

MINUTES OF AN ORDINARY COUNCIL MEETING OF THE MASILONYANA LOCAL MUNICIPALITY HELD ON 31 JULY AT 14:00 IN THE KAPS BANYANE COMMUNITY HALL,VEERKERDEVLEI.

Present: Councillors: K S Koalane; S J Mabitla; Z P Thuthani; S L Kgoe; D E Modise; V M Lekale; K P Dichakane M Moloele; X Nqwiliso; P Ramongalo; T J Chele; S C Mangoejane; and I I Majara; K A Sekharume M B Tsoaela

Officials: Messrs S S Mtakati (Municipal Manager); Me. E. Makgahlela (Manager Social & Community Services); Me. N Hlalele (Acting Chief Financial Officer); T Molete (Manager Office of the Speaker); E K Khumalo (Ass Manager: IDP); Z Ntjwabule (Office of the Mayor) and Ms. Mahula (Scriber).

ITEM 1
OPENING:

NC Mekana (Acting Chief Financial Officer) opened the meeting with a prayer, whereafter the Speaker welcomed all present including community members and stakeholders and requested the Municipal Manager to read the notice of the council meeting.

The Speaker informed council that it must be noted that the notice read by the Municipal Manager replaces the notice that indicated that the council sitting was supposed to be held in Brandfort.

ITEM 2
APPLICATION FOR LEAVE OF ABSENCE:

Cllr Pienaar is unable to attend due to other commitments and the Office of the Speaker had acknowledged the apology.

Cllr Kholumo who is having family commitment.

- ❖ No apologies from administration were received in this regard.

ITEM 3
OFFICIAL ANNOUNCEMENTS

The Municipal Manager informed the council regarding the event on recognising the best performing employee within the municipality and officially invited the council in this regard.

He further indicated to council that no Municipal funds will be used to arrange the event.

Me Zanele Magagula from Department of Cooperative Governance and Traditional Affairs (DCOGTA) who will be doing presentation on Draft Municipal Guidelines on handling of petition or memorandum.

ITEM 4

MOTION (S) OF SYMPATHY AND CONGRATULATIONS BY THE SPEAKER:

None.

ITEM 5

MOTION(S) OF SYMPATHY AND CONGRATULATIONS BY OTHER COUNCILLORS:

Congratulations:

Cllr Lekale congratulated SA team on outstanding performance in Commonwealth games so far they have obtained 10 metals.

Cllr Dichakane congratulated Orlando pirates for being 2014 Black label cup champions.

ITEM 6

DEPUTATION AND INTERVIEWS:

The Speaker informed the Council that the sitting will proceed without recording devices and the council will resort to use manual system to capture the minutes.

Me Zanele Magagula from Department of Cooperative Governance and Traditional Affairs (DCOGTA).

Introduction

Section 17 of the constitution recognizes that everyone has a right, to peacefully, unarmed, assemble, to demonstrate, to picket and to present a petition. The constitution recognizes that the petition is another way of voicing or expressing an opinion in a democratic state.

It is sufficient to note that South Africa citizens do not only have the right, but are expected to complain, if they are unhappy with the service they receive from government.

In many cases petitions are used to draw the attention of the administration or politicians to something that should be done. This can be used to point out that one of the laws or policies of the municipality is not being applied properly or to call for a change.

Purpose

To provide an approach in resolving problems in a consistent manner and managing petition in all municipalities in the province.

To assist municipalities to manage petition well and fair.

To outline step by step procedure in resolving matters and including all interested parties in the process.

To encourage open communication that is understood by all those involved in that community.

To promote unbiased communication channels between the community and the municipal council and its administration.

Petition opportunities

- Can be tool of assessment.
- Can be a learning opportunity
- Be used to evaluate the municipal communication strategy if it is working in favour of the institution or community.
- Can be used to assess if training and development is needed.
- And if there is a misinterpretation there can be an opportunity for better explanations.

Notice

All notice to march, demonstrate, or lodge a petition or complaint shall be lodged with the office of the municipal manager or responsible official or his duty as appointed in terms of the regulations of the Gatherings Act 205 of 1993.

All notices in terms of the regulations of the Gatherings Act shall be acknowledged by the municipal manager or responsible person or his/her deputy within 48 hours of receipt.

The accounting officer or responsible official should not later than 48 hours convene a meeting and invite other sector departments affected by the petition to discuss the demands.

Acknowledgement of the notice

A letter of acknowledgement of the notice should be written to the convener detailing information regarding the holding of the section 4 meeting in terms of the regulations of the Gathering Act.

All communications or correspondence regarding the above must be directed to the convener or person identified in the notice as alternative person.

The convener or alternative person must sign an acknowledgement register as proof of receipt of the correspondence.

In a case where the convener or alternative person refuses to sign the acknowledgement register a witness should be sought to testify the refusal.

Section 4 meeting.

- Station commander should be part of the section 4 meeting.
- The section 4 meeting should be recorded.
- Upon the receipt of the notice to lodge a petition or memorandum, the municipal manager or responsible person or his/her deputy shall inform the authorised member of the South Africa Police Service and the convener about the holding of the section 4 meeting.

Prohibition of gatherings.

If the responsible officer receives information on oath that a proposed gathering will result in serious disruption of traffic, injury to persons or extensive damage to property and that the police and traffic officers will not be able to contain this threat, he or she must meet with, or on urgent basis consult with, the convener and the authorized member to consider the prohibition of the gathering.

The prohibition of gathering must be dealt with in accordance with the stipulations of the regulations of gatherings act.

If they convener does not get response in 24 hours the gathering may proceed.

Delivering the petition or memorandum.

All petitions or memorandum received shall be registered or recorded in a file designated for this purpose.

The municipal manager shall through established processes within three working days forward a copy of the memorandum to the relevant portfolio committee chairperson, the Mayor/Executive Mayor, to the Speaker of Council and department of cooperative Governance and traditional affairs and any other relevant provincial or national department affected by the petition or memorandum.

If the portfolio committee does not have the power to dispose of the matter, the petition will be referred to the Speaker who shall convene a special council within 21 days of the decision to refer the matter to council.

Respond to a petition.

Petition may be responded to in writing (including e-mail and fax), by telephone or face to face. In each case the response should:

- (a) Aim to answer the points raised in the complaint truthfully and meaningfully.
- (b) Be non- defensive.
- (c) Be to the point and avoid jargon.
- (d) Be signed by the municipal manager or responsible person, in the case of written replies.
- (e) Provide contact numbers, and
- (f) Tell the person or group what to do if they are not fully satisfied.

Misconduct.

Any municipal manager or official, who fails to receive a memorandum deliberately or without good reason, will be guilty of misconduct.

Any municipal manager or official or representative who fails to comply with responsibilities in terms of these guidelines, shall be guilty of misconduct.

Misconduct in terms of those guidelines will be dealt with in terms of any existing disciplinary procedures of the municipality in question.

These guidelines shall be brought to the attention of the organizers of the gathering.

Nat joints instruction

- Involvement of station commander of the municipality during the section 4 meeting.
- All memorandums be sent to the national.
- Proceedings of the section 4 meetings be recorded.

COUNCIL RESOLVED.

- (a) To customize the document and adopt it so that it is used as a guide.
- (b) Community be introduced on the gatherings Act, especially young people and the pressure groups in the municipality.
- (c) That Council will do the recommendations and inputs and submit back to the Department of Cooperative Governance and traditional Affairs for consideration.

ITEM 7

DISCLOSURE OF INTEREST

7.1 ON ANY ITEM ON THE COUNCIL AGENDA:

None.

7.2 DECLARATION OF THE PERSONAL INFORMATION OF COUNCILLORS AND OFFICIALS:

COUNCIL RESOLVED.

- (a) That Municipal manager to report progress on the next Council meeting.

ITEM 8

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

None.

ITEM 9

MINUTES OF THE PREVIOUS MEETINGS:

10.1 MINUTES OF ORDINARY COUNCIL MEETING HELD ON THE 30th MAY 2014, MAKELEKETLA – COMMUNITY HALL AT 14H00

COUNCIL RESOLVED.

- (a) That Minutes of an Ordinary Council meeting held on 30th May 2014 at Makeleketla – Community Hall, was the true reflection of the proceedings of the said meeting, minutes are approved.

10.2 MINUTES OF SPECIAL COUNCIL MEETING HELD ON THE 15th JULY 2014, THEUNISSEN – COUNCIL CHAMBER AT 14H00

The following corrections were made on the minutes:

Page (53): To correct the council resolution and should be captured as:

Council resolved.

That the council approves the inclusion of the position of Senior Law Enforcement on the organizational structure in the principle that:

- (a) That the Council approve that a Senior Law Officer can be appointed on a post level 10 of the Salary structure currently in use by the Municipality.
(b) That the revised organogram be tabled in front of council with recommendations so that Council can deliberate on it.
(c) That this matter be brought to attention of the Local Labour Forum.

Page (53): Report on Brandfort Water Waste Treatment Works to delete second paragraph.

Page (54): to correct the resolution and should be captured as:

That Council take note of the deviation and the detailed report will be submitted to council for consideration.

COUNCIL RESOLVED.

- (a) That Minutes of Special Council Meeting held on 15th July 2014 at Theunissen – Council Chamber, with corrections made is the true reflection of the proceedings of the said meeting, minutes are approved.

10.1.1 MATTERS ARISING FROM THE PREVIOUS MINUTES:

Cllr Venter asked clarity regarding the matter of Soutpan whether are they still going to form part of Mangaung Metro Municipality in 2015 as the Council approved that the will be council in Soutpan in 2015.

It was responded that the Soutpan unit will form part of the Mangaung Metro Municipality after 2016 Local government Election.

ITEM 11
REPORTS FROM THE SPEAKER:

REPORTS RECEIVED FROM THE SPEAKER:
11.1 REPORT OF PUBLIC PARTICIPATION

PURPOSE:

Purpose of the report is to inform and keep council abreast with challenges faced by the communities, including municipal achievements and activities in different wards. The report is consolidation of common situation that has been experienced by our communities as a result of previous engagements.

BACKGROUND:

It is imperative for the ward councilors to appraise their communities with all activities, challenges and achievement of the municipality including also to find out from the community what their challenges are. Having public meetings is the best convenient method to engage with the communities and finding common solutions and remedy for all challenges. Masilonyana Local Municipality is made-up of five towns which are:

- a) Theunissen
- b) Brandfort
- c) Winburg
- d) Verkeerdevlei
- e) Soutpan

BUSINESS PLAN:

The meeting were arranged and held as follows:

- ✓ Soutpan (Ward 2): Tues, 17 June 2014 @ Kagisano Combined School
- ✓ Brandfort (Ward 1 & 10): 18 June 2014 @ Ipeleng Community Hall
- ✓ Theunissen (Ward 7,8,9): Thurs, 19 June 2014 @ Masilo Community Hall
- ✓ Verkeerdevlei (Ward 3): Mon, 23 June 2014 @ Kaps Banyane Hall
- ✓ Brandfort (Ward 1): Mon, 23 June 2014 @ Brandfort Town Hall
- ✓ Winburg (Ward 4 & 5): Tues, 24 June 2014 @ both at Makeleketla Community Hall and Winburg Town Hall
- ✓ Theunissen (Ward 6): June 24 June 2014 @ Theunissen Town Hall

COMPLIANCE WITH STRATEGIC OBJECTIVES:

It imperative of Council to meet with its communities from time to time in communicating the challenges, achievements and sourcing in-puts from its stakeholder partner (community)

DELEGATED AUTHORITY:

Office of the Speaker

POLICY AND LEGAL REQUIREMENTS:

This is obligation on the part of municipality as stipulated by MSA 32 Chapter 4, MSA 117 section 74 and the Rules and Orders Part 8 rule 154.

IMPLEMENTATION PLAN:

The programme was drafted and carried out as planned.

FINANCIAL IMPLICATIONS:

Public Participation Budget Vote

STAFF IMPLICATIONS:

Office of the speaker is still understaffed.

COMMON INFORMATION GATHERED FROM ALL WARDS IS AS FOLLOWS:

1. Shortage of water supply in Winburg, Theunissen and Brandfort.
2. Sewer spillages in all five units of Masilonyana.
3. The community in all five units expressed a desperate need for residential and business sites.
4. The need for high mass lights in Verkeerdevlei and Soutpan.
5. The community in all five units expressed a desperate need for employment.
6. Upgrading of all existing sporting facilities be attended to through-out in all five units.
7. Dumping needs to stop in all five units (the municipality has in the mean-time introduced a set of by-laws that would amongst others curb and address illegal dumping and straying animals)
8. Wards in Theunissen-Masilo unit expressed concern about the level of crime in their areas.
9. Ward six in Theunissen put forward the need for establishment of a buffer zone in town, need for employment in the mines and building of a Taxi rank in town as well as pre-paid meters.
10. Failure of the municipality to repair potholes effectively.
11. Failure of the municipality to address storm-water drainage which in the long causes heavy erosion across all units more especially in the township.
12. Complaint about the Buckets and refuse removal that is not removed on time.
13. Communities acknowledge the efforts of the municipality in fencing of oxidation ponds and water reservoirs.
14. Bursary schemes for both municipal workers and students studying or furthering their studies was also praised.
15. Leaner-ships from different governmental departments were also appreciated.
16. Issues pertaining to commonage and land availability were also raised, and municipality is expected to resolve as soon as possible.
17. There are members of the public which are still having problem to obtain birth certificates and IDs, more especially the children of school going- age.

11. 2 COUNCILLORS TOOLS OF TRADE.

PURPOSE:

To urge Council to consider availing and extending tools of trade to councilors.

BACKGROUND:

Councilors remuneration is determined on yearly bases by National Minister of COGTA after consultation with all affected parties. i.e SALGA

To date municipality has not been able to comply with extending tools of trade to councilor since 2012

BUSINESS PLAN:

N/A

COMPLIANCE WITH STRATEGIC OBJECTIVES:

This will eliminate excessive usage of photo-copying papers and save on both gasoline and unnecessary overtimes.

DELEGATED AUTHORITY:

Council

POLICY AND LEGAL REQUIREMENTS

As per section 7(1), 8(5)(a) and 9(5)(a) of the remuneration of public office Bearers Act, 1998 (Act No 20 of 1998)

IMPLEMENTATION PLAN:

N/A

FINANCIAL IMPLICATIONS:

Council Budget vote.

STAFF IMPLICATIONS:

N/A

Noting:

Municipality spend lot of money on paper, considering compilation of agenda and other council committees.

Municipality spend lot of money over over-times and petrol during council and committee meeting

COUNCIL RESOLVED:

- (a) Council consider availing and extending tools of trade to councilors
- (b) Council avail tablets to every councilors including the printer.
- (c) Every councilor be assisted with developing an e-mail address for purposes of communicating council matters.
- (d) Municipality procure camcorder and the screen to help project agenda on the screen more especially for public members who will be in attendance including tripod.

11.3 MUNICIPAL REGULATIONS ON FINANCIAL MISCONDUCT PROCEDURES AND CRIMINAL PROCEEDINGS

PURPOSE:

To alert Council about the implementation of the Municipal Regulations on Financial misconduct procedures and criminal proceedings which has been gazette.

BACKGROUND:

The regulation concerned is a positive attempt to standardize complex processes for municipalities and municipal entities, provide whistleblowing mechanism that considers all parties and to address the perception that inadequate enforcement is the order of the day.

BUSINESS PLAN:

N/A

COMPLIANCE WITH STRATEGIC OBJECTIVES:

This regulation will help municipality to deal with corrupt elements within the system considering that the municipality is aiming high in obtaining the clean audit by the end of 2014 financial year.

DELEGATED AUTHORITY:

Council

POLICY AND LEGAL REQUIREMENTS

As per Local Government Municipal Finance Management Act (56/2003): Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings.

IMPLEMENTATION PLAN:

Regulation concerned has been gazetted and has to be adhered to. It is operational as from 1 July 2014 and matters before then will follow the old approach.

FINANCIAL IMPLICATIONS:

Council Budget vote.

STAFF IMPLICATIONS:

N/A

COUNCIL RESOLVED:

- (a) Council take note of the regulation on Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings.
- (e) Council ensure that the regulation concerned is communicated to all the municipal employees and that they be aware of it.

ITEM 13
DEPUTATIONS:

None.

ITEM 14
QUESTION OF WHICH NOTICE WERE GIVEN:

None.

ITEM 15
REPORT FROM OF THE MAYOR:
15.1 REPORT FROM EXCO

15.1.1 REPORT FROM FINANCE DEPARTMENT:

1. FINANCE DEPARTMENT QUARTER 3 REPORT.

The purpose of the report is to highlight the achievement and challenges experienced within finance department in the third quarter (January – March of the 2014/15) financial year.

Achievement.

The department has seen a great improvement in revenue collection between the January and February 2014 after the municipality maintained an average percentage of 40% for the previous quarter, there was an increase of +/- 20% between 38% and 58% respectively.

Midyear assessment, financial, adjustment budget 2013/14 and the draft budget were timeously submitted relevant stakeholders.

Roadshows took place during December 2013 and January 2014 in all units of the municipality to encourage deserving residents to register as indigent and to update the indigent register annually as legislatively required.

Challenges.

Illegal reconnections of electricity has been cut due to non-payment of municipal services, there are no punitive steps stipulated in the credit control policy.

The department has been in a predicament of shortage of staff.

The ineffectiveness of the network also has a huge impact on the collection rate.

As the department is functioning mainly by interns especially expenditure, SCM and salaries, there were lot of misallocations previously which resulted in the bank reconciliations not balancing for the part better of the financial year.

Policy and legal requirements

MFMA 56 of 2003

Implementation plan

The collection rate must improve by 30% from the previous quarter.
All unreconciled items are being processed and this process will be completed by end of April 2014.

COUNCIL RESOLVED:

- (a) Meter readers be appointed through SMME's and Cooperatives.
- (b) Procurement of cherry picker of one or two.
- (c) Batho Pele principles workshop be arranged to enhance customer service skills within the municipality.

15.1.2 SUPPLY CHAIN MANAGEMENT: MONTHLY REPORTS.

Purpose

The Purpose of the report on the activities of Supply Chain Unit in the month of January, February, March and April 2014.

Policy

Supply chain management policy.

Background and discussion.

The report is to inform council regarding the implementation of supply chain management for the month of March 2014 in terms of section 6 of the supply chain policy. Accordingly the Accounting Officer.

Conclusion.

The report is submitted to the Municipal manager in accordance in terms of section 5 of supply chain policy.

COUNCIL RESOLVED.

(a) That Council take note of the report as presented.

15.1.2 REPORT FROM CORPORATE SERVICES AND HUMAN RESOURCE DEPARTMENT:

The following matters were discussed at a meeting of the Ordinary Council Meeting as follows:

The Corporate services department consists of four divisions namely:

- Human Resources;
- Admin & Support Services;
- Legal Services

The Executive Committee will therefore report on the three divisions as follows:

1 Human Resources:

1.1 Staffing Information:

The Executive committee was informed of the following staffing information:

1.1.1 Breakdown of staffing figures:

The table below indicates the total number of posts as per the approved organizational structure as well as the number of posts filled and the vacancies per function:

Function	Total No of approved posts	No of filled posts	Vacancies	
Office of the Mayor	8	8	0	
Office of the Speaker	6	4	1	
Office of the MM	12	8	4	
Financial Services	45		40	5
Corporate Services	33		18	15
Economic Development and Planning	4		2	2
Social and Community Services	295		116	179
Infrastructure Services	394		168	226
TOTAL	797		365	432

COUNCIL RESOLVED:

- (a) That the Council note and accept the report on breakdown and staffing figures as presented; and
- (b) That post levels be included in future reports.

1.1.2.1.1.1 Critical Posts:

The Executive committee was informed of the number of critical posts identified at the beginning of July 2013 that needed to be filled urgently were 210.

From the mentioned 210 critical posts, 14 vacancies were filled during the period July 2013 to date.

Other posts, including 15 general labourers will be filled in due course. In this regard the committee noted that General Workers have already been interviewed. 10 General workers have been appointed and will start working on 1st July 2014.

5 Security personnel were also appointed due to urgency of the situation.

The total number of vacancies is 432 and the current staff establishment is 797 according to the current organogram that was approved by council on 30 May 2012.

COUNCIL RESOLVED.

- (a) That the council note and accept the report on critical posts as presented; and

1.1.2.1 Pension & Provident Funds:

The Executive committee was informed of employees that are members of pension and provident funds.

The table below indicates the number of employees who are members of approved pension and provident funds:

NAME OF THE FUND	NUMBER OF MEMBERS
Free State Municipal Pension Fund	7
Free State Municipal Provident Fund	2
SALA Pension Fund	238
SAMWU National Provident Fund	90
AFMW Pension Fund	4
Metropolitan Pension	1
Govn Pension	1
TOTAL	343
Pension Fund for Councillors	4

COUNCIL RESOLVED:

- (a) That the Council note and accept the report on pension and provident funds as presented

1.1.3 Medical Aid Schemes:

The Executive committee was informed about an employee that belongs to medical aid schemes.

The table below indicates the number of employees who are members of approved medical Aid Schemes:

NAME OF APPROVED MEDICAL AID SCHEME	NUMBER OF MEMBERS
Bonitas	63
LA Health	22
SAMWUMED	69
Key Health	7
Hosmed	9
TOTAL	

COUNCIL RESOLVED:

(a) That the Council note and accept the report on Medical Aid Schemes as presented

1.1.4 Staff Turnover:

The Executive committee was informed regarding staff turnover.

The figures below is from 1 July 2013 till 30 May 2014

Resignations	5
Retirements	2
Dismissals	5
Deaths	8
Disabilities	0
Appointments	9 + (5 on fixed term contract)

The following employees were appointed in the following positions for the period under review:

NAME OF EMPLOYEE	POSITION
Elias Kaise	Assistant Manager Legal Services
Security Guards	5 employees on 3 month fixed contract
Lerato Mofokeng	Supply Chain Practitioner

Paul Mofokeng	Labour Relations Officer
Mimi Shuping	Chief Risk Officer
Dikeledi Ntimotse	Assistant Manager: Revenue
Pule Tshabalala	Senior PMU Technician
Tshidi Diphoko	Committee Clerk
Lenka Nkone	Driver of the Speaker
Malefu Frans	Secretary of the Speaker

COUNCIL RESOLVED:

- (a) That the Council note and accept the report.

1.1.5 Skills Development and Training:

Workplace Skills Plan (WSP):

The Executive committee was informed that every year municipalities must submit their respective WSP's and Annual training report to LGSETA with their respective training needs.

Although municipalities have their own budgets for trainings LGSETA will also fund municipalities for training in areas of scarce skills.

COUNCIL RESOLVED:

- (a) That the Council take note and accept the report on WSP.

1.1.6 Submission of the Training Needs: Plumbers and Process Controllers

The Executive committee was informed that the department of water affairs in their presentation during the meeting with LGSETA in Welkom on 17 March encouraged municipalities to train plumbers and process controller especially those municipalities that do not have qualified employees on those areas.

A submission was made to finance to advertise for accredited service providers in this field. The municipality has its own budget for trainings.

COUNCIL RESOLVED:

- (a) That the Council take note of the report on training needs for plumbers and process controllers.

1.1.7 Bursaries:

The Executive committee was informed that a training committee was established to deal with matters of training in line with the stipulations the Bursary policy.

Bursaries were already been awarded to 5 employees that have qualified with others that will follow.

Bursaries were awarded to the following employees:

- Me MH Losabe
- Mr. EK Khumalo
- Mr TB Maja
- Mr. SM Mokhuao
- Mr. SS Sigade

An amount of R200 000.00 were budgeted for this financial year (2013/14) and only R50 000.00 of the budget has currently been committed to the above mentioned bursary holders.

COUNCIL RESOLVED:

- (a) That the Council take note of the report as presented;

1.1.8 Law Enforcement Students

The Executive committee was informed that Masilonyana Local Municipality has recruited 5 unemployed persons to undertake a Law Enforcement Learnership program with LGSETA.

One of the appointed learners has withdrawn from the programme during October 2013 due to the fact that he could not obtain the necessary clearance as required.

This programme started last year in July and it will end in June 2014. These students are receiving stipend of R 1000.00 every month and LGSETA is funding this expenditure.

After completion of their Learnership they will be absorbed by the Municipality as per agreement with the LGSETA.

COUNCIL RESOLVED:

- (a) That these Law Enforcement Officer be absorbed by the municipality on 1st July 2014.

1.1.9 Masilonyana Will Students:

The Executive committee was informed that during July 2013, LGSETA had a meeting with the Department of Public Service and Administration, Department of Higher Education and Training regarding the issue of students of FET's that need urgent placement to ensure that they receive the required practical experience.

Municipality will be given 10 students for experiential training. Two of these students will receive practical experience for 12 months and 8 students will receive practical training for 18 months.

A placement agreement was signed by the Accounting Officer and we are still waiting the funding before the students can start with their experiential training.

LGSETA will deposit money into the Municipal Account for these students to be paid stipend of R1500.00.

COUNCIL RESOLVED:

- (a) That the council note and accepts the report on Will students.

1.1.10 Khula Nonke: Learnership of Process Controllers

The Executive committee was informed that Motheo FET College has appointed Khula Nonke Training and Development to provide and roll accredited training to the unemployed youth in the free state over a period of 3 years.

The training is about Water and Waste treatment and reticulation services.

Khula Nonke has submitted a MOU to be signed by the municipality.

There are no financial implications to the municipality regarding this training initiative.

COUNCIL RESOLVED:

- (a) That the council take note and accept the report on learnership of Process Controllers for the unemployed youth;
- (b) That a Policy on such training initiative should be developed and approved by council. The policy to be developed must clearly indicate that students from the unemployed youth will not be absorbed by the municipality after their contract of learnership has been completed.

1.2.1. Learnership, RPL and skills programme in the water related training

The Executive committee was informed that LGSETA has appointed Mahube Training and development to implement the water related trainings in Municipalities.

A meeting was held on the 12 May 2014 whereby the following issues were discussed:

1. Mahube training and development will be training all employees of Masilonyana municipality that are working at the water and waste water reticulation.

2. A schedule will be drafted whereby employees will attend for 1 week in a month so that it does not disturb the service delivery.
3. Mahube training has also requested 10 employed youth that is interested in studying water to be part of this programme.

With regards to financial implications the committee noted that a clear report must be developed as to what will be expected from municipality in terms of assisting in this project.

COUNCIL RESOLVED:

- (a) That council take note of the report..

2.9 ABET COMMUNITY RECRUITMENT

The Executive committee was informed that Sibanye Gold Academy requested municipalities to appoint a person they will liaise with regarding the recruitment of ABET students. Each municipality must recruit 30 students who will be attending classes full time from Monday to Friday from 07h00 to 14h00 starting from June 2014.

It was requested that the power of selecting learners for learnership should not only be vested political offices with regards to this project.

COUNCIL RESOLVED:

- (a) That the Council noted and accepts the report on ABET community recruitment; and
- (b) That some of the municipality's employees should also be empowered with such projects.

3 Incidents and Accidents Reports:

The Executive committee was informed that only 1 accident report was reported from July 2013 to date. The employee, Masentle Tapness Galeboe injured her right arm. The incident was reported to the Compensation Commissioner in terms of section 24 of the Occupational Health & Safety Act, 85 of 1993.

The Executive committee requested that a report on the road worthiness of vehicles be submitted as well as a report on the insurance of municipal vehicles. A report on who is authorized to drive municipal vehicles as well as a report on what actions will be taken in cases where municipal vehicles is misused must also be submitted.

COUNCIL RESOLVED:

- (a) That the Council note and accept the report on incidents and accidents as presented;

4. REPORT FROM CORPORATE SERVICES ON REWARDING BEST PERFORMING EMPLOYEES

The Executive committee was informed of the importance to recognise good performance of individual employees and working teams in our municipality.

It is important to note that there employees or teams that have been working selflessly in achieving municipal strategic objectives.

By rewarding best performers it will encourage healthy competition. It will make a statement that employees hard work are noticed, valued and appreciated.

To have the greatest impact in the workplace, recognition activities should also reinforce and encourage work that advances employees, departmental, and or institutional goals and values

The Executive committee was also informed that funding for this event will be requested through donations from various stakeholders. It is therefore not envisage that municipal funds will be used for this event.

COUNCIL RESOLVED:

- (a) That the Council noted and accept the report on best performing employee as presented.

5. Admin & Support Services

5.1 Report on telephone

The Executive committee was informed that the municipality is currently using three service providers to render the same service (telephones) to the municipality. Two of the contracts of service providers has now been cancelled and Telkom will be the only service provider that will deliver telephone services to the municipality.

Concern was raised because the municipality is currently operating without almost any telephonic service.

COUNCIL RESOLVED:

- (a) That a Letter be send to Telkom concerning the matter of providing telephonic services as soon as possible as the municipality cannot operate without telephonic services;
- (b) That a letter also be send to the CEO of Telkom to intervene and fast rack the installation of the telephone system; and
- (c) That the Executive Committee noted the report on telephones as presented.

6. REPORT ON FINANCE INTERNS.

Purpose

The purpose of this report a summary of the assessment report that was conducted on the 5 finance interns, to weigh if whether they are ready to be absorbed by the Municipality as permanent employees.

Background

The 3 finance interns were appointed in March 2013 and the other 2 in April 2013, and all of them are in possession of different financial qualifications. The appointment was subsidized by the Financial Management Grant, which encourages Municipalities to train and absorb finance graduates that will capacitate and improve skill within the Local Government.

The names of the Interns, Qualifications:

- | | |
|------------------------|---|
| 1. Boitumelo Nthutang: | Diploma: Cost and Management Accounting |
| 2. Anele Stuma: | B.Tech: Cost and Management Accounting |
| 3. Maisaka Motho – | Diploma: Cost and management accounting |
| 4. Moipone Molehe: | B.Tech: Information Financial System |
| 5. Sebina Mogoerane: | B.Com General |

All intern were assessed by the Acting CFO.

Business Plan

Motivate the absorption of all 5 interns to address the shortage of staff in finance department.

Compliance with strategic objectives

NONE

Delegated Authority

ACFO

Financial Implication

CTC for all 5 interns will be +-R871 657.03 p/a

Challenges

As the department is currently short-staffed all of the interns were placed to the above-mentioned departments without rotation to other departments as required but the National Treasury Internship Guideline. As a result the assessment conducted were not based on the entire scope as required but mainly on the duties or experience gained on the current departments they are placed in.

Policy and Legal requirements

MFMA 56 of 2003

Implementation Plan

Those all above mentioned interns are appointed.

Staff Implication

5 positions will be filled to address the capacity issue within the department

COUNCIL RESOLVED:

- (a) That the positions which are currently occupied by this intern be advertised internally and this interns are encouraged to apply.

13.2.3 REPORT OF SOCIAL AND COMMUNITY SERVICES;

1. Service delivery steering committee

Background

Upon realizing the service delivery challenges that the municipality is faced with, the Department took the initiative to establish the steering committee that includes the Unit Managers and supervisors, with the aim of addressing the short, medium and long terms solution to the challenges.

Purpose

To bring to the attention of Council that the steering committee for service delivery has been established, the main focus will be on day to day operations, maintenance, turnaround time for service provision and monitoring. Infrastructure department will also be robbed in this committee; monthly reports will be tabled in this regard.

COUNCIL RESOLVED:

- (a) That Council take note of the report.

2. Pig breeding and meat agro-processing

Background

A request for land was submitted by Pro-Masters (Agriculture & Multi-purpose Co-operative) for pig breeding and meat agro-processing.

The Department of Agriculture and Rural Development has committed to fund this project, they have already appointed a service provider to conduct the Environmental Impact Assessment (EIA) for this project.

Purpose

To bring the application of Pro-Masters to the attention of the Council take note that this item has already served in Council and it was approved, however it did not serve at the section 80 committee of Social and Community Services due to the timeframe for the funding.

This is one of the poverty alleviation projects that can create jobs for the local community, more especially because the department of Agriculture and Rural Development has committed to fund this project.

The requested land is the municipal land which is situated on the remainder of the farm Brandfort Town lands 720.

Legal Implications

Land acquisition policy

COUNCIL RESOLVED:

(a) Council take note that an approval was granted by Council in this regard with the following conditions:

- The Environmental Impact Assessment (EIA) reports must be submitted to the municipality
- Building plans must be submitted and structures will not be erected before the approval of the building plans
- This project to be allocated with 5 ha land and not the 20 ha that they have requested, this is in order to manage the land appropriately.

3. Library services

Background

Free State Department of Sports, Arts, Culture and Recreation will be absorbing the Library Services from the 01st May 2014.

Purpose

To bring to the attention of the Council that Council must take the decision as to what will happen with the municipal library assets. According to the municipal assets register it is only Theunissen library assets that are listed.

The sites where the libraries are situated are the municipal sites so the Department of Sports, Arts, Culture and Recreation will have to register these sites into their names, the libraries were built by the provincial department; libraries in the towns are however registered as the provincial assets and have title deeds.

Legal Implications

Sec 35 of Intergovernmental Relations Framework

Financial Implications

Municipality will save on the salary bill.

COUNCIL RESOLVED:

(a) That the library assets be transferred to the Department of Sports, Arts, Culture and Recreation

4. New Library Building: Verkeerdevlei /Tshepong

Background

Free State Department of Sports, Arts, Culture and Recreation has budgeted for the construction of a new Library in Tshepong/Verkeerdevlei

Purpose

To bring to the attention of Council that a new Library will be constructed by the

Free State Department of Sports, Arts, Culture and Recreation within this financial year (2014/15).

The Municipality is required to allocate suitable site where this library will be built, a site has been identified and public participation process was also done and site no 23 in Tshepong was identified as a suitable site.

Legal Implications

Sec 35 of Intergovernmental Relations Framework

COUNCIL RESOLVED.

- (a) Council take note that a suitable site was identified for the Library in Tshepong,

5. Upgrading of landfill site: Theunissen landfill site

Background

National Department of Environmental Affairs has made funding of R14 million available for the municipality, this funding is for the upgrading of both the Winburg and Theunissen landfill sites.

Purpose

To bring to the attention of Council that the Mmadichika Trading Enterprises cc has been appointed as the implementers of the Theunissen landfill site. The service provider is already on site and currently busy with the designs.

Legal Implications

Environmental Act

Regulations on the management of the landfill sites

Financial Implications

R 7million

COUNCIL RESOLVED:

- (a) That council take note of the report.

6. Licensing and registration of landfill sites

Background

The Brandfort, Soutpan and Verkeerdevlei landfill sites are operating without a permit; the applications were submitted to the Department of Environmental Affairs requesting support for the licensing of these sites which were approved. Tailor – Made Risk Solutions is appointed on behalf of the municipality for the licensing of this sites and the process is underway

Purpose

To bring to the attention of Council that the service provider has been appointed for the Brandfort, Soutpan and Verkeerdevlei landfill sites

Legal Implications

Environmental Act

Regulations on the management of the landfill sites

COUNCIL RESOLVED.

(a) That council take note of the report.

7. Quarterly report

Background

The report seeks to give a picture of the service delivery for the 3rd quarter of the financial year.

Purpose

The report is addressing key performance areas such as waste management, cemeteries, parks and recreation, land and housing, and maintenance.

Legal Implications

PMS

Financial Implications

Approved departmental budget

COUNCIL RESOLVED.

(a) That council take note of the report.

8. Township Establishment for Verkeerdevlei and Soutpan

Background

Bopa Lesedi was appointed by the Provincial Department of Human Settlement for the establishment of township for four (400) sites and at the same the municipality appointed them again for three (300) sites. A decision was then taken that they will do the 300 sites and the province will be responsible for the costs of this project and for the Soutpan project they were appointed by the Municipality for 100 sites

Purpose

To bring it to the attention of Council that the township establishment for these two towns has been approved, with 317 sites for Verkeerdevlei and 98 for Soutpan,

surveying of sites is however outstanding, the appointment of Bopa Lesedi for Soutpan did not include the surveying of sites.

Legal Implications

Township Ordinance of 1969 (Ordinance No 9/1969)

Financial Implications

R 70 000.00 for the surveying and opening of township register.

COUNCIL RESOLVED.

(a) That council take note of the report.

9. SANRAL APPLICATION FOR LAND

Background

SANRAL has appointed bvi Engineering Procurement Management for the current upgrading of the N1 to a dual carriageway from the Theunissen off ramp towards Ventersburg. This upgrading is situated on the Remainder of Winburg Dorpsgronden 681, which is a farm that belongs to the Masilonyana Municipality.

Purpose

To bring this application to the attention of Council, the total area of land needed is 6, 0679 ha, Sanral will have to compensate the Municipality at market related price for this land which is R6000.00 per ha the amount will be R36 407.40.

Legal Implications

Sec 35 of Intergovernmental Relations Framework

COUNCIL RESOLVED.

(a) That Council decline the offer of SANRAL and not accept any offer that is not market related, the market related offer is R6000.00 per hectare

10. PROPOSED EVEREST- MERAPI 400Kv POWERLINE ON THE REMAINDER OF THE FARM WINBURG DORPSGRONDEN 681

Background

Eskom applied for permission to erect an overhead power-line on the remainder of farm Dorpsgronden 681 in Winburg which belongs to Masilonyana Local Municipality. The line will be 7.6km long and 55m wide, a total; area of 41.4ha is needed and it

will be at the eastern side of the Winburg Dorpsgronden 681 as indicated on the map.

Eskom must compensate the Municipality for the land, the proposed amount per hectare is R4 500 and Eskom will pay R 188,100.00 plus VAT of R 26334.00 to the municipality. (If the seller is registered for VAT, VAT must be added to the selling price, like R 6000.00 per hectare plus VAT) this must be stipulated in the contract.

Market related price is not less than R 6000.00 per ha. (R 250 800.00 without VAT)

COUNCIL RESOLVED.

(a) Council decline the offer of Eskom and not accept any offer that is not market related, the market related offer is R6000.00 per hectare

15.1.1 DRAFT INTERGRATED WASTE PLAN

BACKGROUNDS

An integrated management plan is a legal requirement in terms of the national environmental management act, no 56 of 2008, section 11 (4). The municipalities must have the IWMP which must be approved by the MEC of environmental Affairs, the plan was developed internally and must go through the public participation process.

PURPOSE

To bring the IWMP to attention of council, public participation process must unfold before it can be submitted to the MEC for approval.

BUSINESS PLAN

IWMP

COMPLIANCE WITH STRATEGIC OBJECTIVES.

Environmental management Act no 59 of 2008 section 11 (4).

DELEGATED AUTHORITY.

Council
MM
Social
Corporate

LEGAL IMPLICATIONS

Adhere to the environmental management act of 59 of 2008, section 11 (4).

FINANCIAL IMPLICATIONS.

None at this point

STAFF IMPLICATIONS

MM

Social

Corporate

Speaker's office

COUNCIL RESOLVED.

(a) That council take note of the IWMP and council approves the document.

15.3.3 APPROVAL OF RISK MANAGEMENT AND FRAUD PREVENTION POLICIES

BACKGROUND

Risk Management is a systematic process to identify, evaluate and address risks on a continuous basis before such risks can impact negatively on the institution's service delivery capacity.

MFMA, section 62 (1) (c) (i) states that the Accounting Officer of a municipality must take all reasonable steps to ensure that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control.

Treasury Regulations section 3.2.1 further prescribes that the Accounting Officer must ensure that a risk assessment is conducted regularly to identify emerging risks of the institution. A risk management strategy, which must include a fraud prevention plan, must be used to direct internal audit effort and priority, and to determine the skills required of managers and staff to improve controls and to manage these risks.

PURPOSE

For Council to approve the risk management and fraud prevention strategic documents for functionality & effectiveness of risk management processes

OUTCOME

The risk management and fraud prevention strategic documents were reviewed by the risk management committee and a workshop was held on risk management policies with senior management and councilors on 24 July 2014 in Winburg.

BUSINESS PLAN

None

DELEGATION OF POWER

Municipal council to approve the risk management and fraud prevention policies

POLICY AND LEGAL REQUIREMENTS

Council to approve the risk management policies in terms of Section 11(3)(a) of the Municipal Systems Act 32 of 2000

IMPLEMENTATION PLAN

The risk management and fraud prevention policies to be approved by council for immediate implementation by the municipality.

FINANCIAL IMPLICATIONS

None

STAFF IMPLICATION

None

COUNCIL RESOLVED:

(a) That council approve the risk management and fraud prevention policies in terms of Section 11(3)(a) of the Municipal Systems Act 32 of 2000.

15.3.4 MASILONYANA DRAFT COMMUNICATION STRATEGY

PURPOSE:

The item is brought to council for council consideration.

BACKGROUND:

A workshop on the Draft Municipal Communication Strategy was conducted last year 05th to 06th September 2013 to all councilors, Municipal Manager, section 56 Managers and Assistant Managers. Subsequent to this workshop, the Council must approve the draft Communication Strategy.

This Communication Strategy seeks to assist municipality in delivering a well co-ordinated, effectively managed and responsive communication to meet the needs

of the public. The intention is to provide guidelines in the process of informing and educating the people of Masilonyana Local Municipality in clear, simple and understandable terms using languages spoken in the district.

COMPLIANCE WITH STRATEGIC OBJECTIVES:

Integrating and aligning communication activities of the directorates within Masilonyana Local Municipality towards achievement of the goals and priorities of the municipality.

DELEGATED AUTHORITY:

Municipal Communicators: (Mayor, Speaker, Councillors, Municipal Manager and or Municipal Spokesperson).

POLICY AND LEGAL REQUIREMENTS:

The Municipal Structures Act of 1998, Municipal System Act of 2000, the promotion of Access to Information Act and the Constitution (Act 108 of 1996) of the Republic of South Africa place obligations on local government communication units to be transparent, accountable and open to participatory democracy.

IMPLEMENTATION PLAN:

None.

FINANCIAL IMPLICATIONS:

Communication has been budgeted under advertising.

STAFF IMPLICATIONS:

None.

COUNCIL RESOLVED:

- (a) That the Council take note of the report and will consider doing amendment on the report before final approval.

15.3.5 DEPLOYMENT OF MEMBERS OF THE EXECUTIVE COUNCIL TO MUNICIPALITIES

PURPOSE:

The item is brought to council for council to take note.

BACKGROUND:

The Free State Province Premier, Hon. E.S Magashule, has deployed all Members of the Executive Council to municipalities to focus on service delivery challenges and to ensure that municipalities receive clean audits. This deployment is until the end of the municipal financial year. The deployment is as follows:

Masilonyana, Matjhabeng and Nala Local Municipalities:

Hon. MEC. P.H.I Makgoe, MPL

Hon. MEC. M.J Zwane, MPL

COMPLIANCE WITH OUR STRATEGIC OBJECTIVES:

Operation Clean Audit and Inter-Governmental Relations.

DELEGATED AUTHORITY:

None.

POLICY AND LEGAL REQUIREMENTS:

None.

IMPLEMENTATION PLAN:

None.

FINANCIAL IMPLICATIONS:

None.

STAFF IMPLICATIONS:

None.

COUNCIL RESOLVED:

(a) Council to take note of the report.

15.3.6 ROLE OF MUNICIPALITIES TO PROVIDE CHILD CARE FACILITIES

PURPOSE:

The purpose of the item is to inform Council about its obligation.

BACKGROUND:

The National Integrated Plan for Early Childhood Development as well as section 156 of the Constitution highlights the responsibility of Municipalities in the provision of

child care facilities. In May 2004, the Social Sector Cluster was given a mandate by the first Cabinet Lekgotla to develop an integrated plan for Early Childhood Development (ECD).

The aim of the integrated plan for ECD is to bring synergy and coordination by various departments and other sectors at all levels of government – national, provincial and local – in the area of ECD.

COMPLIANCE WITH OUR STRATEGIC OBJECTIVES:

The National Integrated Plan for Early Childhood Development.

DELEGATED AUTHORITY:

Municipal Manager

POLICY AND LEGAL REQUIREMENTS:

Chapters 5, 13 and 14 Of the Children’s Act 38 2005 and section 156 of the Constitution of the Republic of South Africa 1996.

IMPLEMENTATION PLAN:

None.

FINANCIAL IMPLICATIONS:

Council must consider budgeting for ECD Centres.

STAFF IMPLICATIONS:

Department of Social and Community Services department.

COUNCIL RESOLVED:

- (a) Council take its responsibility with regard to its role as identified in the National Integrated Plan and further ratified in the aforementioned Chapters of the Children’s Act as well as section 156 of the Constitution.

15.3.7 APPOINTMENT OF AUDIT COMMITTEE MEMBERS

BACKGROUND

In terms of Section 166 of the Municipal Finance Management Act (MFMA), a municipality must have an audit committee that will advise the municipal council, the accounting officer and the management staff of the municipality on matters relating to risk management, accounting policies, performance management, effective governance and compliance with the relevant acts.

Council advertised and subsequently appointed an audit committee for the municipality with effect from 1 July 2012 for a period of two years (ending on 30 June 2012).

PURPOSE

To request council to fill the positions of Audit Committee members which became vacant with effect from 1 July 2014.

BUSINESS PLAN

None

DELEGATION OF POWER

Municipal council to appoint an audit committee that will perform its functions in terms of section 166 of the Municipal Finance Management Act

POLICY AND LEGAL REQUIREMENTS

Council to appoint an audit committee in terms of Section 166 of the Municipal Finance Management Act 2003

IMPLEMENTATION PLAN

Appointment of the members of the Audit Committee with effect from 1 September 2014.

FINANCIAL IMPLICATIONS

The total annual sitting allowance payable to the chairperson of the committee will be R13,568.00 plus travelling costs (determined in terms of the S&T Policy of the municipality) and the total annual sitting allowance payable to the members will be R24,672.00 (R8,224.00 per member per annum) plus travelling costs (determined in terms of the S&T Policy of the municipality).

STAFF IMPLICATION

None.

COUNCIL RESOLVED.

(a) That council consider the appointment of members of the Audit Committee for a period of three (3) years from 1 September 2014 until 31 August 2017.

15.3.8 ESTABLISHMENT OF PERFORMANCE AUDIT COMMITTEE.

Introduction

This model provides Masilonyana Municipality and councillors with information on how to establish a functional performance Audit Committee, to strengthen the oversight arrangements in Masilonyana Municipality.

The roles and responsibilities of council should always be carried out with a clear distinction between oversight and interference in administration, as defined in the Municipal Finance Management Act, 2003 Act 56 of 2003 (MFMA), section 52 (b) and 103 respectively as well as in the conduct for councillors, defined in schedule 1 of Municipal System Act.

Auditing performance measures is a key element of the monitoring and evaluation process. This involves verifying that the measurement mechanisms are accurate and that proper procedures are followed to evaluate and improve performance.

The responsibility of council has in recent years been extended to include a range of governance issues that focuses on monitoring how the municipality reports externally in a responsible and transparent manner. In this regard it is noted that one of the new areas of responsibility relate to the fulfilment of the terms of reference of the performance Audit Committee.

Legislative backgrounds.

In terms of section 14 (2)(a) of the municipal planning and performance regulations published by the minister of provincial and local government in August 2001 (hereinafter referred to as "the Regulator") a municipality must annually appoint and budget for a performance audit committee consisting of at least three members. The majority of which may not be involved in the municipality as a councillor or employee.

Section 166 (2)(a) of the municipal Finance Management Act, Act 56 of 2003 as amended specifies that the performance Audit Committee must be an independent advisory body which must advise the municipal council, the political office bearers, the accounting officer and the management staff of the municipality of the municipality on matters relating to:

- (a) Performance management.
- (b) Performance evaluation.
- (c) Risk management.
- (d) Accounting policies.
- (e) The adequacy, reliability and accuracy of financial reporting and information.
- (f) Effective governance and
- (g) Any other issues referred to it by the municipal council.

Composition of the performance Audit Committee.

The regulations require that the performance audit committee comprises of a minimum of three members, the majority of whom are external (neither a councillor

nor a employee) of Masilonyana Municipality. Section 14 (2)(b) of the regulations further stipulates that the performance management.it also requirement of the regulations in section 14 (2)(d) that the council of a municipality designate a member of the performance Audit Committee who is neither a councilor nor an employee of the municipality as the chairperson of the committee.

In terms of section 166 (4) (b) of the MFMA Act, as amended an audit committee must consist of at least three persons with appropriate experience of whom the majority may not be in the employ of the municipality.

Section 166 (5) of the Municipal Finance management Act as emended requires that the members of an audit committee must be appointed by the council of Masilonyana Municipality.

One of the members not in the employ of the municipality must be appointed as the chairperson of the committee.No councilor may be a member of Performance Audit committee.

Both the regulations and the municipal finance management Act, as amended indicate that three is the minimum number of members needed to compromise a performance Audit Committee. While the regulations preclude the appointment of a councilor as chairperson of the performance audit committee, the Municipal Finance Management Act, as emended excludes the involvement of a councilor in the composition of a performance audit committee entirely.

In accordance with the requirements of section 14 (2)(e) of the regulations if the chairperson is absent from a specific meeting of the committee, the members present must elect a chairperson from those present to act as chairperson for that meeting. Further section 14 (2) (f) of the regulations provides that in the event of a vacancy concerned must fill that vacancy for the unexpired portion of the municipality member's term of appointment.

Operation of the performance Audit committee.

Meetings.

Section 14 (3) of the regulations requires that the performance Audit committee of a municipality must meet at least twice during each financial year.However,additional special meetings of the performance audit committee may be called for by any member of the committee, where sufficient justification exists in terms of section 14 (14)(3)(b) of the regulations.

The person designated by the Auditor General to audit the financial statements of the municipality.

Reporting line

The performance Audit Committee of a municipality reports directly to the council of the municipality in compliance with the prescription of section 14 (4) (a) of the regulations the municipality.

Secretarial services.

Section 14 (2)(g) of the regulations requires that the municipality provide secretarial services for the operation of its performance audit committee.

Alternative approach.

Section 14 (2)(h) of the regulations authorize local municipalities within the area of jurisdiction of a district municipality to make use of the district municipality's performance audit committee as their performance audit committee. In this regard it is noted that section 166 (6)(a) of the Municipal Finance Management Act, as amended provides that a single performance audit committee may be established for a district municipality and the local municipality.

COUNCIL RESOLVED:

- (a) That performance audit committee be established.
- (b) Municipal manager of Lejweleputswa district municipality and two members of Masilonyana Local Municipality audit committee should be part of the performance audit committee.

15.3.9 LOCAL ECONOMIC DEVELOPMENT REPORT

Purpose

The report entails Draft SDBIP 2014-2015 & Draft LED Strategy 2014-2015, progress that has been achieved, challenges and recommendation.

Compliance with Strategic objective

The Draft LED strategy was compiled and crafted in line with the revised National LED framework, and its Guidelines. Electronic copy of the Framework was sent to KTP consultants who ensured that the alignment was done

Delegated Authority

The Municipality has appointed KTP to assist us in terms of drafting our LED strategy; we had SMME's and Cooperatives summit in Verkeerdevlei on the 12-13 November 2013 and followed by another meeting in Winburg on the 2nd of March 2014, where the SSME's and Cooperatives had their input on the drafting of the LED strategy.

Policy and legal Requirement

Chapter 4 (Public Participation) Municipal Systems Act requires that there should be inclusive and proper consultation community members and the inputs of different stakeholders on the drafting of the LED strategy which is of vital importance

Implementation Plan

According to the report released by the Department of Environmental Affairs and Tourism, Masilonyana Municipality has 33% of unemployment rate; decline in mining sector has impacted negatively on the economy of Masilonyana.

In attempt to address above situation and also required by legislation, we convened meeting with SMMEs and Cooperatives whereb LED Forum was established, which consist of two representatives each town, and the executive committee is as follows;

- (i) Chairperson- Reggie Mpopetsi (Brandfort)
- (ii) Deputy Chairperson- Ntebaleng Molefi (Theunissen)
- (iii) Secretary- Buzeka Mpelwani (Winburg)
- (iv) Deputy Secretary- Tumelo Moroane (Verkeerdevlei)

However we will still identify other stakeholders to form part of the forum because want to have inclusive forum which has full representation.

Follow up meeting of the forum was on the 23rd of April 2014, at Soutpan.

COUNCIL RESOLVED.

- (a) That Council take note of the SDBIP 2014-2015.

THE MEETING ADJOURNED : 17H01
APPROVED :
CHAIRPERSON :