

## SUNDAYS RIVER VALLEY MUNICIPALITY

MINUTES OF A SPECIAL COUNCIL MEETING FOR SUNDAYS RIVER VALLEY MUNICIPALITY  
HELD AT 57 SONOP STREET, KIRKWOOD ON 28 MAY 2015.

### PRESENT:

COUNCILLORS: N. G. Hawu (Speaker) (Chairperson)  
Z.A. Lose (Mayor)  
S.H. Rune  
M.W. Kebe  
E. Jagers  
J.S. Delpport  
B.C. Snoek  
S.J. Stefana  
F Adams  
I. Wagenaar  
K. Smith  
P.R. Blou  
Z. Qusheka  
I. Manene (Arrived at 11:20)  
B A M Finnis  
T.R. Grootboom

OFFICIALS: L.M.R. Ngoqo (Municipal Manager)  
T Machelesi (Director: Corporate Services)  
N Ponco (Chief Financial Officer)  
M Mbangi (Chief Internal Auditor)  
P Mbulawa (Director: Infrastructure)  
H Sikweza (Director: Community Services)  
S E Fourie (Ass Manager: Administration)

### 1. OPENING

Cllr Qusheka opened the meeting with prayer where after the Chairperson welcomed all in attendance and declared the meeting officially opened.

### 2. NOTICE OF CONVENING THE MEETING

Notice was taken as read.

### 3. APPLICATION FOR LEAVE OF ABSENCE

#### 3.1. APOLOGIES

None

### 4. REPORT FROM THE MAYOR

#### 4.1 APPROVAL OF FINAL INTEGRATED DEVELOPMENT PLAN 2015/16

Cllr Rune, seconded by Cllr Grootboom, proposed the approval of the Integrated Development Plan 2015/2016.

#### **COUNCIL RESOLVED**

- (a) That the final IDP 2015/2016 attached as Annexure A to this report be approved.
- (b) That the municipality within 14 days of the adoption of the IDP give notice to the public of the adoption of the plan and that copies of or extracts from the plan be made available for public inspection at specified places.
- (c) That the municipality within 14 days of the adoption of the plan publicizes a summary of the plan.
- (d) That the municipal manager submits a copy of the plan to the MEC for Local Government within 10 days of the adoption of the plan

#### **4.2 APPROVAL OF FINAL BUDGET 2015/16, 2016/17 AND 2017/2018. (Ref 5/1/1)**

Cllr Grootboom, seconded by Cllr Snoek, proposed that the final budget 2015/16, 2016,17 and 2017/18 be approved.

#### **COUNCIL RESOLVED**

1. That in terms of section 24 of the Municipal Finance Management Act, 56 of 2003, the Annual budget of the Sundays River Valley municipality for the financial year 2015/2016; and indicative allocations for the two projected outer years 2016/2017 and 2017/2018; and the multi-year and single year capital appropriations are approved as set-out in the following tables:
  - 1.1. Budgeted Financial Performance (revenue and expenditure by standard classification);
  - 1.2. Budgeted Financial Performance (revenue and expenditure by municipal vote);
  - 1.3. Budgeted Financial Performance (revenue by source and expenditure by type); and
  - 1.4. Multi-year and single year capital appropriations by municipal vote and standard classification and associated funding by source.
  - 1.5. That council in principle approves the application for loan funding to fund the identified assets
2. That the financial position, cash flow, cash-backed reserve/accumulated surplus, asset management and basic service delivery targets are adopted as set-out in the following tables:
  - 2.1. Budgeted Financial Position;
  - 2.2 Budgeted Cash Flows;
  - 2.3 Cash backed reserves and accumulated surplus reconciliation;
  - 2.4 Asset management; and
  - 2.5 Basic service delivery measurement.
3. That in terms of section 24(2)(c)(i) and (ii) of the Municipal Finance Management Act 56 of 2003 and sections 74 and 75A of the Local Government: Municipal Systems Act 32 of 2000 as amended, the tariffs for the supply of water, electricity, waste services, sanitation services and

property rates as set out in annexure B, that were used to prepare the estimates of revenue by source, are approved with effect from 1 July 2015.

4. That in terms of section 24(2)(c)(iii) of the Municipal Finance Management Act, 56 of 2003, the measurable performance objectives for capital and operating expenditure by vote for each year of the medium term revenue and expenditure framework as set out in the Supporting Tables are approved.

## **5. REPORT FROM THE MUNICIPAL MANAGER**

### **5.1 REPORT ON REVIEWAL OF THE ORGANIZATIONAL STRUCTURE**

The Municipal Manager advised that legislation prescribe that Council should annually review the Organizational structure. The structure was discussed per department. The following comments were made:

#### OFFICE OF THE MAYOR/SPEAKER

- 5 Secretaries for the 5 fulltime Councillors - appointments to be made only when finances allow it and office space are available.

#### OFFICE OF MUNICIPAL MANAGER

- HIV/AIDS and wellness coordinator position to be moved to SPU unit.
- CIA should report directly to the Municipal Manager.
- Customer Care should be situated in Office of Municipal Manager.
- IDP Manager cannot report to another manager (Strategic Manager). Should be looked at.

#### CORPORATE SERVICES

- Cllr Smith enquired if the position of Assistant Manager: Administration should not be at Manager level for the sake of continuity, taking into consideration that the HR Manager was a Manager not Assistant Manager. The Director: Corporate Services commented that it depended on Council.

It was resolved that Office of Speaker and Municipal Manager to look at the matter administratively and address it accordingly.

#### FINANCE DEPARTMENT

- All Accountants to be on same level
- The CFO explained that the positions in Supply Chain office were according to legislation.
- The need for clear indications on the positions in the various satellite offices should be indicated.
- Asset Management Accountant position should be a standalone on the structure.

TECHNICAL

- Fleet management to be allocated in Community Services
- Landfill sites to be allocated in Community Services
- Position of Assistant: Manager Civil and Roadworks should be Manager: Civil and Roadworks
- There should be security looking after all plant and municipal buildings
- Director advised that the aim of the organogram was to avoid having any acting positions in the technical Department

COMMUNITY SERVICES

- Position of executive assistant to be added on the structure
- Traffic students at the College should be assistant traffic officers on the structure and not wardens.
- A satellite office should be established in Zuney. Satellite offices should offer various services, i.e. proof of address etc.

Cllr Grootboom, seconded by Cllr Adams proposed that the structure be approved after the necessary amendments were made.

**COUNCIL RESOLVED**

- (a) That council approve the draft organizational structure attached to the report as Annexure C with the indicated amendments.
- (b) That all approved positions be considered in the budget 2015/2016.
- (c) That consultation is made with all officials through Local Labour Forum.

**THE MEETING TERMINATED AT 13:10**

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**CHAIRPERSON**

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**DATE**