

STEVE TSHWETE LOCAL MUNICIPALITY

AGENDA

OF THE

SPECIAL COUNCIL

MEETING

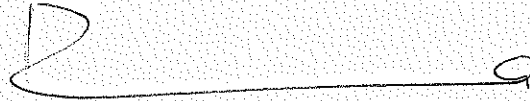
DATE - 26 APRIL 2018

TIME: 15:00



STEVE TSHWETE LOCAL MUNICIPALITY

NOTICE IS HEREBY GIVEN THAT A SPECIAL COUNCIL MEETING WILL BE HELD IN THE COUNCIL CHAMBER, MUNICIPAL BUILDING, MIDDELBURG ON THURSDAY, 26 APRIL 2018 AT 15:00



ACTING MUNICIPAL MANAGER

AGENDA

- 1 OPENING
- 2 APPLICATION FOR LEAVE OF ABSENCE
- 3 DISCLOSURE OF INTEREST
- 4 REPORTS OF EXECUTIVE MAYOR
 - 4.1 EXTRACT FROM THE MAYORAL COMMITTEE HELD ON 18 APRIL 2018
 - 4.2 EXTRACT FROM THE MAYORAL COMMITTEE HELD ON 23 APRIL 2018
- 5 CLOSURE

EXTRACT FROM THE

07TH/2018 ORDINARY MEETING OF THE MAYORAL
COMMITTEE WHICH WAS HELD IN THE COUNCIL
CHAMBER, MUNICIPAL BUILDINGS, MIDDELBURG
MPUMALANGA, ON

2018/04/18

I N D E X

NON DELEGATED POWERS

SC06/04/2018

POLICIES: HUMAN RESOURCE MANAGEMENT POLICIES.....5

SC06/04/2018

POLICIES: HUMAN RESOURCE MANAGEMENT POLICIES

4/1/P (C)

RECOMMENDATION BY THE EXECUTIVE MAYOR

- 1 **THAT** Council take note of the report on the Human Resource Management Policy Manual.
- 2 **THAT** the draft Manual be approved for consultation purposes.
- 3 **THAT** the Acting Municipal Manager be authorised to consult with all relevant stakeholders on the individual policies in the Manual.
- 4 **THAT** after the consultations, a further report be submitted, that is inclusive of comments on the financial implications herein.
- 5 **THAT** the approval of this Policy be fast-tracked, and a workshop be arranged for all Councillors in this regard.

EXTRACT FROM THE

08TH/2018 ORDINARY MEETING OF THE MAYORAL
COMMITTEE WHICH WAS HELD IN THE MAYOR'S
BOARDROOM, MUNICIPAL BUILDINGS, MIDDELBURG
MPUMALANGA, ON

2018/04/23

I N D E X

NON DELEGATED POWERS

SC10/04/2018

FINANCES: SUPPLY CHAIN MANAGEMENT: SECTION 40 MONTHLY
REPORT FOR DECEMBER 2017.....9

SC11/04/2018

FINANCES: SUPPLY CHAIN MANAGEMENT: SECTION 40 MONTHLY
REPORT FOR MARCH 2018.....9

SC13/04/2018

MPAC: REPORT OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
MEETING HELD ON 16 MARCH 2018.....9

SC16/04/2018

FINANCES: FINANCIAL QUARTERLY REPORT: MARCH 2018.....11

SC17/04/2018

COUNCIL ARRANGEMENTS: REPRESENTATIVES TO THE NKANGALA
DISTRICT MUNICIPALITY.....12

Non Delegated Powers

SC10/04/2018

FINANCES: SUPPLY CHAIN MANAGEMENT: SECTION 40 MONTHLY REPORT FOR DECEMBER 2017

9/2/2 (M)/ls

RECOMMENDATION BY THE EXECUTIVE MAYOR

1. **THAT** the monthly report in terms of Section 40 of the Supply Chain Management Policy for December 2017 as submitted by the Executive Director: Financial Services, be noted.
2. **THAT** the deviation report for December 2017 be reported in the annual financial statements.
3. **THAT** the filling of the Assistant Director: Fleet Management post be fast-tracked.

SC11/04/2018

FINANCES: SUPPLY CHAIN MANAGEMENT: SECTION 40 MONTHLY REPORT FOR MARCH 2018

9/2/2 (M)/ls

RECOMMENDATION BY THE EXECUTIVE MAYOR

1. **THAT** the monthly deviation report in terms of Section 40 of the Supply Chain Management Policy for March 2018 as submitted by the Executive Director: Financial Services, be noted.
2. **THAT** the deviation report for March 2018 be reported in the annual financial statements.

SC13/04/2018

MPAC: REPORT OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE MEETING HELD ON 16 MARCH 2018

3/2/4/1/17 (G)

RECOMMENDATION BY THE EXECUTIVE MAYOR

1. **THAT** the report on a Municipal Public Accounts Committee meeting held on 16 March 2018 as submitted by the Acting Municipal Manager, be noted.
2. **THAT** the following recommendations taken at the above mentioned meeting be adopted:

Recommendation number	Heading	Recommendation by MPAC
MPAC01/03/2018	MPAC: Financial Quarterly Report: October to December 2017	<ul style="list-style-type: none"> ▪ THAT the financial quarterly report for the period October to December 2017, be noted.
MPAC02/03/2018	Finances: Issues raised by the Auditor General in Audit Report	<ul style="list-style-type: none"> ▪ THAT the report by the Auditor-General on the annual financial statements for the 2016/2017 financial year, be noted. ▪ THAT an Audit Action Plan on how to rectify the findings be submitted to Council. ▪ THAT a report be submitted to Council on the work done by Rand Water versus the amount paid to them on the Newtown project. ▪ THAT strict remedial actions be put in place to address issues raised by the Auditor General and in particular on Procurement and Contract Management.
MPAC03/03/2018	Finances: Mid-Year Budget & Performance Assessment	<ul style="list-style-type: none"> ▪ THAT the Mid-Year Budget and Performance Assessment report, be noted.
MPAC04/03/2018	MPAC: Fruitless, wasteful, irregular and unauthorised expenditure: January 2018	<ul style="list-style-type: none"> ▪ THAT note be taken that there were no new cases of fruitless, wasteful, irregular and unauthorized expenditure for January 2018.
MPAC05/03/2018	MPAC: unforeseen and unavoidable expenditure: proof of necessary adjustment budget expenditure: January 2018	<ul style="list-style-type: none"> ▪ THAT note be taken that there were no new cases of unforeseen and unavoidable expenditure for January 2018.
MPAC07/03/2018	MPAC: Unforeseen and unavoidable expenditure: proof of necessary adjustment budget expenditure: February 2018	<ul style="list-style-type: none"> ▪ THAT note be taken that there were no new cases of unforeseen and unavoidable expenditure for February 2018.
MPAC08/03/2018	MPAC: Fruitless, wasteful, irregular and unauthorised expenditure: February 2018	<ul style="list-style-type: none"> ▪ THAT note be taken that there were no new cases of fruitless, wasteful, irregular and unauthorized expenditure for February 2018.

Recommendation number	Heading	Recommendation by MPAC
MPAC09/03/2018	MPAC: Report on construction of municipal parking at Civic Centre	<ul style="list-style-type: none"> ▪ THAT a further report be submitted to MPAC detailing each and every expenditure on the construction of the municipal parking at the Civic Centre.
MPAC10/03/2018	MPAC: Report on the inspection in loco at Gerald Sekoto Library	<ul style="list-style-type: none"> ▪ THAT note be taken that the cost estimate on the refurbishment of a roof at Gerald Sekoto Library was done internally by the relevant department however it was realised after the service provider was appointed that the budgeted amount was insufficient. ▪ THAT it be noted that the contractor was not yet paid in full, nonetheless corrective measures are in place to ensure that payment is made and that legal action is avoided. ▪ THAT investigations be conducted to establish whether proper processes were followed in increasing the budget and a further report be submitted in this regard.

SC16/04/2018

FINANCES: FINANCIAL QUARTERLY REPORT: MARCH 2018

9/2/2 (B)/ls

RECOMMENDATION BY THE EXECUTIVE MAYOR

- 1 **THAT** the quarterly report on the implementation of the budget and the financial affairs for the municipality referred to in Section 52(d) of the MFMA for the quarter ending 31 March 2018 as submitted by the Executive Director: Financial Services, be noted.

- 2 **THAT** permission be granted to the Executive Director: Financial Services to submit the report both in electronic and hard copy format to the National and Provincial Treasuries within five (5) working days after tabling in the Council.
- 3 **THAT** permission be granted to the Executive Director: Financial Services to place the quarterly report on the municipal website for the quarter ending 31 March 2018.

SC17/04/2018

COUNCIL ARRANGEMENTS: REPRESENTATIVES TO THE NKANGALA DISTRICT MUNICIPALITY

2/4/13 (M)/ls

RECOMMENDATION BY THE EXECUTIVE MAYOR

- 1 **THAT** the report by the Acting Executive Director: Corporate Services regarding Council's representatives to the Nkangala District Municipality, be noted.
- 2 **THAT** Council further take note that the Executive Mayor, Cllr B J Tolo replaced the Former Executive Mayor, Ald M A Masina as a representative of Council at Nkangala District Municipality.