a Financial Official on the Finance System (Salaries)
- Job Evaluation (TASK) Training

The following training interventions are in progress / scheduled:

- FETC: Electrical Engineering NQF Level 4 Learnership (Unemployed)
- Councillors Training: Certificate in Local Government Law and Administration
- Nominations requested and received for Report Writing / Minute Taking Skills Training and training in MS Excel.

Considering the Training Planned for WSP year 2017/18, the following training also has to be implemented:

- Supervisory Skills Training
- Office Practice (PA's and Secretaries)
- Municipal Finance Management Programme (Continuation: Final Phase)
- Artisan Training (Plumbing)
- Training of Yellow Fleet Operators

**SUBMITTED FOR NOTIFICATION**

EM102/2017

**PROGRESS REPORT ON THE PROJECTS MEETING THAT WAS HELD BETWEEN MATJHABENG AND PROVINCIAL DEPARTMENT OF HUMAN SETTLEMENTS (PDHS) (AED: LED, P & HS)**

**PURPOSE**

To present before EXCO progress report with regard to the previous and current Human Settlements projects as well as challenges faced by the Municipality.

**BACKGROUND AND DISCUSION**

In the Municipality there are Human Settlements projects that have been approved a while back as well as the recently approved ones.

Some of the projects remain incomplete due to numerous challenges emanating both from the Municipality and from the Provincial Department of Human Settlements (PDHS).

On the basis of this, Province was approached and subsequently a meeting was held on the 16<sup>th</sup> May 2017 under the auspices of Matjhabeng Municipality (Human Settlements), spear headed by MMC T Khalipha and the HOD Provincial Human Settlement and his team.

Present also was a team from Sibanye Gold mining company. All the Ward Councilors were invited to this meeting in order to input the challenges that they are faced with in their respective wards and the remedial actions that could be put in place.

**\*\*\* ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM1022017**

Emanating from the deliberations and the discussions the below action list was developed:

<b>SUBJECT</b>	<b>RESPONSIBILITY</b>	<b>CURRENT STATUS</b>	<b>FURTHER ACTION REQUIRED TO FINALIZE THE MATTER</b>
SIBANYE GOLD HOUSING PROJECT	SIBANYE GOLD	Sibanye had committee to build the initial 24 houses for its employees but process has not started;  They reported that the delays were due to procurement issues were done taken	Sibanye to provide specification /BOQ per unit for the Department to analyse and advice.  Sibanye to provide profiles of the beneficiaries to determine their affordability and to be subjected to searches for

		<p>into account affordability of the mine workers</p> <p>Disagreement between Sibanye Gold and the unions around the preferred method</p> <p>Employees to be subsidized by about R44 thousand for a R400 – R256 thousand bond</p>	<p>approval of FLISP where applicable.</p> <p>The Department will visit the Show Houses on <b>Friday, 23<sup>rd</sup> June</b> with another visit to our Mil Vets Units in Kroonstad on <b>Monday, 26<sup>th</sup> June 2017</b> to compare the two units and advise further on the affordable option.</p> <p>There is still no necessary cooperation from Sibanye Gold</p>
7000 SITES	FSHS	That the first process is to appointment of a Consultant by the Department of PDHS and be introduced to the Municipality	The consultants were appointed for the designs and were already introduced to the Municipality. Work is in progress
AMKELO PROJECT PHOMOLONG: APPOINTMENT OF CONTRACTOR	FSHS	<p>That a Contractor will be appointed and be introduced to the Municipality</p> <p>That the termination of the previous Contractor was due to non-performance.</p>	<p>The Department introduced the appointed implementing Agent to complete this project to the Municipality on Friday, 23 June 2017 for the delivery of Housing projects in Matjhabeng and work is underway to complete the project</p>
APPOINTMENT OF CONTRACTOR : VENTERSBURG (Racial intergration)	FSHS	<p>The Department has appointed a PRT and a consultant will be pointed to proceed with the design of the infrastructure on side.</p> <p>Electricity in the area</p>	<p>Both the consultants and the contractors have been appointed and introduced to the Municipality.</p> <p>The first meeting was held to clarify roles and provide beneficiary list.</p> <p>Letter is being prepared for</p>

		has been vandalized and the Municipality should fix it	<p>MMC to request the identification of more beneficiaries from the white community of Hennenman provided they are willing and they qualify.</p> <p>Electrical substation challenges have been raised with the Infrastructure Department and the current financial implications have been provided.</p>
INCOMPLETE RDP HOUSES	FSHS & MATJHABEN G	<p>That a list of all incomplete RDP houses be submitted;</p> <p>That a Local Contractor will be appointed to do this programme;</p> <p>Cllr's to profile people per their respective wards, who had skills and qualifications on plumbing, bricklaying, carpenter etc and the list be submitted on the 15 June 2017</p> <p>That FSHS will make a submission to National Department to appeal for changing their status on the system and be approved again as they appear as they had benefited before.</p>	<p>That a list has been submitted to the office of the HOD</p> <p>The Department to subject the list for further confirmation on HSS</p> <p>Department will provide the Municipality with a list of the validated beneficiaries in order to compare with their list.</p> <p>The implementing agent to complete these houses has already been appointed and introduced to the Municipality.</p>

SUBJECT	RESPONSIBILITY	CURRENT STATUS	FURTHER ACTION REQUIRED TO FINALIZE THE MATTER
HANI PARK	FSHS	<p>HOD: informed the members that the purpose of the project was to allow a sustainable income generated by the sale of carbon credits;</p> <p>The Contractor had to create the infrastructure pertaining to roads, electricity supply, water supply and the sewer.</p> <p>HOD explained that Quick Leap took both the Provincial Department and the Municipality to court as 1st and 2nd responded respectively</p> <p>That Quick Leap later withdraw the court proceedings.</p> <p>That Provincial Department will continue with construction of houses in phases</p>	<p>The Department has appointed a consultant to rectify the reticulation the area and was introduced to the Municipality on the <b>15<sup>th</sup> May 2017</b></p> <p>The Department clarify the status of the replacement contract in view of the fact that the previous contractor(Quick Leap0 has complete the first 2000 houses; Ward Councilor's to establish Steering committee meetings and all stakeholders be involved;</p>
TWO ROOMED HOUSES	MATJHABENG	<p>HOD informed the meeting that the Minister does not approve of this programme being</p>	<p>That Cllr's to profile all two roomed houses in their respective wards and be submitted.</p>

		<p>implemented as it does not contribute to housing opportunities and the costs are too high.</p> <p>That the Provincial Government will consider providing funding for this programme,</p>	<p>A List of these outstanding houses was submitted to the Provincial Department</p>
RENTAL STOCK	MATJHABENG	<p>That an audit be done on all rental stock</p> <p>Those people who earn a high salary should pay according to the market related price.</p> <p>That Masimong and Merriespruit occupation report is re-visited.</p>	<p>The Municipality is complying with the rental;</p> <p>Audit of occupation in both CRU will be provided by Tuesday, 27<sup>th</sup> June</p> <p>Audit report will serve in the Exco ensuing and the Section 80 immediately thereafter</p>
RHEDEERPA RK	MATJHABENG	<p>That an Engineer be appointed and check the capacity of infrastructure.</p> <p>That the Municipality provide an alternative land for those people</p>	<p>The Municipality has conducted physical verification and confirmed illegal connections;</p> <p>The Municipality is busy with the costing;</p> <p>Mass meeting was held on Thursday, 22<sup>nd</sup> June to inform the community of the audit exercise that is to commence;</p> <p>Municipality will conduct physical verification an audit on Monday, 26<sup>th</sup> June to established the housing</p>

			<p>need register</p> <p>Municipal engineering unit has also conducted a</p> <p>verification exercise to confirm capacity of the infrastructure in the area;</p>
MELODING( ALBANY	FSHS	That the Department will avail officials to do profiling, together with the District office and the Municipality	<p>A detailed report has been provided and submitted to the Department for Further verification.</p> <p>Most of the sites could however not be verified due non availability of occupants</p>
Burnt houses:	FSHS & MATJHABENG	<p>That the matter be thoroughly investigated, and be verified whether those people had benefited before and whether they are owners of the houses</p> <p>The officials are to be sent on site to do profiling.</p> <p>That people should make sure that they insure their houses.</p> <p>That some people overload their houses with illegal electricity which causes fire.</p>	Not achieved



		That it is also the responsibility of the Disaster Management, and there is a criterion to follow.	
Dilapidated houses	FSHS & MATJHABENG	<p>Building Inspectors to go on site and investigate take photos of those houses and make recommendations.</p> <p>That Cllr's to submit a list of all those houses to the Department.</p>	List has been compiled and submitted in the office of the Mayor.
People who received material from Government to build for themselves	PDHS & MATJHABENG	<p>Beneficiaries of these houses appeared on HSS as if they had already benefited before, the system cannot change the information.</p> <p>That officials be delegated to do profiling and submit a list of all those beneficiaries</p> <p>That the PDHS will make a submission to National Department to appeal and request to develop houses for those beneficiaries and requesting that such beneficiaries be awarded full subsidy.</p>	List compiled and submitted to the Department for further verification.
Agri-Village:	MATJHABENG	That the Department	No progress

	MUNICIPALITY	<p>of Agriculture is responsible for farm workers,</p> <p>That the Department of Agriculture will have to enhance partnership with the farmers and be able to assist them with a piece of land to do agriculture.</p> <p>That a meeting with the Regional Department of Agriculture be scheduled for the 12th July 2017.</p>	
Military Veterans Project (62 houses)			<p>The stakeholder meeting took place and the contractor was introduced. Work will commence in phases, starting with Riebeeckstad.</p> <p>The project Steering committee was also established.</p> <p>Beneficiary lists are provided to the Municipality by the Provincial Department of Human Settlements</p>
Revitalization of mining towns project	National and Provincial Departments of Human Settlements	The Municipality received a letter from the National Department, advising of the R80. million re-in fenced for Matjhabeng as a mining town. The municipality responded by providing projects that	<p>Further meeting was held between National, Provincial and the Municipality where an explanation was given that the R80.1 million forms part of the R173 000 000 Human Settlement Development grant that is being utilized on an on-</p>

		needed funding for Infra structure especially Informal Settlements	going basis to support Human Settlements projects within a municipality ( <b>separate annexure</b> )
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## **POLICY AND LEGISLATIVE FRAMEWORK**

The Constitution of the Republic of South Africa

Division of Revenue Act (DORA)

Housing Act of 1997 as amended

Matjhabeng IDP

## **RECOMMENDATION**

The report is submitted for consideration

**EM103/2017**

**MONTHLY FINANCE REPORT – AUGUST 2017 (ACFO) (6/12/2/1) (5/3/2/12)**

**PURPOSE**

To submit to the Executive Management Committee the Monthly Finance Report for August 2017 in terms of Section 71 of the Municipal Finance Management Act, number 56 of 2003.

**BACKGROUND**

Section 71 of the Municipal Finance Management Act no 56 of 2003 states that the Accounting Officer must submit to the Executive Mayor a statement in a prescribed format on the state of the municipality's budget reflecting the following particulars for that month and for the financial year up to the end of that month:

- 7) Actual revenue per revenue source
- 8) Actual borrowings
- 9) Actual expenditure per vote
- 10) Actual capital expenditure per vote
- 11) The amount of any allocations received
- 12) Actual expenditure on allocations received

The compilation of the Section 71 report is as follows:

- 7. After the billing cycle the Income Department compile the income reports which consist of the following and submit to the Budget Department:
  - Billing and Income per month
  - Top Outstanding debtors for the month
  - Income per ward
  - Debtors age analysis per service
- 8. After month end the ICT Department runs all the month end reports.
- 9. The Budget Department then extracts the required income and expenditure information from Solar. This is done with the GS 560 procedures. This report shows the transactions for the month VAT EXCLUSIVE.
- 10. The Expenditure Department provides the Budget Department with the creditor's age analysis and the top 20 outstanding creditors.
- 11. The Costing Section provides the Budget Department with the employee related reports and the overtime per department.
- 12. The Section 71 report is then compiled with all the information received from other sections and extracted from the Solar System.

## DISCUSSIONS

The finance report for August 2017 is attached.

**\*\*\*ALL SUPPORTING DOCUMENTS ARE FOUND ON FOLDER EM1032017**

## FINANCIAL IMPLICATIONS

<b>TABLE 1</b>	<b>Actual For the Month (August 2017)</b>	<b>For Year to date (2017/2018)</b>
All Grants Received	-	<b>230 725 000</b>
Actual Revenue Received	<b>89 915 011</b>	<b>173 208 634</b>
Actual Expenditure	<b>132 371 234</b>	<b>342 260 062</b>
Salaries	57 810 173	114 911 875
Water	20 000 000	63 859 649
Electricity	6 206 599	33 947 075
Other Expenditure	48 354 462	129 541 463
<b>Sub-Total</b>	<b>-42 456 223</b>	<b>61 673 572</b>
Loan Redemptions	-	-
<b>Net Surplus/(Deficit) before Capital payments</b>	<b>-42 456 223</b>	<b>61 673 572</b>
MIG Payments	<b>12 114 084</b>	<b>22 408 349</b>
INEG Payments	-	-
WSIG Payments	<b>1 849 820</b>	<b>1 849 820</b>
<b>Capital Assets procured - Equitable Share</b>	<b>574 247</b>	<b>616 247</b>
Fleet & Equipment	-	-
Office convention/ Furniture	574 247	616 247
<b>Net Surplus/(Deficit) after Capital payments</b>	<b>-56 994 374</b>	

Table 1: The municipality had a deficit of R56 994 374 for the month of August after capital payments, This deficit indicates that the expenditure incurred is more than the revenue received for month.

<b>TABLE 2</b>	<b>Actual For the Month (August 2017)</b>	<b>For Year to date (2017/2018)</b>
Total Billings	148 516 346	316 992 012
Less: Indigent Billings	3 747 452	7 939 986
Actual Billings	<b>144 768 894</b>	<b>309 052 026</b>
Actual Revenue Received	<b>88 038 302</b>	<b>157 213 314</b>
Consumer Revenue	79 088 611	137 666 907
Other	8 949 691	19 546 407
Grants & Subsidies	-	<b>230 725 000</b>

<b>Pay rate for August 2017 (Total Billings)</b>	<b>61%</b>
<b>Total income percentage - August 2017</b>	<b>62%</b>
<b>Total income percentage – YTD</b>	<b>56%</b>

The pay rate for August 2017 was 61%

The total income percentage August 2017 was 56%.

In order for the municipality to be financially sustainable the pay rate will have to be increased to 80% monthly on the consumer services.

### **LEGAL IMPLICATIONS**

The Finance Report is submitted in compliance with Section 71 of the MFMA no 56 of 2003.

### **RECOMMENDATION**

1. That the Finance Report for August 2017 in terms of Section 71 of the Municipal Finance Management Act, number 56 of 2003, BE NOTED.
2. That the Finance Report for August 2017 in terms of Section 71 of the Municipal Finance Management Act, number 56 of 2003, BE SUBMITTED TO PROVINCIAL AND NATIONAL TREASURY.