

**MAKHADO LOCAL MUNICIPALITY**  
**OFFICE OF THE DIRECTOR CORPORATE SERVICES**

MINUTES OF THE ONE HUNDRED AND FORTY EIGHTH (148<sup>th</sup>) SPECIAL COUNCIL MEETING OF MAKHADO MUNICIPALITY WHICH WAS HELD ON THURSDAY, 5 DECEMBER 2019 IN THE COUNCIL CHAMBER, CIVIC CENTRE, KROGH STREET, MAKHADO AT 14:00.

**PRESENT**

**Councillors**

BALIBALI, T  
 BALOYI, R S  
 BULALA, S I  
 DAVHANA, N D  
 GABARA, M J  
 KUTAMA, T  
 LUKHELI, J  
 MADULA, S  
 MADUWA, E  
 MADUWA, L G  
 MADZHIGA, F N  
 MAINGO, R T  
 MALIVHA, N V  
 MALULEKE, K M  
 MAMAFHA, T C  
 MAMAFHA, T J  
 MAMOROBELA, T P  
 MAPHUBU, K  
 MARAGA, T A  
 MASUKA, S  
 MASUTHA, L G  
 MATHALISE, L M  
 MATUMBA, A  
 MBOYI, M D

MOGALE, L B  
 MOHLABA, T J  
 MTHOMBENI, S Z  
 MUKHARI, M F  
 MUKWEVHO, G T  
 MUKWEVHO, T D  
 MULEFU, M E  
 MUNYAI, N S  
 MUSANDIWA, P N  
 NDOU, M D  
 NDOU, M N  
 NEMUDZIVHADI, N S  
 NETHULWE, M F  
 NYELISANI, S S  
 RAMAVHOYA, K S  
 RAMUSHAVHA, G M  
 RASHAMUSE, A G  
 SIMANGWE, N J  
 TAMBANI, T E  
 TSHIAMBWA, L R  
 TSHILAMBYANA, M S

**Officials**

N F THIVHENGWA	(MUNICIPAL MANAGER)
H J LUKHELI	(ACTING DIRECTOR COMMUNITY SERVICES)
N DAGADA	(ACTING DIRECTOR CORPORATE SERVICES)
M G RALISHUKU	(ACTING DIRECTOR TECHNICAL SERVICES)
M D MUNYAI	(ADMINISTRATIVE OFFICER: COMMITTEES)
S W MATHONSI	(SERGEANT OF ARMS)

**Traditional Leaders**

None

**Guests**

J S MASITE	(CHAIRPERSON: AUDIT COMMITTEE)
L S MOFOKENG	(CHAIRPERSON: RISK COMMITTEE)

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**1. OPENING: MOMENT OF REFLECTION**

The Speaker, Cllr L B Mogale ruled that a moment of silence be observed for meditation and prayer, where after she declared the meeting officially opened and welcomed everyone present.

She expressed that all be reminded of the Municipality's Vision and Mission as follows:

**Vision:** *"A dynamic hub for socio-economic development by 2050"*

**Mission:** *"To ensure effective utilization of economic resources to address socio-economic imperatives through mining, agriculture and tourism"*

## 2. NOTICE OF THE MEETING

The Speaker confirmed that all members had received notice of the meeting, i.e. by sms, by e-mail, as well as in hard copy format.

## 3. APPLICATION FOR LEAVE OF ABSENCE

RESOLVED –

THAT leave of absence be granted in terms of the provisions of Rule 21 of the Council's Rules of Order, 2016 published under Provincial Gazette Notice no. 2736 dated 29 July 2016 in respect of the Special Council meeting held on 5 December 2019 to Cllrs T M Babadu, N F Chililo, A du Plooy, M G Furumela, F B Hlongwane, M S Machete, M R Magada, M R Mokgoadi, N Munyai, T M Malange, M E Malima, M L Masengani, D Ratshikuni, M A Selapanya, T Seshoki and E T Sithi.

### REMARK:

2.1 Cllrs T E Dzivhani, B K Jones, N B Jones, N Kutama, V S Luduvhungu, N A Mafhala, M J Mpashe, M C Nematandani, M G Phoshoko, R Raliphada, M A Mashamba, S M Sinyosi, G Tshibvumo and S S Tshifura were not present at the meeting.

2.2 Khosi T G Muila, Hosi S T Mukhari, Khosi V C Ramabulana, Hosi H S Mukhari, Khosi N T L Mashamba, Khosi P V Kutama, Khosi P Netsianda, Khosi R H Sinthumule, Khosi M M Mphephu and Khosi F Molema were not present at the meeting.

## 4. OFFICIAL ANNOUNCEMENTS

### Presentation: Audit & Risk Committee

Upon arrangement with the Office of the Mayor, a presentation was made by Ms J S Masite, Chairperson of the Audit Committee and Mr L S Mofokeng, Chairperson of the Risk Committee on the report of the Audit Committee and Performance Audit Committee to Council. *(It was done at the end of the meeting.)*

Council took note of the presentation and requested the Administrative Management to process the matter further.

## 5. REPORT OF THE EXECUTIVE COMMITTEE AND SECTION 79 COMMITTEES

### (a) Recommendations of the Executive Committee in terms of section 59 (1) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000): November & December 2019

502<sup>nd</sup> Executive Committee meeting held on 29 November 2019

503<sup>rd</sup> Executive Committee meeting held on 5 December 2019

### (b) Recommendations of the Section 79 Oversight Committees in terms of section 59 (1) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000): December 2019

64<sup>th</sup> Section 79 Oversight Committee: Corporate Services meeting: 2 December 2019

36<sup>th</sup> Section 79 Oversight Committee: Development Planning meeting: 2 December 2019

**ITEM A.140.05.12.19****LOCAL ECONOMIC DEVELOPMENT: FINAL DRAFT LOCAL ECONOMIC DEVELOPMENT STRATEGY, 2019 (12/3/3/66)**

RESOLVED A.140.05.12.19 (COUNCIL)

THAT as contained in the final Draft LED Strategy, 2019 attached to the report in this regard, and taking into cognisance the need for the LED Strategy in the Municipality to guide economic development programmes, the final draft of the reviewed LED Strategy be noted by Council before the final closing report of the reviewed Strategy is submitted. (DDP)

ReviewLEDStrategy\_itm

**ITEM A.141.05.12.19****COUNCIL COMMITTEES: REPORT OF ATTENDANCE OF MEETINGS OF COUNCIL AND ITS COMMITTEES – JULY 2019 TO SEPTEMBER 2019 – QUARTER 1, 2019/2020 FINANCIAL YEAR (4/1/B & 10/1/5/1)**

RESOLVED A.141.05.12.19 (COUNCIL)

1. THAT note be taken of the number of meetings held by Council and its Committees for the period 1 July 2019 to 30 September 2019 as follows:

*SUMMARY OF MEETINGS HELD – QUARTER 1 OF 2019/20*

<b>DATE 2019</b>	<b>NUMBER OF SECTION 79 COMMITTEES' MEETINGS</b>	<b>NUMBER OF EXECUTIVE COMMITTEE MEETINGS</b>	<b>NUMBER OF COUNCIL MEETINGS</b>
July	5	2	1
August	6	2	1
July	1	1	0
<b>TOTAL</b>	<b>7</b>	<b>5</b>	<b>2</b>

*NB. Excluding LLF meetings of which 1 were held*

(DCS)

2. THAT note be taken of the *Report of Attendance of meetings by councilors* for the period 1 July 2019 to 30 September 2019 as more fully recorded in the report in this regard. (DCS)
3. THAT all councilors who were absent from three (3) or more consecutive meetings of Council and its committees be notified to appear before the Section 79 Ethics Committee to give reasons why they do not attend such meetings. (DCS)
4. THAT the Section 79 Standing Committee: Ethics submit a report about all Councillors who were absent for three or more consecutive meetings of Council and its committees at the next Executive Committee meeting. (DCS)

**ITEM A.142.05.12.19****PERSONNEL: EXTENSION OF ACTING PERIOD: DIRECTOR TECHNICAL SERVICES  
(5/3/4/5/23; 5/6/4)**

RESOLVED A.142.05.12.19 (COUNCIL)

THAT it be approved that the Manager Civil Engineering, Mr M G Ralishuku be designated to act for a further period of three (3) months in the capacity as Director Technical Services, commencing with retrospect of 1 December 2019 until 28 February 2020 and should recruitment process of the Director Technical Services be finalised before the acting duration expires, it will end when the Director Technical Services assume his/her position. (DCS)

ActingDTS\_itm(4)

**ITEM A.143.05.12.19****PERSONNEL: APPOINTMENT OF DIRECTOR TECHNICAL SERVICES  
(5/3/B, 5/3/4/3, 5/3/4/4/36)****REMARK:**

When this matter was considered, Cllr L M Mathalise proposed, duly seconded by Cllr P N Musandiwa that the matter be referred back and be submitted again at the next Council meeting. The proposal was generally accepted and recorded as Council Resolution here below.

RESOLVED A.143.05.12.19 (COUNCIL)

THAT the matter be referred back and submitted again at the next Council meeting. (DCS)

AppointmentDTS\_itm(3)

**ITEM A.144.05.12.19****PERSONNEL: APPOINTMENT OF THE DIRECTOR DEVELOPMENT AND PLANNING  
(5/3/B, 5/3/4/3, 5/3/4/4/53)****REMARK:**

When this matter was considered, Cllr M S Tshilamyana proposed, duly seconded by Cllr E Maduwa that the matter be referred back and be submitted again at the next Council meeting. The proposal was generally accepted and recorded as Council Resolution here below.

RESOLVED A.144.05.12.19 (COUNCIL)

THAT the matter be referred back and submitted again at the next Council meeting. (DCS)

AppointmentDDP\_itm(2)

**ITEM A.145.05.12.19****PERSONNEL: 2019/2020 STAFF ESTABLISHMENT  
(5/1/2/1-10)**

RESOLVED A.145.05.12.19 (COUNCIL)

1. THAT Council take note of the Staff Establishment for the 2019/2020 financial year attached as Annexure to the report in this regard. (DCS)

2. THAT Council note that the posts of Traffic Officer and Secretaries have been upgraded to post level 8. (DCS)
3. THAT Council note that the posts of Secretaries will be advertised on post level 8. (DCS)
4. THAT Council note that the post levels will range from 1 to 15, with level 1 being that of the Municipal Manager, and in sequence further to the remainder posts. (DCS)
5. THAT Council note that vacant posts will be advertised after Departments determined their priorities for the year. (DCS)

DraftStaffEstablishment2019-20\_itm

**REMARK:**

Items A.146.05.12.19 to A.149.05.12.19 are reported directly to Council by its Section 79 Standing Committee: MPAC and are recorded elsewhere in this minutes.

**ITEM A.150.05.12.19**

**PERSONNEL: CLOSING OF MUNICIPAL OFFICES DURING FESTIVE SEASON 2019/2020 (5/6/4)**

**REMARK:**

Due to time constraint this report was not submitted to the Section 79 Oversight Committee: Corporate Services for consideration.

**RESOLVED A.150.05.12.19 (COUNCIL)**

1. THAT the closure of all municipal offices for the 2019 festive season be approved as follows -  
 Tuesday, 24 December 2019 at 12h00  
 Tuesday, 31 December 2019 at 12h00. (DCS)
2. THAT the Public Library services be closed on Saturday, 21 and Saturday, 28 December 2019 as well as Saturday, 4 January 2020. (DCS)
3. THAT the early closure of Municipal offices as set out in paragraph 1 above is subject to the following conditions:
  - 3.1 The Acting Director Community Services must compile a management plan for disaster, emergency and traffic services during the festive season and the 24/7 Municipal Call Centre must be fully functional.
  - 3.2 Proper notice of the early closure must be published in the local media and notices displayed at strategic points in good time in order to inform members of public accordingly.
  - 3.3 All emergency and stand-by municipal services will continue uninterrupted as is the case in regard to all other public holidays and during week-ends.
  - 3.4 The 24/7 Municipal Call Centre must have two (2) call centre attendants on duty for every shift.

- 3.5 A proposed plan on how to deal with disaster issues during this time must be submitted to the Municipal Manager. (DCOMS/DCS)

ClosingOffices\_itm

- (c) **Recommendations of the Section 79 Standing Committee: MPAC in terms of section 59 (1) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000): November 2019**

**ITEM A.146.05.12.19**

**MPAC: FINANCE: PROCUREMENT IN TERMS OF CLAUSE 36: DEVIATIONS QUARTER 1, 2019/20 FINANCIAL YEAR (10/1/5/2)**

RESOLVED A.146.05.12.19 (COUNCIL)

1. THAT the Chief Financial Officer must limit deviations and attempt to follow Supply Chain Management Policy and process as far as possible. (CFO)
2. THAT the Municipal Manager must submit to MPAC the maintenance plan of all municipal vehicles and trucks. (MM)

MPACDeviationQuarter1 2019-2020\_itm

**ITEM A.147.05.12.19**

**MPAC: REPORTS AND SURVEYS: OUTSTANDING MATTERS: COUNCIL RESOLUTIONS – QUARTER 1: 2019/20 FINANCIAL YEAR (10/1/6/1)**

RESOLVED A.147.05.12.19 (COUNCIL)

THAT Management must implement all Council Resolutions to avoid delay in service delivery.

MPACCouncilResolutionImplementationQ1-2019-2020\_itm (ALL DIRS)

**ITEM A.148.05.12.19**

**MPAC: PERFORMANCE MANAGEMENT: SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN PROGRESS REPORT: QUARTER 1, 2019/20 FINANCIAL YEAR (10/1/4/1 – 10/1/4/8)**

RESOLVED A.148.05.12.19 (COUNCIL)

THAT MPAC takes note of the Quarter 1 Service Delivery and Budget Implementation Plan Progress report for the 2019/20 financial year. (DCS)

MPACSDBIPQ1 2019-20\_itm

**ITEM A.149.05.12.19****MPAC: FINANCE: IN YEAR MONITORING AND REPORTING: 1<sup>st</sup> QUARTER: 2019/2020  
FINANCIAL YEAR  
(6/1/1(2019/20))****RESOLVED A.149.05.12.19 (COUNCIL)**

1. THAT Administrative Management ensure that they achieve the targeted percentage of capital projects. (ALL DIRS)
2. THAT if funds are available, the Municipality must utilise the money as budgeted in time – expenditure on capital goods (assets) will improve service delivery. (CFO)
3. THAT the Municipality must implement the stated revenue collection strategies. (CFO)
4. THAT the Municipality must always try to mention the strategies of income collection. (CFO)
5. THAT the Municipality must continue to control its expenditure to avoid a deficit. (CFO)

MPACMonitoringQ1 2020\_itm Revised Kent Updated CFO

\* \* \* \* \*

The meeting was closed and adjourned at 15:07.

Approved and confirmed in terms of the provisions of Clause 22.1 of the Rules of Orders, 2016 promulgated in Provincial Gazette Notice No. 2736 of 29 July 2016 under Local Authority Notice 125, by a resolution of the Council passed at the meeting held on 30 January 2020.

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**CHAIRPERSON**

MDM/lh/SpecialCouncilMinutes\_148