

**MINUTES OF THE 16<sup>TH</sup> COUNCIL MEETING WHICH WAS HELD ON THE 28<sup>TH</sup> JANUARY 2019  
AT 10H00 IN THE COUNCIL CHAMBER, CIVIC CENTRE, BA-PHALABORWA MUNICIPALITY**

**ATTENDANCE**

**A. COUNCILLORS**

Cllr MM Malatji	-	Speaker
Cllr PJ Shayi	-	Mayor
Cllr E. Hlungwani	-	Chief Whip
Cllr SL Mohlala		
Cllr MM Malesa		
Cllr MS Magomane		
Cllr SP Mashumu		
Cllr SR De Beer		
Cllr NJ Mampuru		
Cllr PK Mashego		
Cllr LM Matlala		
Cllr MJ Valoyi		
Cllr VM Rapatsa		
Cllr SM Shayi		
Cllr KP Mhlarhi		
Cllr EA Mokoena-Mashele		
Cllr R. Makasela		
Cllr ME Mokgalaka		
Cllr PS Dikgale		
Cllr DR Bayana		
Cllr MMA Mathebula		
Cllr NA Sono		
Cllr GH Lamola		
Cllr NB Maake		
Cllr AN Mmola		
Cllr TS Ndhlovu		
Cllr Z. Ndhlovu		
Cllr B. Ramothwala		
Cllr JA Williamson		
Cllr SK Shayi		

**B. OFFICIALS**

Ms MI Moakamela	-	Municipal Manager
Ms PF Nogilana-Raphela	-	Senior Manager: Corporate Services
Mr HP Maluleke	-	Senior Manager: Planning & Development
Mr H. Zungu	-	Acting Municipal Manager
Mr NOC Mdungazi	-	Senior Manager: Technical Services
Mr TJ Mogano	-	Chief Financial Officer
Ms MM Makhongela	-	Chief Audit Executive

Mr CJ Lourens	-	Chief Electrical Engineer
Ms L. Turbridge	-	Manager: Admin
Mr KL Pilusa	-	Manager: Office of the MM
Mr TMT Sekwari	-	Manager: Risk Management
Ms LP Khoza	-	Senior MPAC Researcher
Mr SE Mthombeni	-	Acting Manager: Administration
Ms JJ Visser	-	Scribe

## **1. OPENING AND WELCOME**

The Honourable Speaker Cllr MM Malatji welcomed the Mayor, the Chief Whip all Executive Committee members, MPAC Chairperson, the Chairperson of the Audit Committee, the Auditor General and officials led by the Municipal Manager.

A moment of silence was held for the Jazz Legend Oliver Mtukudzi, who passed on few days ago.

She declared the meeting officially opened.

## **2. SIGNING OF THE ATTENDANCE REGISTER**

All members present were requested to sign the attendance register.

## **3. APPLICATIONS FOR LEAVE OF ABSENCE**

### **Councillors**

Cllr ST Mkansi  
Cllr KA Peta  
Cllr KO Pilusa  
Cllr TC Malatji

### **Officials**

Mr JN Mahesu

## **4. STATEMENTS AND COMMUNICATIONS BY THE SPEAKER**

The Honourable Speaker Councillor MM Malatji in her opening, present the following:

“We are calling upon all Councillors to continue to report and constantly communicating in the form of providing feedback to our people. Let us continue to share information of service delivery with our people.

Lastly we also appeal to all the Departments to work together to better the lives of our people”.

**5. STATEMENTS AND COMMUNICATIONS BY OTHER COUNCILLORS**

None.

**6. CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETINGS:**

- 6.1 That the minutes of the 15<sup>th</sup> Council meeting held on the 29<sup>th</sup> November 2018 **BE APPROVED AND CONFIRMED.**
- 6.2 That the minutes of the Special Council meeting held on the 19<sup>th</sup> December 2018 **BE APPROVED AND CONFIRMED.**

**7. DEPUTATIONS**

**PRESENTATION BY THE CHAIRPERSON OF THE AUDIT COMMITTEE**

**8/19 2<sup>ND</sup> QUARTER 2018/19 AUDIT COMMITTEE REPORT**

**RESOLUTION**

1. That Council **NOTES AND ADOPT** the report as presented by the Audit Committee.
2. That the Council **NOTE** the approval of quarterly Risk Management Report.
3. That Council **NOTE** the approval of Internal Audit Reports for the second quarter of 2018/19.

**9/19 PRESENTATION BY THE AUDITOR-GENERAL**

**RESOLUTION**

That the Presentation by the Auditor-General **BE NOTED.**

**8. QUESTIONS AND ANSWERS OF WHICH NOTICE HAS BEEN GIVEN**

**RESOLUTION**

That the following Questions received from Cllr SR de Beer from the DA and responses **BE NOTED:**

**9/19(A) "ADVICE ON THE ITEM: PROPERTIES WITH GENERAL PLANS BUT NOT INCLUDED IN THE GENERAL VALUATION ROLL"**

**1. Background**

*In terms of Resolution 384 dated 27<sup>th</sup> September 2018 by the Executive Committee on above mentioned subject from Department of Planning, the Legal section was ask to provide an legal opinion.*

- 2. The Legal Section answer on this issue is the following:*
- 3. Obligations of the Service Provider in terms of the contract and policy*

**3.1 Contract**

*In terms of clause 5 of the current contact with the Service provider, the Service Provider should carry out the valuation off all properties within the municipality's jurisdiction and to carry out supplementary valuations.*

**4. Policy**

*4.1 Section 11 of the Municipal Property Rates Act does not exclude some properties.*

**5. Agreed Contractual Price**

*6.1 It is known that the agreed contractual price is R4 890 000.00 inclusive of VAT.*

*The duration of this contract with the Service Provider MOD HOPE PROPERTIES JV for the valuation roll and supplementary roll commenced on 01 July 2014 to 30 June 2018.*

**QUESTION 1**

*How many Supplementary rolls was there during this period?*

**RESPONSE**

*3*

**QUESTION 2**

*Was MOD HOPE PROPERTIES JV paid for any of this supplementary roll?*

*If he was paid, what is the amount paid for each of the supplementary rolls?"*

**RESPONSE**

*Yes they were paid for the supplementary roll developed in 2016. They were paid the amount of R1 490 778.11"*

**9. MOTIONS OR PROPOSALS REFERRED FROM PREVIOUS MEETINGS**

None.

**10. COMMENTS OF THE MUNICIPAL MANAGER**

The Municipal Manager announced that that the MEC of LEDET has confirmed that the Marula Festivities will be held in Ba-Phalaborwa at Impala Park Stadium. A formal report will be submitted to Council.

**11. IMPLEMENTATION OF PREVIOUS COUNCIL RESOLUTIONS**

**RESOLUTION**

That the implementation of previous Council resolutions **BE NOTED**.

**12. REPORT OF THE EXECUTIVE COMMITTEE**

**A) RESOLUTIONS OF THE EXECUTIVE COMMITTEE ADDRESSED TO COUNCIL FOR COGNISANCE**

**(EXCO MEETING HELD ON 25<sup>TH</sup> JANUARY 2019)**

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**10/19 ASSET MANAGEMENT REPORT FOR NOVEMBER 2018 (CFO)**

**(7/2/1/30) (28TH JANUARY 2019)**

**RESOLUTION**

1. That the council **NOTE** the Acquired Lease of HP Laptops for the amount of **R1,733,580.00** for the month of November 2018.
2. That Council **NOTE** an amount of **R2, 282,308.00** for Truck Vehicle donated to the Municipality by Foskop for the month of November 2018.
3. That Council **NOTE** an amount of **R 178,037.30** raised for Retention on Projects (WIP) assets for the month of November 2018.
4. That Council **NOTE** an amount of **R 1, 881,885.28** recognized for infrastructure projects Asset WIP for the month of November 2018.
5. That Council **NOTE** Asset depreciation of **R 5, 9687,000.53** for the month of November 2018.
6. That Council **NOTE** Asset Amortization of **R 36,540.52** for the month of November 2018.

**11/19 BILLING VS. COLLECTION REPORT (CFO)**

**(6/13/6) (28TH JANUARY 2019)**

**RESOLUTION**

1. That the Billing vs. Collection report **BE NOTED**.

**12/19 BUDGET STATEMENTS (CFO)**

**(6/1/1) (10/2/2) (28TH JANUARY 2019)**

**RESOLUTION**

1. That cognizance **BE TAKEN** of the contents of the report.

2. That the Mayor **CONSIDERS** the report and deals with it in terms of Section 54 of the Municipal Finance Management Act.

#### **13/19 COUNCILLORS ACCOUNTS (CFO)**

**(6/13/6) (28TH JANUARY 2019)**

##### **RESOLUTION**

1. That the Councilors Accounts Report for the month of November 2018 **BE NOTED**.

#### **14/19 COUNCILLORS METER REPORT (CFO)**

**(6/13/6) (28TH JANUARY 2019)**

##### **RESOLUTION**

That Council **NOTE** the report on the investigation of meters.

#### **15/19 CREDIT CONTROL AND DEBT MANAGEMENT REPORT (CFO)**

**(6/13/6) (28TH JANUARY 2019)**

##### **RESOLUTION**

That the report for Credit Control and Debt Management for the month of November 2018 **BE NOTED**.

#### **16/19 EMPLOYEE'S ACCOUNTS (CFO)**

**(6/13/6) (28TH JANUARY 2019)**

##### **RESOLUTION**

1. That the Employee Accounts Report for the month of November 2018 **BE NOTED**.
2. That the Council make the employees **AWARE** of their accounts.
3. That the Municipal employees be **MADE AWARE** of the Credit Control Policy & Debt Management, Code of Conduct & Municipal Systems Act.
4. That a list of where employees are residing **BE PROVIDED**.

## **17/19 FINANCIAL REPORT (CFO)**

**(10/2/2) (28TH JANUARY 2019)**

### **RESOLUTION**

#### **That the following be noted:**

1. The financial report for the period ended 30 November 2018 **excluding water and waste water management**
2. The summary of monthly budget statement report for the month ended 30 November 2018
3. The financial performance for the month ended 30 November 2018
4. The financial position as at 30 November 2018
5. The total operating revenue (as per GRAP) for the month ended 30 November 2018 is R24.8 million
6. Revenue capital contribution recognised amount to R2.1 million
7. Operational expenditure on financial performances is R28.4 million
8. Capital expenditure incurred during the month ended 30 November 2018 is R2.1 million
9. Consolidated call deposit accounts held at STD Bank and ABSA closed with a balance of R19.5million on 30 November 2018
10. The Municipality received an amount of R450 000.00 for EPWP grant
11. That councillors and staff benefits for November 2018 amount to R11.8 million be approved
12. Municipal primary bank reconciliation closed with a positive balance of **R618 Thousand**

## **18/19 FLEET REPORT (CFO)**

**(8/1/2/9) (28TH JANUARY 2019)**

### **RESOLUTION**

That the Fleet Report **BE NOTED**.



**19/19 GRANT RECONCILIATION REPORT (CFO)**

**(10/2/2) (28TH JANUARY 2019)**

**RESOLUTION**

That the Grant Reconciliation Report for November 2018 **BE NOTED.**

**20/19 INVESTMENT REGISTER (CFO)**

**(6/9/1) (28TH JANUARY 2019)**

**RESOLUTION**

That the Investment Register for November 2018 **BE NOTED.**

**21/19 KEY ACCOUNTS (CFO)**

**(6/13/6) (28TH JANUARY 2019)**

**RESOLUTION**

That the Key Accounts Report for the month of November 2018 **BE NOTED.**

**22/19 METER READING PROGRESS REPORT (CFO)**

**(6/13/6) (28TH JANUARY 2019)**

**RESOLUTION**

That the meter reading report for the month of November 2018 **BE NOTED.**

**23/19 RETENTION REGISTER (CFO)**

**(9/3/1) (28TH JANUARY 2019)**

**RESOLUTION**

That the Retention Register **BE NOTED.**

## **24/19 REVENUE MANAGEMENT REPORT (CFO)**

**(6/6/1/8) (28TH JANUARY 2019)**

### **RESOLUTION**

1. That the Billing vs Collection report for the month of November 2018 **BE NOTED**.
2. That the credit control and debt collection progress report of November 2018 **BE NOTED**.
3. That the government debt schedule of outstanding debt for the month of November 2018 **BE NOTED**.
4. That the property rates charges for the month of November 2018 **BE NOTED**.
5. That the prepaid electricity report for the month of November 2018 **BE NOTED**.

## **25/19 SCM REPORT (CFO)**

**(6/1/1) (10/2/2) (28TH JANUARY 2019)**

### **RESOLUTION**

1. That council **NOTE** supply chain management report for NOVEMBER 2018.
2. That council **NOTE** no tender advertised in NOVEMBER 2018.
3. That council **NOTE** tender evaluated in the month of NOVEMBER 2018.
4. That council **NOTE** no tenders adjudicated in the month of NOVEMBER 2018.
5. That council **NOTE** no tenders awarded during the month of NOVEMBER 2018.
6. That council **NOTE** business awarded to small business micro enterprise in the month of NOVEMBER 2018.
7. That council **NOTE** Inventory report for NOVEMBER 2018.
8. That council **NOTE** deviation recoded in NOVEMBER 2018.

## **26/19 WATER SERVICES REPORT (CFO)**

**(17/1/1/1) (6/5/2/6) (28TH JANUARY 2019)**

### **RESOLUTION**

1. That the report for water and sanitation for the month of November 2018 **BE NOTED.**

## **27/19 ASSET MANAGEMENT REPORT FOR DECEMBER 2018 (CFO)**

**(7/2/1/30) (28TH JANUARY 2019)**

### **RESOLUTION**

1. That Council recognize movable asset with the value of **R 99 980.00** for the month of December 2018.
2. That Council recognize the value of **R 247 892.24** raised for Retention on Projects (WIP) assets for the month of December 2018.
3. That Council recognize the value of **R 2 769 342.00** for infrastructure projects Asset WIP for the month of December 2018.
4. That Council recognize Asset depreciation of **R 6,000,317.20** for the month of December 2018.
5. That Council recognize Asset Amortization of **R 36,540.52** for the month of December 2018.
6. That the council recognize that there was no lease Acquired and therefore amount of **R0,00** need to be recognized for the month of December 2018

## **28/19 BILLING VS. COLLECTION REPORT (CFO)**

**(6/13/6) (28TH JANUARY 2019)**

### **RESOLUTION**

That the Billing vs. Collection report **BE NOTED.**

## **29/19 BUDGET STATEMENTS (CFO)**

**(6/1/1) (10/2/2) (28TH JANUARY 2019)**

### **RESOLUTION**

1. That cognizance **BE TAKEN** of the contents of the report.
2. That the Mayor **CONSIDERS** the report and deals with it in terms of Section 54 of the Municipal Finance Management Act.

## **30/19 COUNCILLORS ACCOUNTS (CFO)**

**(6/13/6) (28TH JANUARY 2019)**

### **RESOLUTION**

That the Councilors Accounts Report for the month of December 2018 **BE NOTED**.

## **31/19 CREDIT CONTROL AND DEBT MANAGEMENT REPORT (CFO)**

**(6/13/6) (28TH JANUARY 2019)**

### **RESOLUTION**

That the report for Credit Control and Debt Management for the month of December 2018 **BE NOTED**.

## **32/19 ELECTRICITY METER AUDIT RESULTS REPORT (CFO)**

**(17/2/1/6/2) (28TH JANUARY 2019)**

### **RESOLUTION**

Based on the results of the audit actions documented above, the following actions are recommended for Ba-Phalaborwa LM to consider:

- ▶ Take decisive action against consumers with tampered installations and meters. The following methodology is recommended in this regard:
  - ◆ take photographic proof of the tamper.
  - ◆ Clear the tamper
  - ◆ Leave a note to the consumer that a tamper was found on the meter indicating that this conduct is a criminal act.

- ◆ Re-audit the meter installation after two weeks to ensure compliance and if tamper re-occur
- ▶ Replace all damaged meters at addresses and install meters where no meter is present:
  - ◆ Replace damaged meters
  - ◆ Replace the non-functional meters
  - ◆ Re-visit addresses after two weeks to ensure everything is still in working conditions and if tampers re-occur.
- ▶ Remove all old meters which is still installed at different addresses where new meters were installed recent. In most cases the old meters were disconnected when the new meter was installed and left in place.
- ▶ Replace all old the meters (refer to as *others* in this report) which is still operational in the field. Some of the old type meters (refer to Appendix A) are:
  - ◆ English Electrical
  - ◆ Ferranti
  - ◆ Krizik
  - ◆ D-Western
  - ◆ Cash Power
  - ◆ Shanghai Meter Works
  - ◆ Sangamo-Hudaco
  - ◆ Songxia China (MaTelec)
- ▶ The table in paragraph 5.3 referring to the CT's of the programable electricity meters. There are a number of CF's found and CT's per downloaded data which differ. The CT ratios should be the same, for maximum revenue income and difference in CT ratios should be addressed.
- ▶ In addition to the above, Ba-Phalaborwa must include / invest for the downloading of digital data form electricity and water meters (LPU – large power users group at first and later other commercial consumer meters). This will provide management with the following data and online functionality:
  - ◆ Electricity meter status will identify faults for rectification
  - ◆ Meter Reading gaps will be highlighted for correction
  - ◆ Engineering data will be displayed per individual consumer
  - ◆ Large power users groups site data will be displayed
  - ◆ Power Usage Report to assist reconciliation with Eskom supply data
  - ◆ Ability to isolate non-paying customers LV and MV form grid
  - ◆ Load shedding zone matrix can be created
  - ◆ Water Metering Data analysis will highlight consumption and losses (can be included at a later stage)
  - ◆ Financial management reports will be provided/customized to suit requirements
  - ◆ Tenant management data per site provided where requested:

- Accurate customer billing data
  - Utility consumption slip
- ▶ UMS has a number of devices to secure installations and to secure other power points for instance lamp post covers etc.
  - ▶ UMS again request Ba-Phalaborwa to address the large number of damaged electricity boxes. This will not only secure the metering equipment inside but also will secure them from a safety (OHS) point of view. If so required, UMS can provide quotations to repair these damaged boxes. (refer to Appendix A)

### 33/19 EMPLOYEE'S ACCOUNTS (CFO)

(6/13/6) (28TH JANUARY 2019)

#### RESOLUTION

1. That the Employee Accounts Report for the month of December 2018 **BE NOTED**.
2. That the Council make the employees **AWARE** of their accounts.
3. That the Municipal employees be **MADE AWARE** of the Credit Control Policy & Debt Management, Code of Conduct & Municipal Systems Act.

### 34/19 FINANCIAL REPORT (CFO)

(10/2/2) (28TH JANUARY 2019)

#### RESOLUTION

#### That the following be noted:

1. The financial report for the period ended 31 December 2018 **excluding water and waste water management**
2. The summary of monthly budget statement report for the month ended 31 December 2018.
3. The financial performance for the month ended 31 December 2018.
4. The financial position as at 31 December 2018.
5. The total operating revenue (as per GRAP) for the month ended 31 December 2018 is R67.8 million.

6. Revenue capital contribution recognised amount to R3.2 million.
7. Operational expenditure on financial performances is R24.5 million.
8. Capital expenditure incurred during the month ended 31 December 2018 is R3.2 million inclusive of VAT.
9. Consolidated call deposit accounts held at STD Bank and ABSA closed with a balance of R54.7 million on 31 December 2018.
10. The municipality received the following allocation as per DORA as at 31 December 2018.  
  
Equitable Share of R44 162 million.  
MIG of R10 553 million.
11. That councillors and staff benefits for December 2018 amount to R12.1 million **BE APPROVED**.
12. Municipal primary bank reconciliation closed with a positive balance of **R1.8 Million**

### **35/19 FLEET REPORT (CFO)**

**(8/1/2/9) (28TH JANUARY 2019)**

#### **RESOLUTION**

1. That the council **NOTE** the fleet management 2018 December report.
2. That the following vehicles as part of fleet management **BE INVESTIGATED** as to why travelled unusual kilometres.
  - i. Nissan NP 300 registration Number CHW 410 L allocated Budget and Treasury.
  - ii. Toyota Hilux registration Number CHZ 876 L allocated Parks services
  - iii. Nissan NP 300 registration Number CJB 776 L allocated Water Services
  - iv. Nissan NP 300 registration Number CJB 404 L allocated Electrical Services
  - v. Nissan NP 300 registration Number CJB 663 L allocated Water Services

### **36/19 GRANT RECONCILIATION REPORT (CFO)**

**(10/2/2) (28TH JANUARY 2019)**

#### **RESOLUTION**

That the Grant Reconciliation Report for December 2018 **BE NOTED**.

**37/19 INVESTMENT REGISTER (CFO)**

**(6/9/1) (28TH JANUARY 2019)**

**RESOLUTION**

That the Investment Register for December 2018 **BE NOTED**.

**38/19 KEY ACCOUNTS (CFO)**

**(6/13/6) (28TH JANUARY 2019)**

**RESOLUTION**

1. That the Key Accounts Report for the month of December 2018 **BE NOTED**.

**39/19 METER READING PROGRESS REPORT (CFO)**

**(6/13/6) (28TH JANUARY 2019)**

**RESOLUTION**

That the meter reading report for the month of December 2018 **BE NOTED**.

**40/19 RETENTION REGISTER (CFO)**

**(9/3/1) (28TH JANUARY 2019)**

**RESOLUTION**

That the Retention Register **BE NOTED**.

**41/19 SCM REPORT (CFO)**

**(6/1/1) (10/2/2) (28TH JANUARY 2019)**

**RESOLUTION**

1. That council **NOTE** supply chain management report for DECEMBER 2018.
2. That council **NOTE** no tender advertised in DECEMBER 2018.
3. That council **NOTE** tender evaluated in the month of DECEMBER 2018.
4. That council **NOTE** tenders adjudicated in the month of DECEMBER 2018.



5. That council **NOTE** tenders awarded during the month of DECEMBER 2018.
6. That council **NOTE** business awarded to small business micro enterprise in the month of DECEMBER 2018.
7. That council **NOTE** Inventory report for DECEMBER 2018.
8. That council **NOTE** that no deviation recorded in DECEMBER 2018.

#### **42/19 WATER SERVICES REPORT (CFO)**

**(17/1/1/1) (6/5/2/6) (28TH JANUARY 2019)**

##### **RESOLUTION**

That the report for water and sanitation for the month of December 2018 **BE NOTED**.

#### **43/19 MONTHLY REPORT FOR NOVEMBER 2018 (MM)**

**(10/2/1) (28TH JANUARY 2019)**

##### **RESOLUTION**

1. That Council **NOTE** the Monthly Report for the Office of the MM for November 2018.
2. That Council **NOTES** the progress on the compliance checklist
3. That Council **NOTES** the progress on the Strategic Risk
4. That Council **NOTES** the Expenditure Report.

#### **44/19 SECURITY REPORT FOR NOVEMBER 2018 (MM)**

**(6/14/2) (8/2/4) (28TH JANUARY 2019)**

##### **RESOLUTION**

That the Security Report for November 2018 **BE NOTED**.

#### **45/19 MINIMUM INFORMATION SECURITY STANDARDS (RISK)**

**(6/14/2) (8/2/4) (28TH JANUARY 2019)**

##### **RESOLUTION**

That Council **ADOPTS** the Minimum Information Security Standard document for implementation by the municipality.

#### **46/19 AC RESOLUTION REGISTER (MM)**

**(4/9/9) (28TH JANUARY 2019)**

##### **RESOLUTION**

1. That Audit Committee **NOTES** progress report on implementation of Audit Committee Resolution.
2. That Council **NOTES** 73% AC resolutions implemented and 22% not implemented.

#### **47/19 AC ACTION PLAN (MM)**

**(4/9/9) (28TH JANUARY 2019)**

##### **RESOLUTION**

1. That Council **APPROVE** the AG Action Plan to address 2016/17 audit findings.
2. That Council **NOTES** progress on the AG Action Plan.
3. That Council **NOTES** 57% AG Action plan implemented and 43% not implemented.

#### **48/19 INTERNAL AUDIT FOLLOW-UP REPORT (MM)**

**(4/9/9) (28TH JANUARY 2019)**

##### **RESOLUTION**

The following report outlines the progress on implementation of internal audit recommendations for the month ended **November 2018**. The report shows progress per department and also the institutional progress report:

Department	Implemented	% Implemented	Progress Not Implemented	% Progress Not Implemented
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Office of the MM	5	80%	1	20%
Budget & Treasury	34	62%	21	38%
Planning and Development	13	81%	3	19%
Corporate Services	16	64%	9	36%
Technical Services	7	46%	8	53%
Institutional Progress	<b>77</b>	<b>65%</b>	<b>42</b>	<b>35%</b>

#### **49/19 MONTHLY REPORT FOR DECEMBER 2018 (MM)**

**(10/2/1) (28TH JANUARY 2019)**

##### **RESOLUTION**

1. That Council **NOTE** the Monthly Report for the Office of the MM for December 2018.
2. That Council **NOTES** the progress on the compliance checklist
3. That Council **NOTES** the progress on the Strategic Risk
4. That Council **NOTES** the Expenditure Report.

#### **50/19 BATHO PELE REPORT FOR NOVEMBER 2018 (MM)**

**13/2/1/47) (28TH JANUARY 2019)**

##### **RESOLUTION**

That the Batho Pele Report for November 2018 **BE NOTED**.

#### **51/19 DISASTER REPORT – WINDSTORM AT SELWANE (MM)**

**(18/17/1) (28TH JANUARY 2019)**

##### **RESOLUTION**

That the disaster report at Selwane **BE NOTED**.

**52/19 SECURITY REPORT FOR DECEMBER 2018 (MM)**

**(6/14/2) (8/2/4) (28TH JANUARY 2019)**

**RESOLUTION**

That the Security Report for December 2018 **BE NOTED**.

**53/19 2<sup>ND</sup> QUARTER INSURANCE REPORT (RISK)**

**(6/14/1) (8/2/4) (28TH JANUARY 2019)**

**RESOLUTION**

That Council **ADOPTS** the Minimum Information Security Standard document for implementation by the municipality.

**54/19 AC RESOLUTION REGISTER (MM)**

**(4/9/9) (28TH JANUARY 2019)**

**RESOLUTION**

1. That Audit Committee **NOTES** progress report on implementation of Audit Committee Resolution.
2. That Council **NOTES** 73% AC resolutions implemented and 22% not implemented.

**55/19 INTERNAL AUDIT FOLLOW-UP REPORT (MM)**

**(4/9/9) (28TH JANUARY 2019)**

**RESOLUTION**

1. The following report outlines the progress on implementation of internal audit recommendations for the month ended **December 2018**. The report shows progress per department and also the institutional progress report:

Department	Implemented	% Progress Implemented	Not Implemented	% Progress Not Implemented
Office of the MM	5	80%	1	20%
Budget & Treasury	34	62%	21	38%
Planning and Development	13	81%	3	19%
Corporate Services	16	64%	9	36%

Technical Services	7	46%	8	53%
Institutional Progress	77	65%	42	35%

#### 56/19 AC ACTION PLAN PROCESS (MM)

(4/9/9) (28TH JANUARY 2019)

##### RESOLUTION

That Council **NOTED** the process to be followed on the development of the AG Action Plan.

#### 57/19 MONTHLY REPORT FOR NOVEMBER (CORPS)

(10/2/1) (28TH JANUARY 2019)

##### RESOLUTION

1. That the Monthly Report for Directorate Corporate Services **BE NOTED**.
2. That the Progress on Strategic Risk Management Implementation **BE NOTED**.
3. That the Corporate Services Civil & Labour Cases Register **BE NOTED**.
4. That the Occupational Health & Safety Report **BE NOTED**.
5. That the Appointments **BE NOTED**.
6. That the Vacancy Rate **BE NOTED**.
7. That the Leave Report **BE NOTED**.
8. That the Overtime report **BE NOTED**.
9. That the IT Progress Report **BE NOTED**.
10. That the IT Risk Register **BE NOTED**.

11. That the ICT AG Action Plan report **BE NOTED.**
12. That the MSCOA Risk Register **BE NOTED.**
13. That the ICT Strategic Risk report **BE NOTED.**
14. That the Expenditure Report **BE NOTED.**
15. That the Compliance Checklist **BE NOTED.**
16. That the Worksheet for implementation of Council Resolutions **BE NOTED.**

## **58/19 MONTHLY REPORT FOR DECEMBER (CORPS)**

**(10/2/1) (28TH JANUARY 2019)**

### **RESOLUTION**

1. That the Monthly Report for Directorate Corporate Services **BE NOTED.**
2. That the Progress on Strategic Risk Management Implementation **BE NOTED.**
3. That the Corporate Services Civil & Labour Cases Register **BE NOTED.**
4. That the Occupational Health & Safety Report **BE NOTED.**
5. That the Appointments **BE NOTED.**
6. That the Vacancy Rate **BE NOTED.**
7. That the Leave Report **BE NOTED.**
8. That the Overtime report **BE NOTED.**
9. That the IT Progress Report **BE NOTED.**
10. That the IT Risk Register **BE NOTED.**
11. That the ICT AG Action Plan report **BE NOTED.**

12. That the MSCOA Risk Register **BE NOTED**.

13. That the ICT Strategic Risk report **BE NOTED**.

14. That the Expenditure Report **BE NOTED**.

15. That the Compliance Checklist **BE NOTED**.

16. That the Worksheet for implementation of Council Resolutions **BE NOTED**.

**59/18 EXCESSIVE OVERTIME REPORT (CORPS)**

**(5/5/2/5) (28TH JANUARY 2019)**

**RESOLUTION**

That the Excessive Overtime report **BE NOTED**.

**60/19 SIGNED WATER SERVICES SLA BETWEEN MDM AND BPM (CORPS)**

**(17/1/1/2/1) (28TH JANUARY 2019)**

**RESOLUTION**

That the signed Water SLA between MDM and BPM **BE NOTED**.

**61/19 2<sup>ND</sup> QUARTER OHS REPORT (CORPS)**

**(4/9/27) (28TH JANUARY 2019)**

**RESOLUTION**

1. That Senior Management consider the Safety in the working environment as a serious matter.
2. That Municipal Manager note the non-compliance of holding meetings by Budget & Treasury Office

**62/19 ITEM REPORT ON HERALDIC MEANING OF COAT OF ARMS (CORPS)**

**(1/2/5/114) (28TH JANUARY 2019)**

**RESOLUTION**

That Council **NOTES** the report of the heraldic meaning on the Coat of Arms for Ba-Phalaborwa.

**63/19 REQUEST TO USE MUNICIPALITY'S STREET POSTS FOR IEC'S REGISTRATION CAMPAIGN POSTERS (CORPS)**

**(18/3/4/4) (28TH JANUARY 2019)**

**RESOLUTION**

1. That Council **NOTES** the content of the request.
2. That Council **NOTE AND APPROVE** the display of voter registration posters on Municipal street lamp posts.
3. That IEC **REMOVE** the posters from the street lamp posts after that particular electoral event.
4. That the **REJECTION** of members of the EFF **BE NOTED**.

**64/19 MONTHLY REPORT FOR NOVEMBER 2018 (CSS)**

**(10/2/1) (28TH JANUARY 2019)**

**RESOLUTION**

1. THAT the Monthly Report for Community and Social Services **BE NOTED**.
2. THAT the Monthly Report for the Testing Section (Licensing) **BE NOTED**.
3. THAT the Monthly Report for the Registration Authority **BE NOTED**.
4. THAT the Statistics for Traffic fines **BE NOTED**.
5. THAT the Traffic Roadblock Special projects Report 2018 **BE NOTED**.
6. That the Traffic Law Enforcement projects report **BE NOTED**.
7. That the Traffic Law Enforcement projects with Province **BE NOTED**.



8. That the Traffic Law enforcement projects restricted for December 2019 **BE NOTED.**
9. THAT the Road marking report **BE NOTED.**
10. THAT the Illegal Dumping notices issued **BE NOTED.**
11. THAT the Ba-Phalaborwa Local Municipality Landfill Site Monthly and Operational report **BE NOTED.**
12. THAT the report on the Status of Refuse Removal Vehicles **BE NOTED.**
13. HAT the Parks and open spaces rehabilitation and maintenance plan for December 2019 **BE NOTED.**
14. THAT the Parks maintenance and mowing roster done in November 2018 **BE NOTED.**
15. THAT the Operators monthly program for December 2018 **BE NOTED.**
16. THAT the Cemeteries maintenance plan **BE NOTED.**
17. THAT the report on the Status of Parks and Cemeteries vehicles **BE NOTED.**
18. THAT the Monthly Burial Report **BE NOTED.**
19. THAT the Tribal Cemeteries Burial Statistics for **BE NOTED.**
20. THAT the Consolidated Library Services report **BE NOTED.**

#### **65/19 ITEM REPORT ON THE ITLMPO CONFERENCE ATTENDANCE (CSS)**

**(13/2/1/56) (28TH JANUARY 2019)**

#### **RESOLUTION**

That Council **NOTES** the report on the attendance at the ITLMPO – SA Conference and AGM at Umhlanga Rocks, Durban in the KwaZulu-Natal Province by the three (3) Officials **BE NOTED.**

**66/19 MONTHLY REPORT FOR DECEMBER 2018 (CSS)**

**(10/2/1) (28TH JANUARY 2019)**

**RESOLUTION**

1. THAT the Monthly Report for Community and Social Services **BE NOTED.**
2. THAT the Monthly Report for the Testing Section (Licensing) **BE NOTED.**
3. THAT the Monthly Report for the Registration Authority **BE NOTED.**
4. THAT the Statistics for Traffic fines **BE NOTED.**
5. That the Traffic Law Enforcement projects restricted report **BE NOTED.**
6. That the Traffic Law Enforcement projects with Province **BE NOTED.**
7. THAT the Road marking report **BE NOTED.**
8. THAT the Illegal Dumping notices issued **BE NOTED.**
9. THAT the Ba-Phalaborwa Local Municipality Landfill Site Monthly and Operational report **BE NOTED.**
10. That the up-keeping of parks and open spaces report for January 2019 **BE NOTED.**
11. That the Parks maintenance and mowing report for parks stadium and open spaces mowing done in December 2018 **BE NOTED.**
12. That the Road block special projects report **BE NOTED.**
13. That the road block special festive season project report **BE NOTED.**
14. That the status of refuse removal vehicles report **BE NOTED.**
15. THAT the Cemeteries maintenance plan **BE NOTED.**
16. That the operator's monthly program report **BE NOTED.**
17. That the status of parks and cemeteries vehicles report **BE NOTED.**
18. THAT the Monthly Burial Statistics Report **BE NOTED.**
19. That the burial report **BE NOTED.**
20. THAT the Consolidated Library Services report **BE NOTED.**

21. That MDM who took over Environmental Health Services **BE REQUESTED** to do an inspection at the Akanani Shopping Centre in Lulekani.
22. That Technical Services do an **INSPECTION** on the dilapidated structure of the Akanani Shopping Centre in Lulekani.
23. That a report **BE SUBMITTED** to the Executive Committee.

**67/19 ITEM REPORT ON THE PROGRESS ON THE RURAL WASTE COLLECTION IN THE BA-PHALABORWA AREA (CSS)**

**(17/5/3) (28TH JANUARY 2019)**

**RESOLUTION**

That the report on the progress on the Rural Waste Collection in the Ba-Phalaborwa Area **BE NOTED**.

**68/19 MONTHLY REPORT FOR NOVEMBER 2018 (P&D)**

**(10/2/1) (28TH JANUARY 2019)**

**RESOLUTION**

1. That Council **NOTES** the Department of Planning and Development November 2018 monthly report.
2. That Council **NOTES** progress on the Strategic Risk Register.
3. That Council **NOTES** the Planning and Development Expenditure report for November 2018.
4. That Council **NOTES** the Planning and Development Compliance Checklist for November 2018.

**69/19 MONTHLY REPORT FOR DECEMBER 2018 (P&D)**

**(10/2/1) (28TH JANUARY 2019)**

**RESOLUTION**

1. That Council **NOTES** the Department of Planning and Development December 2018 monthly report.

2. That Council **NOTES** progress on the Strategic Risk Register.
3. That Council **NOTES** the Planning and Development Expenditure report for December 2018.
4. That Council **NOTES** the Planning and Development Compliance Checklist for December 2018.

**70/19 ITEM ON DRAFT VALUATION ROLL (P&D)**

**(6/2/3) (28TH JANUARY 2019)**

**RESOLUTION**

1. That Council **APPROVES** the requested dates of submission of draft and final GV for 2018-23 financial years.
2. That Council **NOTES** that a letter requesting condonation to the changed dates will further be written by the Valuer to the MEC for Coghsta.
3. That Council **NOTES** that the new dates of submission of draft and final GV for 2018-23 do not affect the commencement and implementation date of the roll.

**71/19 ITEM ON REVIEWED 2019/20 STRATEGIC PLAN (P&D)**

**(4/9/19) (28TH JANUARY 2019)**

**RESOLUTION**

1. That Council **NOTES** the 2019/20 reviewed Strategic Plan.
2. That the Strategic Plan **BE** included in the 2019/20 IDP document.

**72/19 MID-YEAR REPORT FOR THE PERIOD 1<sup>ST</sup> JULY 2018 TO 31<sup>ST</sup> DECEMBER 2018 (P&D)**

**(5/8/1) (28TH JANUARY 2019)**

**RESOLUTION**

1. That Council **NOTES** the Mid-Year Performance Report for the period 1<sup>st</sup> July 2018 to 31<sup>st</sup> December 2018.
2. Based on the Mid-Year Performance that Council **APPROVES** the adjustment of the Service Delivery and Budget Implementation Plan for 2018/19 financial year.

**73/19 DRAFT ANNUAL REPORT FOR THE FINANCIAL YEAR ENDED 30<sup>TH</sup> JUNE 2018 (P&D)**

**(10/1/2) (28TH JANUARY 2019)**

**RESOLUTION**

1. That Council **NOTES** the Draft Annual Report of the Municipality for the year ended 30<sup>th</sup> June 2018.
2. That Council **MAKES** the Draft Annual Report **PUBLIC AND INVITE SUBMISSIONS** from members of the public.
3. That Council **REFER** the Draft Annual Report to **MPAC FOR PROBING**.
4. That MPAC **PRESENTS** the Oversight Report on the Draft Annual Report to Council by no later than two months from the date on which the Draft Annual Report was tabled.

**74/19 MONTHLY REPORT FOR NOVEMBER 2018 (TS)**

**(10/2/1) (28TH JANUARY 2019)**

**RESOLUTION**

1. THAT the implementation of the DTS Performance Report for November 2018 **BE NOTED**.
2. That the compliance Check List **BE NOTED**.
3. Customer care report **BE NOTED**.

**75/19 MONTHLY REPORT FOR DECEMBER 2018 (TS)**

**(10/2/1) (28TH JANUARY 2019)**

**RESOLUTION**

1. THAT the implementation of the DTS Performance Report for December 2018 **BE NOTED**.
2. THAT the MIG Expenditure **BE NOTED**.
3. THAT the compliance Check List **BE NOTED**.
4. THAT the Integrated National Electrification program **BE NOTED**.

**76/19 REPORT ON ADVANTAGES AND DISADVANTAGES OF BPM BECOMING A WATER SERVICE AUTHORITY (TS)**

**(17/1/1/1) (28TH JANUARY 2019)**

**RESOLUTION**

1. That **IT BE NOTED** that it is still not conclusive as to which between the Advantages and Disadvantages of transitioning from WSP to WSA, will Ba-Phalaborwa Municipality encounter, however a comprehensive research and benchmarking is required with other local Municipalities who have gone from a similar process.
2. That the report is for Council to **NOTE** as to where the Municipality stands in relation to addressing water challenges.

**THE FOLLOWING ITEM HAS BEEN DISCUSSED IN COMMITTEE**

**77/19 REPORT ON THE SUSPICIOUS E-MAIL ACCOUNT FOR THE MM BEEN COMPROMISED OR HACKED (CORPS)**

**(8/2/2/5) (PERS FILE) (28TH JANUARY 2019)**

**RESOLUTION**

That Council **NOTE** the report on the suspicious e-mail account for the MM been compromised or hacked.

**13. NEW MOTIONS**

None.

**14. PETITIONS**

None.

**15. ITEMS FOR THE NEXT COUNCIL MEETING**

None.

**16. ANNOUNCEMENTS**

None.

**16. CLOSURE**

The meeting adjourned at 11H30.

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CHAIRPERSON