

# **MINUTES**

**OF THE**

**5<sup>TH</sup> ORDINARY MEETING  
FOR THE YEAR 2004**

**of**

**MATJHABENG MUNICIPALITY**

**held on**

**TUESDAY, 5 OCTOBER 2004**

**at**

**16:00**

**COUNCILLORS PRESENT : COUNCIL MEETING : 5 OCTOBER 2004**

**ANC**

<b>PROPORTIONAL</b>			
1.	Leeuw SJ ( <b>Executive Mayor</b> )	15.	Ikaneng MI
2.	Matsepe TV ( <b>Speaker</b> )	16.	Mafantire MJ
3.	Tsubane ME	17.	Mafongosi VZ
4.	Menong KS ( <b>MMC</b> )	18.	Mashinini NL
5.	Ramaisa KA ( <b>MMC</b> )	19.	Alexander RR
6.	Tladi RE ( <b>MMC</b> )	20.	Radebe ML
7.	Thuthani ZA ( <b>MMC</b> )	21.	Sephiri MJ
8.	Matosa AN	22.	Tlhone ML
9.	Matlabe MMT	23.	Vanga M
10.	Mbana MA	24.	Kotzee D
11.	Mokhathi PE	25.	Masoleng NI
12.	Bengu VV	26.	Kujoana MA
13.	Dali VN	27.	Motshabi MP
14.	Dlova TW		
<b>WARD</b>			
28.	Matsbukanye MM ( <b>Absent</b> )	43.	Mfebe MSE
29.	Tshabangu SE ( <b>MMC</b> )	44.	Mhlaba N
30.	Mohloli PP	45.	Mokolutlo LA
31.	Mogole RR	46.	Montshioa BA ( <b>MMC</b> )
32.	Liphoko SJ	47.	Mosala MS
33.	Mokoena ME ( <b>Written apology</b> )	48.	Nakwa TA
34.	Masienyane MD	49.	Ngangelizwe S
35.	Baaitjies M	50.	Radebe LLF
36.	Dassie YS	51.	Ramojela JN
37.	Dlamini SC	52.	Rubulana L
38.	James TH	53.	Seboholi CP
39.	Khalipha TD ( <b>MMC</b> )	54.	Taliwe FE
40.	Mabuya FF	55.	Thoabala TE ( <b>MMC</b> )
41.	Manzana NR	56.	Tsoene TD
42.	Masoka NL	57.	Tsatsa SJ

**DA**

<b>PROPORTIONAL</b>			
58.	Fourie JJC	62.	Maqena AM
59.	Marais (Dr) JS	63.	Ntsala MM
60.	Auret IH	64.	Olivier JJ ( <b>Written apology</b> )
61.	Neumann VH	65.	Styger A
<b>WARD</b>			
66.	Bothma B	69.	Edeling JH ( <b>Written apology</b> )
67.	Louw ML ( <b>Absent</b> )	70.	Van Rooyen HC
68.	Smit DC ( <b>Written apology</b> )	71.	Du Toit JJB ( <b>Written apology</b> )

# II

## PAC

PROPORTIONAL	
72.	Majoe TS

### OFFICIALS

Mr RSB Sesele	:	Municipal Manager
Mr JG Maritz	:	Acting Executive Manager: Corporate Services
Dr KP van der Walt	:	Executive Manager: Economic Development & Spatial Planning
Me AC Schoeman	:	Admin Officer (Corporate Services)
Mr D Mana		

### 1. OPENING

Rev K Jansen (Reformed Church) opened the meeting with Scripture reading and prayer.

### 2. APPLICATIONS FOR LEAVE OF ABSENCE

See Attendance List.

### 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

None

### 6. REPORTS RECEIVED FROM THE SPEAKER

A55/2004 – A56/2004

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

### III

## 7. MOTIONS OF SYMPATHY AND CONGRATULATIONS BY THE SPEAKER

### CONGRATULATIONS

7.1 The Speaker congratulated the following Councillors on their birthdays :

D Kotzee	12 November
M Baaitjies	15 November

7.2 The Speaker congratulated the following boxers, girls and boys, who excelled in their different divisions and handed over certificates:

Mathuto Choeu	Silver (Alberton) - Super Heavy Welter weight
Mohale Rethabile	Silver (Alberton) - Super Heavy Welter weight
Lwandile Sityata	Gold (Bloemfontein)(SA Champion) - Handed over certificate
Nkosana Sigwela	Silver (Bloemfontein) – Fly weight Handed over certificate
Charles Moholo	Bronze (Bloemfontein) - Paper weight

7.3 The Speaker informed the Council about the following certificates that Matjhabeng received:

PMR Certificate from Professional Management Review for Free State Leaders and Achievers, The city's initiatives and achievements over the past 12 months - Matjhabeng Municipality (Welkom). Attracting foreign international investments. (Third place overall) nominated by Free State Corporates.

Free State Leaders and Achievers. The city/town's initiatives and achievements over the past 12 months - Matjhabeng Municipality (Welkom). For Social Upliftment and Creating Investment Opportunities - excellence (2<sup>nd</sup> overall in Free State).

FGF Centre – Development Agency (Joint 2<sup>nd</sup> Overall in Free State).

## 8. MOTIONS OF SYMPATHY AND CONGRATULATIONS FROM OTHER MEMBERS

8.1 The Executive Mayor congratulated MACLA on a successful conference that was held.

8.2 The Executive Mayor congratulated Lejweleputswa District Council on a successful Tourism week.

## 9. DEPUTATIONS AND INTERVIEWS

None

### IV

**10. DISCLOSURE OF INTEREST**

Cllr KS Menong requested to be recused during the discussion of item A55/2004.

**11. MINUTES OF THE PREVIOUS MEETINGS**

**IT WAS RESOLVED (5 OCTOBER 2004)**

- 11.1 That the minutes of the 4<sup>th</sup> Ordinary meeting of the Council held on 27 July 2004 be **APPROVED** and **CONFIRMED** as a true reflection of what transpired at the meeting subject to the following amendments:

*Page 1 (Item A49/2004)*

**MONTHLY REPORT – APRIL 2004 (6/12/2/1) (CFO)**

*The inclusion of point 11 that reads as follows:*

*That the Executive Mayor, with authorization, takes certain action to enhance finances and improve service delivery of Council and that a report be submitted to the Council.*

*Page 4 (Item A53/2004)*

**MATJHABENG MUNICIPALITY: DESIGNATION OF THE WHIP OF COUNCIL AS A FULL-TIME COUNCILLOR (3/1/B) (MM)**

*The amendment of point 2 to read as follows:*

*That it **BE NOTED** that the DA **did not support** the creation of the post.*

- 11.2 That the minutes of the Special meeting held on 31 August 2004 be **APPROVED** and **CONFIRMED** as a true reflection of what transpired at the meeting.

**12. FORMAL SIGNING OF MINUTES**

The Speaker indicated that he would sign the minutes after the amendments have been made.

**13. MATTERS ARISING FROM THE MINUTES**

None

**14. QUESTIONS OF WHICH NOTICE WAS GIVEN**

None

**15. REPORTS OF THE EXECUTIVE MAYOR AND COMMITTEES**

A57/2004 – A67/2004

**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 4** Item **A68/2004** of these minutes.

**17. MOTIONS**

None

**18. CLOSURE**

The meeting ended at **18:20**.

.....  
**TV MATSEPE (SPEAKER)**

.....  
**DATE**

A55/2004

**DISCLOSURE OF INTEREST : COUNCILLOR KS MENONG (3/1/1) (MCA) (P1 : ANNEXURE P1)**

*//Cllr KS Menong recused himself from the discussion of this item.//*

**PURPOSE OF THE REPORT**

To submit to Council information regarding the interest of Councillor KS Menong.

**IT WAS RESOLVED (5 OCTOBER 2004)**

[MCA] That the disclosure of interest of Councillor KS Menong 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**.

A56/2004

**MATJHABENG MUNICIPALITY: DESIGNATION OF THE WHIP OF COUNCIL (3/1/B) (MCA) (Office of the Speaker) (P2)**

**PURPOSE**

To submit the above-mentioned matter to Council following a resolution previously taken in this regard.

**IT WAS RESOLVED (5 OCTOBER 2004)**

[MCA] That Councillor S Ngangelizwe **BE APPOINTED** as the full-time Whip of Council with immediate effect.

A57/2004

**BUDGET POLICIES, GAMAP POLICIES AND PROCEDURES MANUAL (6/4/1) – (CFO) (P3 : ANNEXURE P2-10)**

**PURPOSE**

To obtain approval for the budget policies, generally accepted municipal accounting practice [GAMAP] policies and procedures manual of Matjhabeng Local Municipality as compiled.

**IT WAS RESOLVED(5 OCTOBER 2004)**

[CFO] 1. That the Budget Policies **BE APPROVED** and **IMPLEMENTED**.

2. That the Generally Accepted Municipal Accounting Practice Policies **BE APPROVED** and **IMPLEMENTED** and that officials should acquaint themselves in complying therewith.
3. That a series of workshops **BE CONDUCTED** by the service provider within four (4) months of this decision so as to enable all role players to understand the impact and the practical implementation thereof.
4. That the funding **BE SOURCED** from the Finance Management Grant.
5. That the pro forma financial statement as in terms of GAMAP **BE SUBMITTED** at the next Council meeting.

#### **A58/2004**

#### **BUDGET REFORM PROGRESS (6/4/1) – (CFO) (P5)**

#### **PURPOSE**

To inform council regarding the progress made with the implementation of Budget Reforms and the implementation of Generally Accepted Municipal Accounting Practise.

#### **IT WAS RESOLVED (5 OCTOBER 2004)**

[CFO]

1. That the progress report **BE NOTED**.

That further information on the progress made on the Asset verification, Asset register and Valuation roll **BE SUBMITTED** to the next Council meeting.

That the IDP review **BE ALIGNED** to the Budget time table for 2005/2006.

That information on staff trained on the financial system **BE SUBMITTED** to the next Council meeting.

#### **A59/2004**

#### **MONTHLY FINANCIAL REPORT – JUNE 2004 (6/12/2/1) – (CFO) (P8)**

#### **PURPOSE**

To inform council regarding the financial results for the period 01/06/2004 to 30/06/2004.

#### **IT WAS RESOLVED (5 OCTOBER 2004)**

[CFO]

1. That the item **BE NOTED**.

[MMC:FM]  
[MM]

2. That the MMC: Financial Management **MUST ENSURE** that the Municipal Manager **TAKES** necessary steps in line with Council Resolutions of 27 July 2004 on Financial Reports.



3. That if the MMC: Financial Management is encountering any problem, he **MUST REQUEST** the intervention from the Executive Mayor.

[MM]  
[CFO]

4. That the Municipal Manager and the Chief Financial Officer **MUST SUBMIT** to the Section 80 Portfolio Committee for Finance and the Mayoral Committee an implementation plan of the recovery plan.

That the Credit Control Management should **BE IMPROVED** with immediate effect to ensure that by 1 September 2004 there would be a dedicated team to start recovering money vigorously.

That access to vending machines **BE INVESTIGATED** and **BE IMPROVED**.

That staff **BE MADE AVAILABLE** to assist with arrangements at all offices.

That office hours on month-end and weekends **BE CHANGED** to make it possible for the public to pay their accounts.

That table C3 on page 26 of the agenda **BE RESUBMITTED** with the missing column.

[CFO]

10. That a progress report **BE SUBMITTED** to the next Council meeting on all the above-mentioned matters.

#### **A60/2004**

#### **APPOINTMENT OF MEMBERS OF THE PUBLIC TO SERVE ON THE PERFORMANCE AUDIT COMMITTEE (MM) (6/12/3/1) (P21 : ANNEXURE P11-13)**

#### **PURPOSE**

To obtain approval from Council for the appointment of the members of the Performance Audit Committee.

#### **COUNCIL RESOLVED (5 OCTOBER 2004)**

[MM]

1. That the following members of the public, who had applied to serve on the Performance Audit Committee, **BE APPOINTED** with effect from 1 September 2004:

Mr LS Moduane  
Mrs ML Sitole  
Mrs MC Mokhampanyane  
Mrs DC van Zyl  
Mr JM Lenyehelo

2. That the Performance Audit Committee be allowed to request further expertise if needed.

3. That a maximum of two hours preparation time at R300,00 per hour be allowed.
4. That R300,00 per hour be allowed per sitting with the maximum time of three hours per sitting.
5. That the proposed payments be effected with immediate effect starting from the first succeeding meeting of the Performance Audit Committee.

#### **A61/2004**

#### **PROPOSED ADOPTION OF MASTER SYSTEM PLAN (MICT) (2/4) (P23)**

##### **PURPOSE**

To propose to Council the adoption of the Master System Plan as the three year strategy for ICT information system planning.

##### **COUNCIL RESOLVED (5 OCTOBER 2004)**

- [MICT]
1. That the Master System Plan **BE ADOPTED** in its entirety as the Information System Strategy for Council.

That the projects identified in the MSP **BE PRIORITIZED AND INCLUDED** in IDP of Council as ICT projects.

#### **A62/2004**

#### **ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDING 30 JUNE 2004 (6/12/2/1) – (MBC) (P25 : Separate Cover)**

##### **PURPOSE**

To inform Council regarding the compilation of the Annual Financial Statements (AFS) for the year ending 30/06/2004

##### **COUNCIL RESOLVED (5 OCTOBER 2004)**

- [MBC]
1. That the submission of the Annual Financial Statements for the year ending 30 June 2004 to the Auditor-General, without being submitted to Council, **BE CONDONED**.
  2. That it **BE NOTED** that Council was dissatisfied with the manner in which Council's resolution regarding this matter was handled by the officials concerned.

A63/2004

**REPORT OF THE AUDITOR-GENERAL TO MEMBERS OF THE COUNCIL OF MATJHABENG LOCAL MUNICIPALITY ON THE FINANCIAL STATEMENTS OF MATJHABENG LOCAL MUNICIPALITY FOR THE YEAR ENDED 30 JUNE 2003 (MM) (12/1/2/1) (P26 : Separate Cover)**

**PURPOSE:**

To submit the Report of the Auditor-General on the Audit of Financial Statements of Matjhabeng Local Municipality for the year ended 30 June 2003 for consideration.

//The DA requested time to caucus and the meeting adjourned at 17:30 to 17:50//

**IT WAS RESOLVED (5 OCTOBER 2004)**

- [MM] 1. That Council, with great concern, **TAKES NOTE** of the Auditor General's Report on the Financial Statements for the year-ended 30 June 2003
- [Exec.Mayor] 2. That Council further **DELEGATES** the Executive Mayor to **SUBMIT** an action plan and progress in addressing the corrective control measures as identified by the Auditor-General.
- That the Performance Audit Committee must **REPORT DIRECTLY** to the Executive Mayor on the progress of improving internal control.
- [Exec.Mayor] 4. That the Executive Mayor **MAY APPOINT** a special ad hoc committee to assist, investigate and recommend immediate action.
5. That the nature of the report and the Management's comments **BE NOTED**.
- [Exec.Mayor] 6. That the Executive Mayor **BE MANDATED** to set in motion the procedure for the suspension and disciplinary process of the Municipal Manager and give effect thereto and if necessary a special Council meeting be called to update Council and to seek guidance from the Council.

A64/2004

**RESUBMISSION OF THE ORGANISATIONAL STRUCTURE: PUBLIC SAFETY AND TRANSPORT (2/1) (MOES) (P28 : ANNEXURE P14-31)**

**PURPOSE**

To submit the organisational structure of the Department: Public Safety and Transport for reconsideration and re-approval

**IT WAS RESOLVED (5 OCTOBER 2004)**

- [MM] 1. That the findings of the investigation to be done by the Municipal Manager on why the approved structure was not used to place people in the Department: Public Safety and Transport and the actions taken **BE REPORTED** at the next Council meeting.
2. That it **BE NOTED** that the extra R2 million would only be incurred if the structure would be fully complimented (not all posts are crucial, thus the extra costs would not be incurred during the current financial year).
- [MOES] 3. That the re-submitted Organisational Structure and the summary of staff complement of the Department Public Safety and Transport **BE APPROVED**.
- That it **BE NOTED** that further placement processes in terms of the Placement Policy for the Department Public Safety and Transport took place and were finalized during September 2004 whilst taking into account that it must be done within the approved budget.
- [MOES] 5. That Council's total organizational structure **BE RESUBMITTED** to Council at the next meeting to be held.

A65/2004

**HOUSING DISPUTE RESOLUTION COMMITTEE: INVESTIGATION OF  
CLLR LIPHOKO'S INVOLVEMENT IN CASE NO. 3 – SITE NO. 4093 STILTE  
PARK, MELODING, VIRGINIA HELD ON 18 MARCH 2004 (8/3/2/50/4) (4/1/2/2)  
(EMHDEM) (P30 : ANNEXURE P32-34)**

**INTRODUCTION**

To submit before Council the report of investigation of involvement of Councillor Liphoko in the above-mentioned case – site 4093 Stilte Park, Meloding, Virginia.

**IT WAS RESOLVED (5 OCTOBER 2004)**

- [EMHDEM] That the Council **TAKES NOTE** of the clarification regarding Cllr Liphoko's involvement in the case and that the matter be regarded as finalized.

**A66/2004**

**APPLICATION TO BUY THE REMAINDER AND SUBDIVISION 3 OF ERF 8, CENTRAL BUSINESS AREA, WELKOM (MM) (8/3/2/10) (P31 : ANNEXURE P35-52)**

**PURPOSE**

To submit the resolution of the Mayoral Committee regarding the application received by Ixhanti Letho (Pty) Ltd.

To obtain Council's approval to sell the said property as applied for.

**IT WAS RESOLVED (5 OCTOBER 2004)**

[Exec.Mayor] That the matter **BE REFERRED BACK** to the next Council meeting to allow further clarification on the matter.

**A67/2004**

**COMMUNITY DEVELOPMENT WORKERS' PROGRAMME (AEMCS) (5/3/1) (P36 : ANNEXURE P53-63)**

**PURPOSE**

To inform Council regarding the said programme.

**IT WAS RESOLVED (5 OCTOBER 2004)**

[AEMCS] 1. That Council takes note of the Provincial Community Development Workers' Programme.

That Council approves and supports the said programme within its area of jurisdiction.

[SPEAKER] 3. That the Office of the Speaker keeps Council posted on the progress of the program at least on a quarterly basis.

4. That Council **TAKES NOTE** of the clustering of wards for the purposes of allocating a CDW by the Chair of Chairs Committee.

A68/2004

**REPORT ON DECISIONS TAKEN UNDER DELEGATED POWERS** (3/1/2)  
**(MM) (EXECUTIVE MAYOR'S REPORT PAGE 1 – 43)**

**IT WAS RESOLVED** (5 OCTOBER 2004)

[FILE] That the resolutions taken by the Executive Mayor under delegated powers as they appear on the Annexures marked **Executive Mayor's Report**, i.e. MC110/2004 to MC132/2004, MC133/2004 to MC138/2004, MC140/2004 to MC153/2004, MC158/2004 to MC179/2004, MC181/2004 to MC182/2004 and MC183/2004 to MC191/2004, **BE CONFIRMED.**

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