

MINUTES

OF THE

**5TH ORDINARY MEETING
FOR THE YEAR 2003**

of

MATJHABENG MUNICIPALITY

held on

TUESDAY, 30 SEPTEMBER 2003

at

16:00

COUNCILLORS PRESENT : COUNCIL MEETING : 30 SEPTEMBER 2003

ANC

PROPORTIONAL			
1.	Leeuw SJ (Executive Mayor)	14.	Dlova TW
2.	Matsepe TV (Speaker)	15.	Ikaneng MI
3.	Khalipha TD (MMC)	16.	Mafantire MJ
4.	Menong KS (MMC)	17.	Mafongosi VZ (Apology)
5.	Ramaisa KA (MMC) (Apology)	18.	Mashinini NL
6.	Tladi RE (MMC) (Written apology)	19.	Alexander RR
7.	Thuthani ZA (MMC)	20.	Radebe ML
8.	Matosa AN	21.	Sephiri MJ
9.	Matlabe MMT (From 17:30)	22.	Tihone ML
10.	Mbana MA	23.	Vanga M
11.	Mokhathi PE	24.	Kotzee D
12.	Bengu VV	25.	Segalo SS
13.	Dali VN	26.	Kujoana MA
WARD			
27.	Matsbukanye MM (Absent without apology)	42.	Mfebe MSE
28.	Tshabangu SE (MMC)	43.	Mhlaba N
29.	Mohlodi PP (Absent without apology)	44.	Mokolutlo LA
30.	Mogole RR	45.	Montshioa BA (MMC) (Written apology)
31.	Liphoko SJ (Absent without apology)	46.	Mosala MS
32.	Mokoena ME (Written apology)	47.	Nakwa TA
33.	Masienyane MD	48.	Ngangelizwe S (Absent without apology)
34.	Baaitjies M (Written apology)	49.	Radebe LLF
35.	Dassie YS	50.	Ramojela JN
36.	Dlamini SC	51.	Rubulana L
37.	James TH (Written apology)	52.	Seboholi CP
38.	Tsubane EM	53.	Taliwe FE
39.	Mabuya FF	54.	Thoabala TE (MMC) (Written apology)
40.	Manzana NR	55.	Tsoene TD
41.	Masoka NL	56.	Tsatsa SJ

DA

PROPORTIONAL			
57.	Fourie JJC (Written apology)	61.	Maqena AM (Left at 17:00)
58.	Marais (Dr) JS (Written apology)	62.	Ntsala MM (Absent without apology)
59.	Auret IH	63.	Olivier JJ
60.	Neumann VH	64.	Styger A
WARD			
65.	Bothma B (Written apology)	68.	Edeling JH
66.	Louw ML (Written apology)	69.	Van Rooyen HC
67.	Smit DC	70.	Du Toit JJB (Absent without apology)

II

UDM

PROPORTIONAL	
71.	Motshabi MP (Written apology)

PAC

PROPORTIONAL	
72.	Majoe TS

OFFICIALS

Mr RSB Sesele	–	Municipal Manager
Mr R Spies	–	Corporate Executive Manager : Engineering Services
Mr K van der Walt	-	Executive Manager: Economic Development and Spatial Planning
Mr BP Molatseli	-	Executive Manager: Corporate Services
Me AC Schoeman	-	Administrative Officer (Corporate Services)

1. OPENING

Pastors Eric and Bev Chandler from Word of Faith opened the meeting with Scripture reading and prayer.

2. APPLICATIONS FOR LEAVE OF ABSENCE

COUNCIL RESOLVED (30 SEPTEMBER 2003)

That leave of absence be granted to the Councillors as indicated on the Attendance list on pages I and II of these minutes.

3. OFFICIAL ANNOUNCEMENTS OF THE SPEAKER

None.

4. REPORTS OF THE SPEAKER IN TERMS OF RULES 15(1) AND 99(4)

None.

5. APPLICATIONS AND APPEALS FROM COUNCILLORS IN TERMS OF RULES 14(1), 67 AND 72

Cllr DC Smit questioned the validity of the meeting due to the late delivery of the agenda.

III

The Speaker in terms of Rule 10.1 of the Standard Rules and Orders constituted the meeting after it was condoned by the Executive Mayor.

6. REPORTS RECEIVED FROM THE SPEAKER

Items A46/2003 – A48/2003.

The above items were dealt with under **Item 15** of the agenda.

7. MOTIONS OF SYMPATHY AND CONGRATULATIONS BY THE SPEAKER

7.1 CONGRATULATIONS

7.1.1 The Speaker congratulated the following Councillors on their birthdays :

Cllr NR Manzana	02 October
Cllr TA Nakwa	03 October
Cllr TS Majoe	08 October
Cllr SE Tshabangu	24 October
Cllr FE Taliwe	27 October

7.2 CONDOLENCES

None.

8. MOTIONS OF SYMPATHY AND CONGRATULATIONS FROM OTHER MEMBERS

None.

9. DEPUTATIONS AND INTERVIEWS

None.

10. DISCLOSURE OF INTEREST

None.

11. MINUTES OF THE PREVIOUS MEETINGS

RESOLVED

That the minutes of the meeting held on 29 July 2003 be approved and confirmed as a true reflection of what transpired during the meeting subject to the following amendments:

IV

Attendance list: Delete "(From 17:01)" next to Cllr MJ Mafantire's name.

6.1.1: Delete Cllr T Majoe – 8 August as his birthday would be on 8 October.

12. FORMAL SIGNING OF MINUTES

The Speaker indicated that he would sign the minutes of the meeting held on 29 July 2003 after the corrections have been made.

13. MATTERS ARISING FROM THE MINUTES

2. OFFICIAL ANNOUNCEMENTS OF THE SPEAKER

2.1 Language Committee: Questionnaires outstanding

The Speaker duly complied with the instructions given to him in the previous meeting and announced the names of the Councillors who did not submit their questionnaires, i.e.:

*Cllr T James
Cllr TD Khalipha
Cllr M Vanga
Cllr TS Majoe, and
Cllr IH Auret.*

Cllr Auret informed the Speaker that he already submitted two completed questionnaires, but that they got lost. He would submit another completed questionnaire in due course.

14. QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

See Item **A42/2003**

15. REPORTS OF THE EXECUTIVE MAYOR, THE SPEAKER AND COMMITTEES

The Executive Mayor presented a report containing Items **A37/2003** to **A57/2003** and the resolutions of Council in this regard are on pages **1 - 5** of these minutes.

16. REPORTS OF DECISIONS TAKEN UNDER DELEGATED POWERS

The Executive Mayor presented his report on decisions taken under delegated powers and the resolution in this regard is on page 10, Item **A59/2003** of these minutes.

V

16. MOTIONS

None.

17. CLOSURE

The meeting ended at **19:55**.

.....
DATE

.....
TV MATSEPE (SPEAKER)

1.

A37/2003

DISCLOSURE OF INTEREST : COUNCILLOR NL MASHININI (3/1/1) (MCA)
(P 1 : ANNEXURES P 1)

//Cllr NL Mashinini left the Council Chambers during consideration of this item.//

COUNCIL RESOLVED (30 SEPTEMBER 2003)

That the disclosure of interest of Councillor NL Mashinini in terms of Section 7(1) of Schedule 1 of the Code of Conduct for Councillors of the Local Government Municipal Systems Act 32 of 2000 **BE NOTED**.

A38/2003

BUFFALO CITY INFORMATION SHARING EXERCISE: 16-20 JULY 2003
(Office of the Executive Mayor) (13/2/1/1) (P 2 : ANNEXURES P 2 – 3)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

1. That the item **BE NOTED**.
- [CEMFM] 2. That a comprehensive report on the financial costs of the visit to Buffalo City **BE SUBMITTED** at the next Council meeting.

A39/2003

BEYOND LIMITS (PTY) LTD: APPLICATION TO UTILISE VACANT LAND IN THABONG T5 FOR THE DEVELOPMENT OF THE SHOPPING MALL
(8/3/2/45/8) (EMEDSP) (P 10 : ANNEXURES P 4 – 28)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

- [EMEDSP] 1. That the alienation of 6,02 ha of Thabong T5 to Beyond Limits (PTY) LTD be approved for the development of a shopping mall of at least 10 000 m² as well as 36 serviced residential erven in accordance with the layout plan on **page 25**, but subject to the following conditions:
 - a) That Council approves the rezoning of the area in question.
 - b) That the applicant's offer of R141 387 for the land (6,02ha) not be accepted but that the land be sold at a total price of R219 505. Further that, should this amount not be acceptable to the purchaser, a purchase price be negotiated.

2.

- c) **That the applicant accepts Council's conditions in writing within 60 days after notification and submits registration details of the legal body as the purchaser of the land prior to the commencement of any administrative work.**
- d) That a Deed of Sale be signed within sixty days after notification of Council's resolutions.
- e) That all costs related to the sale and transfer of the property be for the account of the applicant.
- f) That a non-refundable amount of ten percent (10%) of the purchase price be paid in cash upon signature of the Deed of Sale and that the balance of the purchase price be secured by an approved bank guarantee which must be payable against registration of transfer of the property in the name of the purchaser.
- g) That on successful completion of the above, the following be finalised:
- i) That the applicant be authorised to successfully finalise all administrative actions pertaining to the creation of the alienable erven in accordance with the proposed layout plan **on page 25 of the Annexures**, in which case the applicant will also be responsible for all costs related thereto;
 - ii) That on submission of the application for the amendment of the general plan to the Directorate Planning Free State Province, a copy should also be simultaneously submitted to Council.
 - iii) That site-development and building elevation plans of the proposed developments be submitted to Council and that the plans be finalised in consultation with and to the satisfaction of all the relevant municipal departments and endorsed by the Municipal Manager, prior to the advertisement of the intended land use changes in the press, for public comment.
 - iv) That the site development plans at least show the following information:
 - All buildings and intended use.
 - Service areas, refuse areas and loading zones.
 - Parking areas, parking bays, loading zones etc.
 - Access and egress routes.
 - Pedestrian walkways.
 - On-site lighting.

3.

- Fire hydrants.
 - Landscaping and fencing.
 - All municipal and electrical services including the handling of stormwater.
- h) Regarding the provision of municipal services, the following:
- i) That the developer's offer be supported to upgrade the road in Nkoane Street and A Phakati Drive as well as to provide a traffic circle in order to ensure effective and safe traffic flow and that the principle be supported that the developer be responsible for the cost of all necessary aspects directly associated with the development itself.
 - ii) That the planning and connection of all municipal services including the proposed road upgrading and traffic circle in Nkoane Street and A Phakati Drive be done in consultation with and to the satisfaction of the Corporate Executive Manager: Engineering Services.
 - iii) That all costs related to the provision of municipal services including access roads will be for the account of the applicant.
 - iv) That, wherever necessary the applicant will at his cost register servitudes on the target property in favour of Council in order to protect existing municipal services.
- i) That in order to ensure an effective and functional development, Council reserves the right to impose additional development conditions pertaining to any aspect of the proposed development that may arise during the planning and public participation process.
 - j) That the developer may take occupation of the property on the date of the successful approval of the general plan by the Surveyor General.
 - k) That the land be transferred to the applicant within 120 days after approval of the general plan and that the developer takes ownership of the property on the date of registration in the Deeds Office.
 - l) That the conditions laid down by Council be captured in the Title Deed in order to enable Council to act, should the applicant not adhere to the conditions.

4.

A40/2003

REPORT OF THE AUDITOR–GENERAL ON THE ANNUAL FINANCIAL STATEMENTS OF THE VIRGINIA TRANSITIONAL LOCAL COUNCIL FOR THE YEAR ENDED 30 JUNE 1999 (6/12/2) (MM) (P 29)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

1. That Council **TAKE NOTE** of the report.
- [MM] 2. That the report **BE REFERRED BACK** to the Performance Audit Committee to make proper recommendations.

A41/2003

DRAFT POLICY: RECRUITMENT AND SELECTION (EMHR) (5/3/B) (P 57 : ANNEXURES P 29 and Separate Cover)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

- [EMHR] 1. That the proposed Draft Policy: Recruitment and Selection **BE ADOPTED** as a draft Council policy with the following amendments:
 - (a) **Page 9:** 4.8.1 (b) Establish a Selection Committee (SECTION 57 EMPLOYEES).

The Selection Committee must comprise of the following:

By deletion of the following:

- ❖ *The Municipal Manager*
- ❖ *Executive Manager: Human Resources*
- ❖ *Relevant Head of Department*
- ❖ *Five ANC Councillors (including MMC Human Resources)*
- ❖ *Two DA Councillors*
- ❖ *One PAC Councillor*
- ❖ *One UDM Councillor*
- ❖ *One Labour Representative = observer status*

And substitution thereof with:

- ❖ *The Municipal Manager*
- ❖ *Executive Manager: Human Resources*
- ❖ *Relevant Head of Department*
- ❖ *Parties will be proportionally represented*
- ❖ *One Labour Representative = observer status*

5.

4.8.1 (c) The appointment of the Municipal Manager.

The Selection Committee must comprise of the following:

By deletion of the following:

- ❖ *The Executive Mayor*
- ❖ *Five ANC Councillors*
- ❖ *Two DA Councillors*
- ❖ *One PAC Councillor*
- ❖ *One UDM Councillor*
- ❖ *One Labour Representative = observer status*

And substitution thereof with:

- ❖ *The Executive Mayor*
- ❖ *Parties will be proportionally represented*
- ❖ *One Labour Representative = observer status*

(b) **Page 10.** 4.8.5.2 Section 57 employees and non-Section 57 Managers

By deletion of *Mayoral Committee* in the first sentence and substitution thereof with *Executive Mayor*.

2. That, if any, the policies of the various Units of Matjhabeng Municipality, **BE RESCINDED.**

A42/2003

QUESTIONS RAISED BY COUNCILLOR MAQENA (3/1/1) (MCA) (P 59 : ANNEXURES P 30)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

That the matter **BE NOTED.**

A43/2003

MATJHABENG LOCAL MUNICIPALITY: APPROVAL OF THE REVIEWED INTEGRATED DEVELOPMENT PLAN (IDP)(2003 – 2008) (MM - MIDP) (18/1/18) (P 60 : ANNEXURES P 31 –62)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

[MIDP] That the reviewed Integrated Development Plan of Matjhabeng Municipality **BE APPROVED.**

6.

A44/2003

OFFICIAL VISIT TO THE CITY OF XAI-XAI, MOZAMBIQUE, WITH THE PURPOSE OF EXPLORING THE POSSIBILITY OF ENTERING INTO A TWINNING RELATIONSHIP ON THE PROPOSED AREAS OF COOPERATION BETWEEN THE TWO MUNICIPALITIES

(Office of the Executive Mayor) (13/2/1/1) (P 61 : ANNEXURES P 63 - 64)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

1. That the forming of the formal Twinning City Agreement with the City of Xai-Xai, based on the areas of cooperation, as set out on **page 64 of the Annexures BE APPROVED.**
- [CEMFM] 2. That a comprehensive report on the financial cost of the visit to Xai-Xai **BE SUBMITTED** at the next Council meeting.
3. That before Council finalise the agreement, it should **interact** with SALGA and the Provincial Government on the matter.

A45/2003

UPGRADING, RENOVATION AND MAINTENANCE OF SPORT AND RECREATION FACILITIES (10/2)(CEMCSSD) (P 65 : ANNEXURES P 65 – 66)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

- [CEMCSSD] That the amended priority list for the upgrading, renovations and maintenance of Sport
[CEMFM] and Recreation Facilities to the value of R2.3 million **BE APPROVED.**

A46/2003

ESTABLISHMENT OF A HOUSING DISPUTE RESOLUTION COMMITTEE – OFFICE OF THE SPEAKER (MCA) (P 66)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

- [MCA] 1. That the appointment of the following members to the Housing Dispute Resolution Committee **BE NOTED:**
- Cllr VN Dali
 - Cllr MM Ntsala
 - Cllr MD Masienyane
 - Ward Councillor

7.

Mrs Sophy Mogodi – Community Member
Mr SW Mokhachane – Community Member

Official to assist the Committee:

Manager: Housing Administration

2. That Councillor MD Masienyane **BE APPOINTED** as chairperson of the Committee.
3. That should a vacancy exist in the Committee, the Speaker **BE AUTHORISED** to fill the vacancy and report to Council.

A47/2003

REDEPLOYMENT OF PROPORTIONAL COUNCILLORS TO ASSIST WARD COUNCILLORS IN WARD ACTIVITIES (Office of the Speaker) (MCA) (3/1/4/1) (P 68)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

[Office of the
Speaker]
[MCA]

1. That the Executive Mayor, Cllr Serake Leeuw **BE REDEPLOYED** to **Ward 1**.
2. That Cllr Mashinini **BE REDEPLOYED** to **Ward 17**.
3. That Cllr Tsubane **BE DEPLOYED** to **Ward 9**.
4. That Cllr Neumann **BE REDEPLOYED** to **Ward 27**.

A48/2003

DRAFT ANNUAL REPORT FOR MATJHABENG MUNICIPALITY AS REQUIRED IN TERMS OF SECTION 46 OF THE MUNICIPAL SYSTEMS ACT, 2000 (ACT NO 32 OF 2000) (Office of the Speaker) (MCA) (12/1/2/2) (P 69 : ANNEXURES – Separate Cover)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

[MCA]

1. That the Draft Annual Report for Matjhabeng Municipality as required in terms of section 46 of the Municipal Systems Act (Act no 32 of 2000) **BE ADOPTED**.
2. That Councillors and Heads of Department be given fourteen (14) days to comment on the Draft Annual Report.

8.

A49A/2003

FINANCIAL REPORTS FOR APRIL AND MAY 2003 (CEMFM) (6/12/2/1) (P71A : ANNEXURES P 79 – 90)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

1. That the corrected financial reports for April and May 2003 **BE NOTED**.
- [CEMFM] 2. That a workshop **BE HELD** to take councillors through the financial reports and statements to enhance a better comprehension of how they are presented.

A49B/2003

FINANCIAL REPORTS FOR JUNE AND JULY 2003 (CEMFM) (6/12/2/1) (P71B : ANNEXURES P 79 – 90)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

1. That the corrected financial reports for June and July 2003 **BE NOTED**.
- [CEMFM] 2. That a workshop **BE HELD** to take councillors through the financial reports and statements to enhance a better comprehension of how they are presented.

A50/2003

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDING 30 JUNE 2003 (6/12/2/1) (MBC) (P 72 : ANNEXURES – Separate Cover)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

1. That the 2002/2003 Annual Financial Statements **BE APPROVED**.
- [CEMFM] 2. That the Annual Financial Statements **BE PRESENTED** to the Auditor-General for audit purposes.

A51/2003

REPORT OF THE AUDITOR-GENERAL ON THE FINANCIAL STATEMENTS FOR THE FORMER ODENDAALSRUS TRANSITIONAL LOCAL COUNCIL FOR THE YEAR ENDED 30 JUNE 2001 (MM-MIA) (6/12/2) (P 73 : ANNEXURES P 91 – 102)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

That Council **CONDONES** the amount overcharged.

9.

A52/2003

PERFORMANCE MANAGEMENT SYSTEM (Office of the Executive Mayor)
(5/3/2/1)(P 74 : ANNEXURES P 103 – 116)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

[Executive
Mayor]

That all key stakeholders (Councillors and Staff) need **TO MAKE** their input on the draft Strategic Direction for **FINAL APPROVAL** in the next Council meeting.

A53/2003

MATJHABENG HOUSING SECTOR PLAN (5/1/2/2) (EMHD&EM) (P 75 :
ANNEXURES P 117 – 138)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

[EMHDEM]

1. That Council **ADOPTS** the Housing Sector Plan as proposed and that the Plan be **INCLUDED** in the Matjhabeng Municipality IDP document.
2. That the proposed organizational structure in the Housing Sector Plan **BE NOTED**.
3. That the proposed organogram **BE REFERRED BACK** to the Section 80: Housing Development and Environmental Management Committee to be deliberated thoroughly and that the recommendation be submitted to Council by the Municipal Manager after consultation with the Executive Mayor.

A54/2003

REPORT: PLACEMENT OF PERSONNEL (EMHR) (5/3B) (P 78 : ANNEXURES
P 139 – 155)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

That the report on the placement of personnel **BE NOTED**.

10.

A55/2003

REALLOCATION OF FUNDS: EXTENSION OF DISTRIBUTOR ROAD IN MELODING (VIRGINIA) (CEMES) (19/4/1) (P 79)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

[CEMES]
[CEMFM] That Council applies to Lejweleputswa District Municipality to reallocate funds in the amount of R400 000,00 from the previous allocation to Matjhabeng Municipality for the extension of the Distributor Road in Meloding.

A56/2003

REALLOCATION OF FUNDS FOR THE EXTENSION OF NDAKI ROAD (19/4/6) (CEMES) (P 80 : ANNEXRUES P 156)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

[CEMES]
[CEMFM] That Matjhabeng Municipality requests Lejweleputswa District Municipality to reallocate funds from the previous allocation and make a contribution of 50%, i.e. R2 235 298,74, towards the construction costs for the extension of Ndaki Road.

A57/2003

REALLOCATION OF FUNDS: RECTIFICATION OF MMAMAHABANE MAIN OUTFALL SEWER (VENTERSBURG) (CEMES) (6/1/2/2) (P 81 : ANNEXURES P 157 - 159)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

That this item **BE WITHDRAWN**.

A58/2003

2004/2005 OPERATING- AND CAPITAL BUDGET TIME-TABLE (6/1/1/1 – 2004/2005) (CEMFM) (P 83 : ANNEXURES P 160 – 162)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

That the Council **TAKE NOTE** of the proposed time-table for the compilation of the 2004/2005 Operating- and Capital Budget.

11.

A59/2003

REPORT ON DECISIONS TAKEN UNDER DELEGATED POWERS (3/1/2)
(MM) (EXECUTIVE MAYOR'S REPORT PAGE 1 – 28)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

That the resolutions taken by the Executive Mayor under delegated powers, as they appear on the Annexures marked **Executive Mayor's Report**, i.e. MC156/2003 to MC167/2003, MC168/2003 to MC182/2003, MC183/2003 to MC189/2003, MC191/2003 to MC197/2003, MC198/2003 to MC210/2003 and MC211/2003 to MC220/2003, **BE CONFIRMED.**

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CONFIDENTIAL

EXTRACT OF CONFIDENTIAL ITEMS FROM THE

MINUTES

OF THE

**5TH ORDINARY MEETING
FOR THE YEAR 2003**

of

MATJHABENG MUNICIPALITY

held on

TUESDAY, 30 SEPTEMBER 2003

at

16:00

C6/2003

VIRGINIA TLC: FORENSIC REPORT ~ OVERTIME (6/12/2/1) (MM) (MIA) (P 1)

COUNCIL RESOLVED (30 SEPTEMBER 2003)

- [MM]
1. That this matter **BE REFERRED BACK** to the Council's Performance Audit Committee to consider the position of all those officials that the Auditor General refers to in his report.
- [Executive Mayor]
2. That the Executive Mayor obtains a legal opinion on those aspects of the report that would need to be **re-interpreted** differently from the Virginia TLC's interpretation.
 2. That calculations be made with regard to the following aspects of the Auditor General's report and a recommendation be made to Council concerning same:
 - (a) That the 5 hours that were incorrectly calculated be added to the balance of the overtime earned by Mr Maritz on the overtime sheets.
 - (b) That the hours incorrectly extended, namely 22,75 hours, be subtracted from the balance of the overtime as generated on the overtime form.
 - (c) That the hours incorrectly extended, namely 10,5 hours, be subtracted from the balance of the overtime as generated on the overtime form.
 - (d) That the 14 hours that were taken off in terms of the leave regulations be deemed unauthorised and be retrieved from Mr Maritz.
 - (e) That the 184 hours (23 days) that were converted in terms of Council resolution 9A(2A) be deemed unauthorised and be retrieved from Mr Maritz.
 - (f) That the duplicated hours (2 hours 20 minutes) according to the normal overtime register be retrieved from Mr Maritz and be subtracted from the balance of the normal overtime register.