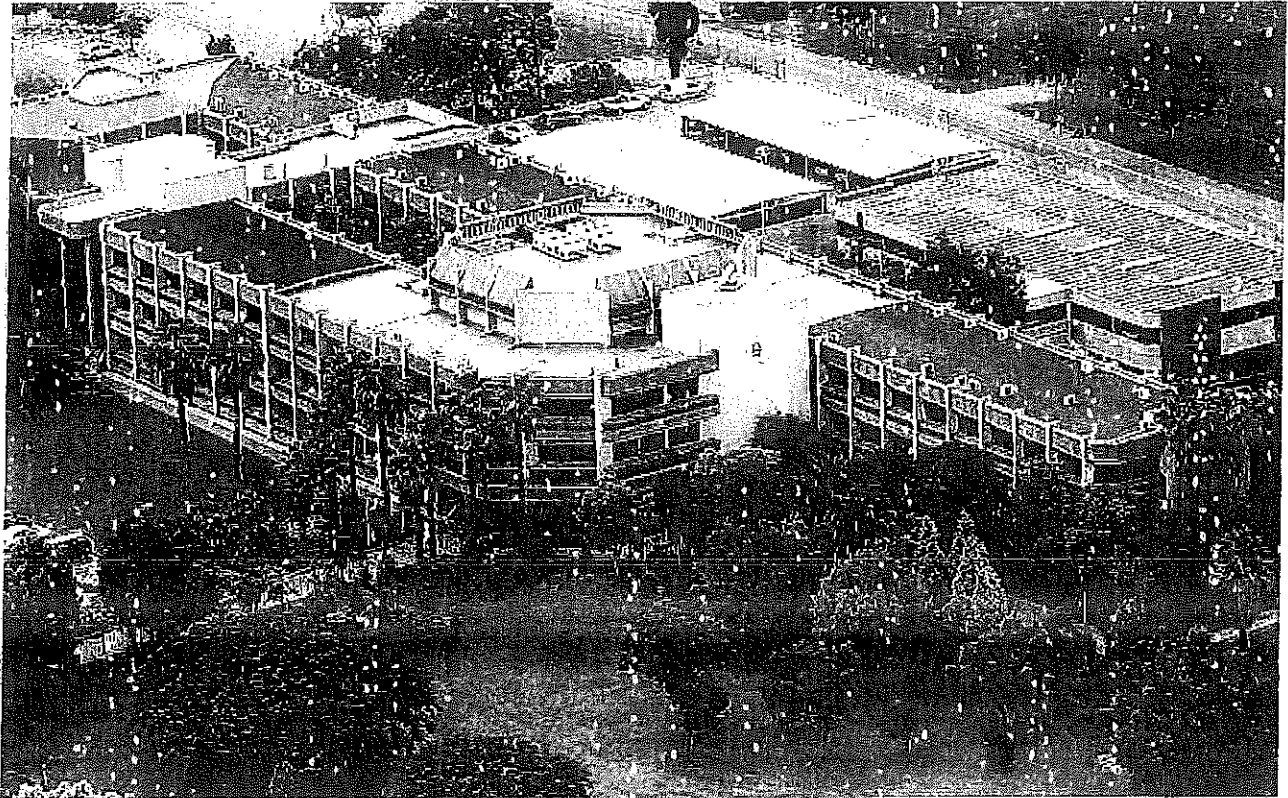




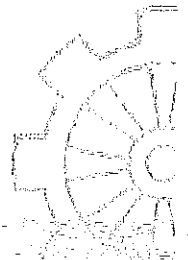
Steve Tshwete
Local Municipality

AGENDA

SPECIAL COUNCIL



Held at 15:00 on 18 September 2018



STEVE TSHWETE LOCAL MUNICIPALITY

NOTICE IS HEREBY GIVEN THAT A SPECIAL COUNCIL MEETING WILL BE HELD IN THE COUNCIL CHAMBER, MUNICIPAL BUILDINGS, MIDDELBURG ON TUESDAY, 18 SEPTEMBER 2018 AT 15:00



ACTING MUNICIPAL MANAGER

- 1 OPENING
- 2 APPLICATION FOR LEAVE OF ABSENCE
- 3 DISCLOSURE OF INTEREST
- 4 REPORTS OF EXECUTIVE MAYOR
 - 4.1 SPECIAL MAYORAL COMMITTEE HELD ON 13 SEPTEMBER 2018
 - 4.2 EXTRACT FROM THE 17TH/2018 MAYORAL COMMITTEE HELD ON 13 SEPTEMBER 2018
- 5 CLOSURE

REPORT OF THE

SPECIAL MEETING OF THE MAYORAL
COMMITTEE WHICH WAS HELD IN THE COUNCIL
CHAMBER, MUNICIPAL BUILDINGS, MIDDELBURG
MPUMALANGA, ON

13 SEPTEMBER 2018

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SC01/09/2018

**HENDRINA AND KWAZAMOKUHLE WATER SUPPLY SERVICES:
EXTENSION OF THE CESSION AGREEMENT**

16/1/1 (T)/yb

RECOMMENDATION BY THE EXECUTIVE MAYOR

- 1 **THAT** the agreement between the Municipality, Optimum Coal Mine and Proxa (Pty) Ltd for the supply of potable water to Hendrina and Kwazamokuhle Township be renewed for a period of 6 (six) months.
- 2 **THAT** note be taken of the deficit that will occur on the budget as a result of the extension of the Agreement.
- 3 **THAT** the deficit be funded from Council's cash reserves to ensure continuous supply of water to Hendrina and Kwazamokuhle Township.

SC02/09/2018

**COUNCIL ARRANGEMENTS: AMENDMENT TO THE SCHEDULE OF
DATES FOR MPAC MEETINGS: 2018/19 FINANCIAL YEAR**

3/2/2/3 & 3/2/3/1 (M)

RECOMMENDATION BY THE EXECUTIVE MAYOR

- 1 **THAT** the report by the Executive Director : Corporate Services regarding the amendment to the dates for MPAC meetings during the 2018/19 financial year, be noted.
- 2 **THAT** paragraph 4 of Council Resolution C03/03/2018 be amended to read as follows:
 - "4 **THAT** the following dates for MPAC meetings, from September 2018 to June 2019, as determined by the Speaker, be noted:

DATES	DAY OF THE WEEK
12 September 2018	Wednesday
17 October 2018	Wednesday
14 November 2018	Wednesday
12 December 2018	Wednesday
16 January 2019	Wednesday
13 February 2019	Wednesday
13 March 2019	Wednesday
17 April 2019	Wednesday
15 May 2019	Wednesday
12 June 2019	Wednesday

SC04/09/2018

PERSONNEL: PROPOSED SALARY AND WAGE INCREASE FOR THE PERIOD 01 JULY 2017 UNTIL 30 JUNE 2021

4/5/1 (L)

RECOMMENDATION BY THE EXECUTIVE MAYOR

- 1 **THAT** Council take note of the report by the Executive Director Corporate Services with regards to the Salary and Wage Collective Agreement as per SALGBC Circular No. 6/2018 attached as **ANNEXURE A** to the Agenda of the Mayoral Committee.
- 2 **THAT** Council approves the implementation of the contents of the SALGBC Circular 06/2018 with regard to the Salary and Wage annual increase for the period 1 July 2018 to 30 June 2021 as per the increase contained in the attached **ANNEXURE A** and **B**.
- 3 **THAT** Council approves the annual across the board increase from the 01 July 2018 to 30 June 2019 is 7% (seven percent) for all employees.
- 4 **THAT** Council take note that the lowest salary scale is more than R9 000,00 per month and thus no current employees will qualify for the payment of an additional 0,5% from 1 October 2018 nor for the gap market housing benefit of R350,00 per month.
- 5 **THAT** Council take note of the minimum wage of R7 324,24 per month.
- 6 **THAT** the maximum medical aid employer contribution will be R4 218,77 with effect from 1 July 2018.
- 7 **THAT** any benefits or contributions of services as stipulated in the Collective Agreement be increased with 7%.
- 8 **THAT** the cell phone and data allowance be increased by 7% as proposed by the Collective Agreement.
- 9 **THAT** sufficient funds have been provided on the 2018/2019 budget for the proposed salary increase.

SC05/09/2018

FINANCES: ASSETS NOT VERIFIED DURING MOVABLE VERIFICATION PROCESS

5/1/3 (G)

RECOMMENDATION BY THE EXECUTIVE MAYOR

- 1 **THAT** Council note the assets not verified and which were disposed of from the asset register on 30 June 2018.
- 2 **THAT** Council approve the disposal of the not verified assets on 30 June 2018 as per **ANNEXURE A**.

- 3 THAT Council note the impairment and disposal of assets in the previous financial year ANNEXURE B.
- 4 THAT Council approve the write-off of the historical cost and accumulated depreciation for these assets.
- 5 THAT the old vintage vehicle at Stores not be disposed off but be preserved for inheritance purposes.

SC06/09/2018

PERMISSION TO GRANT ACTING MUNICIPAL MANAGER TO WAIVE RECRUITMENT AND SELECTION PROCEDURES FOR THE POST DIRECTOR: FINANCIAL SERVICES

4/8/1 (L)/yb

RECOMMENDATION BY THE EXECUTIVE MAYOR

- 1 THAT the Mayoral Committee take note and approve the report by the Acting Municipal Manager.
- 2 THAT permission be granted to the Acting Municipal Manager to headhunt for a suitable, qualified and experienced candidate.
- 3 THAT permission be granted to the Acting Municipal Manager to enter into salary package negotiations above the approved salary structures for Directors.
- 4 THAT the revised package of the Director: Financial Services be included in the February 2019 adjustment budget to be funded from envisage savings.

SC11/09/2018

CREDITORS: RETENTION FEES NOT CLAIMED BY SERVICE PROVIDERS AFTER THE RETENTION PERIOD HAS EXPIRED BE RECOGNISED AS REVENUE

5/19/R (X)

RECOMMENDATION BY THE EXECUTIVE MAYOR

- 1 THAT Council approve that the retention held for service providers older than 3 years which were not claimed and defaulted be derecognised as current liabilities and the corresponding revenue be recognised by the municipality as at 30 June 2018 and each reporting date thereafter.
- 2 THAT the write-off of retentions be included in the relevant accounting policy.

Delegated powers

SM03/09/2018

REQUEST FOR FUNDING TO THE SOUTHERN AFRICA INTER-MUNICIPAL SPORTS ASSOCIATION 2018 GAMES FROM 22 - 29 SEPTEMBER 2018

6/2/1/4 (L)

RESOLVED BY THE EXECUTIVE MAYOR

- 1 **THAT** Council agrees and approve the request for financial assistance by the Steve Tshwete Municipal Sports and recreation Club for the upcoming Southern African Inter-Municipal Sports Association (SAIMSA) 2018 Games which will be held in Swaziland from 22-29 September 2018.
- 2 **THAT** R250 000,00 (Two Hundred and Fifty Thousand Rand) be made available to the Steve Tshwete Municipal Sports and Recreation Club ("the Club") for the expenditure for the games.
- 3 **THAT** the monthly reports be submitted on the expenditure against the grant as required by Section 67 (i) (a) (iii) of the Municipal Finance Management Act 56 of 2003 (the MFMA).
- 4 **THAT** the audited annual financial statements be submitted to the Accounting Officer as required by Section 67(i) (a) (iv) of the MFMA.
- 5 **THAT** subject to operational requirements, special leave be granted to employees that will participate in the games from 22-29 September 2018.

SM07/09/2018

2017/2018 FOURTH QUARTER - RISK MANAGEMENT MONITORING REPORT

3/2/4/1/30 (L)

RESOLVED BY THE EXECUTIVE MAYOR

- 1 **THAT** the Risk Management Committee notes the report, and further recommends it to Audit Committee and Council structures for consideration and noting.

SM08/09/2018

2017/2018 TOP TEN RISK MANAGEMENT MONITORING REPORT

3/2/4/1/30 (L)

RESOLVED BY THE EXECUTIVE MAYOR

- 1 **THAT** the Risk Management Committee notes the report, and further recommends it to Audit Committee and Council structures for consideration and noting.

SM09/09/2018

2018/2019 FINANCIAL YEAR - RISK ASSESSMENTS REPORT

3/2/4/1/30 (L)/yb

RESOLVED BY THE EXECUTIVE MAYOR

- 1 **THAT** the Mayoral Committee notes the report, and further recommends it to other Council structures for consideration and noting.

EXTRACT FROM THE

17TH/2018 MEETING OF THE MAYORAL
COMMITTEE WHICH WAS HELD IN THE COUNCIL
CHAMBER, MUNICIPAL BUILDINGS, MIDDELBURG
MPUMALANGA, ON

13 SEPTEMBER 2018

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SC12/09/2018

COUNCIL'S ARRANGEMENTS: CONSIDERATION OF OVERTIME ON SATURDAYS FOR LIBRARY EMPLOYEES

17/4/R (L)

RECOMMENDATION BY THE EXECUTIVE MAYOR

- 1 **THAT** Council should take note of current working hours at the Libraries.
- 2 **THAT** Council should consider and approve the 1st option on proposals as follows:

Proposed Option 1 (5 days)
Monday 08h30 – 17h30 07h30 – 16h30
Tuesdays 07h30 – 16h30 08h30 – 17h30
Wednesday 07h30 – 16h30 08h30 – 17h30
Thursday 07h30 – 16h30 08h30 – 17h30
Friday All Libraries to open from 07h30 – 13h30
Saturday All Libraries to open from 08h00 – 12h00

- 3 **THAT** Council should consider and approve paying overtime for the staff working on Saturdays.
- 4 **THAT** the first group of employees commence with work at 07H30 from Monday to Thursday at 07H30 to 16H30 while the second group of employees will start work at 08H30 to 17H30 from Monday to Thursday to enable the Library to operate until 17H30.
- 5 **THAT** the work on Friday is performed from 07H30 to 13H30 on Friday, which amounts to 6 hours.
- 6 **THAT** on Saturday the employee works four hours from 08H00 to 12H00.
- 7 **THAT** the total hours worked for the week is 44 hours including Saturday.

- 8 **THAT** the proposed Option 1 complies with the 40 hours work week applied in the Local Government Sector.
- 9 **THAT** the proposed Option 1 is a more uniform option in terms of the work commencement time with other departments in the Municipality.
- 10 **THAT** the proposed option will not veer off to what is already a practice on access to the Library.
- 11 **THAT** the Library personnel work 40 hours over a six day period.
- 12 **THAT** the working conditions be formalized within the Library personnel.
- 13 **THAT** the above mentioned arrangement shall be effective from 01 October 2018.
- 14 **THAT** any shortfall regarding the payment of overtime for Saturdays be referred to the adjustment budget in February 2019.