

# **MINUTES**

**OF THE**

**1<sup>ST</sup> ORDINARY MEETING  
FOR THE YEAR 2004**

**of**

**MATJHABENG MUNICIPALITY**

**held on**

**TUESDAY, 24 FEBRUARY 2004**

**at**

**16:00**

**COUNCILLORS PRESENT : COUNCIL MEETING : 24 FEBRUARY 2004**

**ANC**

<b>PROPORTIONAL</b>			
1.	Leeuw SJ ( <b>Executive Mayor</b> )	14.	Dlova TW
2.	Matsepe TV ( <b>Speaker</b> )	15.	Ikaneng MI
3.	Tsubane ME	16.	Mafantire MJ
4.	Menong KS ( <b>MMC</b> )	17.	Mafongosi VZ
5.	Ramaisa KA ( <b>MMC</b> )	18.	Mashinini NL
6.	Tladi RE ( <b>MMC</b> )	19.	Alexander RR
7.	Thuthani ZA ( <b>MMC</b> )( <b>Written apology</b> )	20.	Radebe ML
8.	Matosa AN	21.	Sephiri MJ
9.	Matlabe MMT	22.	Tihone ML
10.	Mbana MA	23.	Vanga M
11.	Mokhathi PE	24.	Kotzee D
12.	Bengu VV	25.	Masoleng NI
13.	Dali VN	26.	Kujoana MA ( <b>Absent without apology</b> )
<b>WARD</b>			
27.	Matsbukanye MM ( <b>Absent without apology</b> )	42.	Mfebe MSE
28.	Tshabangu SE ( <b>MMC</b> )	43.	Mhlaba N ( <b>Absent without apology</b> )
29.	Mohlodi PP ( <b>Written apology</b> )	44.	Mokolutlo LA ( <b>Absent without apology</b> )
30.	Mogole RR ( <b>Written apology</b> )	45.	Montshioa BA ( <b>MMC</b> )
31.	Liphoko SJ ( <b>Written apology</b> )	46.	Mosala MS
32.	Mokoena ME	47.	Nakwa TA
33.	Masienyane MD ( <b>Absent without apology</b> )	48.	Ngangelizwe S
34.	Baaitjies M	49.	Radebe LLF ( <b>Written apology</b> )
35.	Dassie YS	50.	Ramojela JN
36.	Dlamini SC	51.	Rubulana L
37.	James TH ( <b>Absent without apology</b> )	52.	Seboholi CP ( <b>Written apology</b> )
38.	Khalipha TD ( <b>MMC</b> )	53.	Taliwe FE
39.	Mabuya FF ( <b>Absent without apology</b> )	54.	Thoabala TE ( <b>MMC</b> )
40.	Manzana NR	55.	Tsoene TD
41.	Masoka NL	56.	Tsatsa SJ

**DA**

<b>PROPORTIONAL</b>			
57.	Fourie JJC	61.	Maqena AM ( <b>Left at 17:00</b> )
58.	Marais (Dr) JS	62.	Ntsala MM ( <b>Written apology</b> )
59.	Auret IH ( <b>Written apology</b> )	63.	Olivier JJ
60.	Neumann VH	64.	Styger A
<b>WARD</b>			
65.	Bothma B	68.	Edeling JH
66.	Louw ML	69.	Van Rooyen HC
67.	Smit DC	70.	Du Toit JJB ( <b>Left at 19:30</b> )

## II

### UDM

PROPORTIONAL	
71.	Motshabi MP

### PAC

PROPORTIONAL	
72.	Majoe TS

### OFFICIALS

<b>Mr RSB Sesele</b>	–	<b>Municipal Manager</b>
Mr V Adonis	–	Corporate Executive Manager : Community Services and Social Development
<b>Mr BP Molatseli</b>	–	<b>Executive Manager : Corporate Services</b>
Mr RN Pitso	–	Corporate Executive Manager : Financial Management
Mr TR Shiringani	-	Manager Council Administration
Me A Schoeman	–	Corporate Services (Admin Officer)
Mr D Mana		
Mr T Jobo		

#### 1. OPENING

Cllr B Bothma opened the meeting with a prayer.

#### 2. OFFICIAL ANNOUNCEMENTS OF THE SPEAKER

2.1 The Speaker informed Councillors about the handing over of TV sets to hospitals in the Free State and invited all Councillors to attend the event on 25 February 2004 at Katleho District Hospital in Virginia at 10:00.

#### 3. ADDRESS BY THE EXECUTIVE MAYOR

\*\*\* Attached as **Annexure "A"**.

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

None.

#### 5. APPLICATIONS AND APPEALS FROM COUNCILLORS IN TERMS OF RULES 14(1), 67 AND 72

None

### III

#### 6. REPORTS RECEIVED FROM THE SPEAKER

Items A1/2004 - A3/2004

The above items were dealt with under **Item 16** of the agenda.

#### 7. MOTIONS OF SYMPATHY AND CONGRATULATIONS BY THE SPEAKER

7.1 The Speaker congratulated Cllr Seboholi on the birth of his baby girl on 19 February 2004.

7.2 The Speaker congratulated the following Councillors on their birthdays :

Clr B Bothma	09 March
Clr FF Mabuya	11 March
Clr HC Van Rooyen	18 March

#### 8. MOTIONS OF SYMPATHY AND CONGRATULATIONS FROM OTHER MEMBERS

None

#### 9. DEPUTATIONS AND INTERVIEWS

##### 9.1 Standard Bank Home Loans: Mr J Malebane (Refer to Item A8/2004)

The Speaker introduced Mr J Malebane, Executive Director of AKA Financial Services who made a presentation to Council regarding the Pension Fund for Councillors and its benefits and the home loans by Standard Bank.

Mr J Malebane answered questions raised by Councillors.

**Mr Malebane left the meeting at 17:07**

#### 10. DISCLOSURE OF INTEREST

A14/2004 – A15/2004

## IV

### 11. MINUTES OF THE PREVIOUS MEETINGS

#### **COUNCIL RESOLVED : (24 FEBRUARY 2004)**

- 10.1 That, as the minutes of the meeting held on 25 November 2003 were distributed late, they **BE REFERRED BACK** for approval at the next meeting of Council to be held on 30 March 2004.
- 10.2 That the minutes of the special meeting held on 27 January 2004 **BE APPROVED** and **CONFIRMED** as a true reflection of what transpired at the meeting subject to the following amendments :
- (a) That Cllr ME Tsubane's name be moved from Ward to Proportional on the Attendance List.
  - (b) That Cllr TD Khalipha's name be moved from Proportional to Ward on the Attendance List.
  - (c) That the schedule of meetings as approved at the meeting, with the corrected times of meetings included, be attached to the minutes as **Annexure "B"**.

### 12. FORMAL SIGNING OF MINUTES

The Speaker indicated that he would sign the minutes of the meeting held on 27 January 2004 after the corrections have been made.

### 13. MATTERS ARISING FROM THE MINUTES

None

### 14. QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

#### 14.1 Questions by Cllr Marais and answers thereto

See Item A3/2004

#### 14.2 Cllr Khalipha requested to raise a question.

The Speaker allowed a question raised by Cllr Khalipha in terms of Rule 53.

Cllr Khalipha wanted to know what is the position of the UDM regarding continued resistance by certain community members, who claimed to be UDM members in the area of Ward 16, who do not want to move in order to allow development of housing in that area?

## V

Cllr Motshabi informed the Council meeting that he was approached by the MMC: Housing Development and Environmental Management during the course of the previous week and informed him (Cllr Motshabi) that he (Cllr Khalipha) was told that UDM members in Ward 16 would not allow progress in that ward and he requested Cllr Motshabi to go and speak to them. Cllr Motshabi said that he wanted to know how Cllr Khalipha knew that those people were UDM members and said that he was told that they wore UDM t-shirts.

Cllr Motshabi said that he investigated the matter and found a committee that called themselves the Community Committee or something like that. They were a community-based committee that was dealing with the interests of the people that were staying there. That committee consisted of members of all political parties, including the UDM.

Cllr Motshabi further said that he informed the Councillor responsible for Ward 16, Cllr Dassie, that it was his responsibility to solve the problem.

**The Speaker requested that it be put on record that the UDM does not support the resistance to move away from that area to allow development to take place.**

### 15. REPORTS OF THE EXECUTIVE MAYOR, THE SPEAKER AND COMMITTEES

#### REPORTS WERE PRESENTED IN THE FOLLOWING MANNER:

REPORTER	ITEMS
Executive Mayor	A1/2004, A2/2004, A6/2004 and A11/2004
MMC: Economic Development and Spatial Planning	A4/2004.
MMC: Financial Management	A5/2004, A7/2004, A8/2004, A12/2004, A16/2004 and A17/2004.
MMC: Human Resources	A9/2004.
MMC: Public Safety and Transport	A10/2004.
MMC: Corporate Services	A13/2004

The resolutions of Council in this regard are on pages 1 - 11 of these minutes.

### 16. REPORTS OF DECISIONS TAKEN UNDER DELEGATED POWERS

The Executive Mayor presented his report on discussions taken under delegated powers and the resolution in this regard is on page 10 Item **A18/2004** of these minutes.

# VI

## 17. MOTIONS

None

## 18. CLOSURE

18.1 The Speaker informed Councillors that he was informed that AKA Financial Services provided each Councillor present at the meeting, with a cap, which would be given to them after the meeting.

18.2 The Speaker invited all Councillors, on behalf of the Executive Mayor, to enjoy a glass of champagne with him in the Boardroom after the meeting.

The meeting ended at **20:05**.

.....  
**TV MATSEPE (SPEAKER)**

.....  
**DATE**

**A1/2004**

**WITHDRAWAL AND REPLACEMENT OF COUNCILLOR TH JAMES FROM LEJWELEPUTSWA DISTRICT COUNCIL (15/2/1/28) (MCA) (OFFICE OF THE SPEAKER) (P1)**

**IT WAS RESOLVED (24 FEBRUARY 2004)**

[MCA] That Councillor TH James be withdrawn as a representative of Matjhabeng Municipal Council at the Lejweleputswa District Council and be replaced by Councillor A Mbana.

**A2/2004**

**HOME LOAN SCHEME FOR COUNCILLORS (3/1/4/5) (OFFICE OF THE SPEAKER) (MCA) (P1 : ANNEXURES P1 – 14)**

**IT WAS RESOLVED (24 FEBRUARY 2004)**

- [MCA]
1. That Council **ENTERS INTO** an agreement with Standard Bank to enable the bank to grant Councillors housing loans.
  2. That before Council sign any documentation in this regard Council must seek legal advice on the documentation to protect the interest of Council.
  3. That the Municipal Manager and Speaker must constantly advise Councillors in this regard and the process be speeded up.
  4. That the agreement as per resolution A32/2002 with Cash Bank **BE CANCELLED**.

**A3/2004**

**QUESTIONS RAISED BY COUNCILLOR: DR JS MARAIS (3/1/1) (OFFICE OF THE SPEAKER) (MCA) (P4 : ANNEXURES P15 – 18a)**

After a lengthy debate

**IT WAS RESOLVED (24 FEBRUARY 2004)**

- [MCA]
1. That continued advancement of monies to Councillors and employees **BE CEASED IMMEDIATELY** until approval of the policy as contemplated in paragraph 2 below.
  2. That a policy on advances on salaries be drafted and submitted to Council for approval as a matter of urgency.

A4/2004

**MATJHABENG LOCAL MUNICIPALITY: RECONSIDERATION OF THE INCENTIVE SCHEMES FOR ECONOMIC DEVELOPMENT, EMERGING ENTREPRENEURS AND URBAN FARMING (6/25) (EMEDSP) (P5)**

**IT WAS RESOLVED (24 FEBRUARY 2004)**

[EMEDSP]

That the following Incentive Schemes for Economic Development, Emerging Entrepreneurs, and Urban Farming (including Commercial, Emerging and Commonage farmers) **BE APPROVED** for implementation for a maximum period of 3 years and it **BE ADVERTISED** for public comment:

**1. For Industrial Development**

<b>PROPOSED SCHEME</b>	
1. Approved serviced vacant industrial/business site for R1-00, irrespective of size.	
2. A site required from the Matjhabeng Municipality at a nominal purchase price of R1-00.	
<b>In the event of a purchaser defaulting by not developing the site as approved or stipulated in the contract between the Matjhabeng Municipality and himself, the land be reverted back to the Municipality at the original purchase price without any compensation for improvements done to date on the land.</b>	
3. A subsidy on an approved rental based on the following sliding scale on an approved premises leased for the conducting of a business:	
<b>RENTAL</b>	<b>MAX SUBSIDY</b>
R0 – R2 000	45 %
R2001 – R2 500	35 %
R2 501 – R3 000	30 %
R3 001 – R5 000	20 %
R5 001 +	15 %
4. <b>A subsidy of maximum 45 % on a total cost of not more than R70 000-00, or as negotiated with the entrepreneur in very special circumstances will be payable for:</b>	
<ul style="list-style-type: none"> <li>- Relocation costs of approved machinery and equipment from a location in the RSA to an approved location in Matjhabeng.</li> <li>- Transport costs in the case of relocation from abroad, from any South African port (sea or air) of approved machinery and equipment to an approved site in Matjhabeng.</li> </ul>	
5. A cash grant of R5 000-00 for an advertisement campaign to introduce the company and/or its products and which is to be utilized not later than 6 months after first production.	
6. A discount of 20 % on the total monthly account payable by the applicant, irrespective if the applicant is the owner of the land or renting premises from either the Municipality, the private or public sector or from a Mining House.	

In cases where special circumstances can be proved, water and electricity may be charged at cost price where cost price will mean only the cost as charged by Sedibeng Water or Eskom without any margins for profit, leaks or maintenance.

In the case of commercial entities, purified sewerage water will be charged at cost price plus pumping costs, where cost price will be ex sewerage plant price without any margins for maintenance, profit or leaks.

In the case of the emerging farmers paprika project on Saaiplaas and Homestead, purified sewerage water will be provided free of charge to the training nethouses and free of charge for 2 years for qualifying emerging farmers moving into their own nethouses. After 2 years, emerging farmers will only pay cost price for purified sewerage water e.g. purifying and pump costs. At any other unit in Matjhabeng where similar projects will be launched the same will apply.

## **7. FACILITATION SERVICES**

The following services will be rendered **free of charge** by all relevant departments of the Matjhabeng Local Council:

7.1 Rezoning, subdivision and consolidation of sites (erven).

7.2 Approval of building plans plus building inspections.

7.3 Issue of certificates of compliance in respect of electrical installations.

7.4 Inspection and valuation of industrial and residential property made available to the applicant in terms of the Incentive scheme.

7.5 Plans for gardening, landscaping and beautification of approved premises.

7.6 Periodic inspection of fire-fighting equipment and training of fire-fighting proto teams.

7.7 Limited assistance with identifying and opening up of markets and promotion of company products as negotiated and agreed upon between the entrepreneur and the Dept ED + SP.

7.8 Limited assistance in Human Resource matters as agreed to by the Executive Manager Human Resources and applicant.

## **8. THAT THE FOLLOWING CRITERIA FOR THE POSSIBLE GRANTING OF INCENTIVES BE APPROVED:**

8.1 Financial viability of the project.

8.2 The cost/benefit to the Matjhabeng Municipality per se and the economy of the City in general.

8.3 Affordability of incentives to the Matjhabeng Municipality at a particular point in time.

8.4 Effect on diversification of the local economy.

8.5 Utilisation of local resources.

8.6 Utilisation of appropriate competitive technology.

8.7 Commitment to the utilisation, upgrading and training of local skills.

8.8 Unfair competition to existing projects (businesses) in Matjhabeng.

### 7.1.2 For Emerging Entrepreneurs:

<b>PROPOSED SCHEME</b>
1. A site, properly motivated in terms of size required, be leased to the successful applicant at R1-00 per year for a period of two years. The applicant's situation is to be reviewed after two years and either a new lease be extended to him or the site be transferred in the applicant's name. In the event of the purchaser defaulting in the first period of five years, the land be reverted back to the Municipality without any compensation for any improvements done on the land.
2. Where and when possible, bulk services will be provided up to the erf boundary, and if not possible, the minimum provision will be a stand alone water tap.
3. Rental of existing floor space other than Municipality owned building, will be subsidized to the tune of 45 %. This includes space in mine facilities, privately owned buildings, the local Industrial Park or other Government property.
4. Rental of floor space in Municipal owned buildings will be 10 % of market related rentals as determined by the City Valuer.
5. A discount of 20 % of the total monthly account payable by the applicant, irrespective of the applicant being the owner of the land or renting the premises from either the Municipality, the private or public sector or from a Mining House.
6. The Dept ED + SP will, where possible, endorse and market products of emerging entrepreneurs on its webpage.
7. The Dept ED + SP will endeavour to assist emerging entrepreneurs to enroll at accredited institutions for courses in business- and financial skills to enhance their chances to become successful business people.

### 7.1.3 For Urban Farming

<b>PROPOSED SCHEME</b>
<b>Commercial Farmers</b>
1. On submission of a proper business plan the Dept ED & SP will recommend an appropriate incentive package that will address the most critical needs of the project.
2. Incentives may include:
2.1 Free land
2.2 20 % discount on all municipal services
2.3 Purified sewerage water at cost price where cost price will only include purifying and pumping costs and exclude profit margins, leakages or maintenance costs.
3. An open ended approach to any positive suggestion or need of the applicant will be followed by Council.

<b>Emerging Farmers</b>	
1.	ED & SP will identify suitable farming projects which can be managed into viable commercial projects and which may become export orientated.
2.	ED & SP will identify suitable candidates to partake as individuals.
3.	ED & SP will identify mentor farmers to assist such projects.
4.	ED & SP will endeavour to secure funding for such projects from various reputable sources.
5.	ED & SP will through the project identification process also secure markets for the produce, locally and internationally.
6.	ED & SP will also secure training assistance for emerging farmers.
7.	Subsidies of 20 % will be made available to emerging farmers on all municipal services except for purified sewerage water which will be free of charge for the first 2 years after the training year whereafter the emerging farmer will pay cost price as is defined in this report.
8.	Emerging farmers will receive ownership of land, where possible, after a proven record of economic viability and skills is recorded.
<b>Commonage Farmers</b>	
1.	The same package is applicable to the succeeding commonage farmer group should sustainability be proven and a proper business plan be submitted to ED & SP who will recommend an appropriate Incentive Package.

2. That Council approves that in the case of development projects in other economic sectors, an appropriate incentive package be determined by Economic Development & Spatial Planning, after consideration of a business/development/site plan where such a package will address only the most pressing needs of the applicant and which package will then be tabled for final approval by Council.
3. That Council further will consider an application for an incentive package in special circumstances where a new entity has established itself on mining property at a particular point in time and where the Mining House is directly providing services to the applicant for a period not exceeding 3 years after establishment after which the Mining House, for whatever reason is discontinuing. The services and Council then has to provide such services. Incentives to be considered in such cases will only be those most critically to ensure the sustainability of the business and must be backed by proof from the applicant.
4. That in case no objections are received from the public, the Office of the Speaker **CONTINUES** with the promulgation of the policy.

A5/2004

**CREDIT CONTROL, DEBT COLLECTION AND INDIGENT POLICY DISCUSSION DOCUMENT (6/4B) (CEMFM) (P19 : ANNEXURES P19 – 35)**

**IT WAS RESOLVED (24 FEBRUARY 2004)**

- [CEMFM]
1. That the draft Credit Control, Debt Collection and Indigent Policy document **BE REFERRED** to the Legal Section for perusal.
  2. That the credit control, debt collection and indigent policy discussion document **BE ACCEPTED** as a draft policy and be advertised for public comment.
  3. That in case no objections are received from the public, the Office of the Speaker **CONTINUES** with the promulgation of the policy.
  4. That in future Portfolio Committees **SHOULD ARRANGE** information sessions with the community on all draft policy documents.

A6/2004

**MATJHABENG MUNICIPALITY: STRATEGIC PLAN (3/1/B) (MM) (P21 : ANNEXURES P36 – 41(i))**

**IT WAS RESOLVED (24 FEBRUARY 2004)**

- [MM]
- That Councillors be given the opportunity to make inputs on the Strategic Plan and the final report **BE SUBMITTED** with the Budget at the next ordinary Council meeting to be held on 30 March 2004.

A7/2004

**PROPOSED UPDATE TO MATJHABENG MUNICIPALITY'S COMPUTER USER POLICY (2/4) (MICT) (P22 : ANNEXURES P42 – 47)**

**IT WAS RESOLVED (24 FEBRUARY 2004)**

- [MICT]
1. That the updated Computer User Policy **BE ACCEPTED** as a draft policy.
  2. That the draft Computer User Policy **BE CIRCULATED** to all users for comments.
  3. That the draft Computer User Policy **BE TABLED** before Council at the next meeting to be held on 30 March 2004.

A8/2004

**RESTRUCTURING OF ELECTRICITY TARIFFS (6/1/1/1) – (MBC) (P24 : ANNEXURES P48 – 63)**

After a lengthy debate the matter was put to the vote:

**12** Councillors voted that the tariff restructuring not be accepted.

**41** Councillors voted that the tariff restructuring be accepted.

**IT WAS RESOLVED (24 FEBRUARY 2004)**

[MBC]

1. That the following tariffs **BE APPROVED**.

<b>PROPOSED TARIFFS</b>		<i><b>1 Jan 2004 implementation</b></i>		
				<b>Excl VAT</b>
	<b>SUPPLY</b>	<b>BASIC</b>	<b>MAXIMUM</b>	<b>ENERGY</b>
<b>SEGMENT</b>	<b>POSITION</b>	<b>CHARGE</b>	<b>DEMAND</b>	<b>CHARGE</b>
		<b>R/C/M</b>	<b>R/KVA/M</b>	<b>c/KWH</b>
Large customers	MV - kVA	529.23	55.21	12.23
Large customers	LV - kVA	264.62	58.84	13.04
General 3 phase	400V	124.88	-	35.47
General 1 phase	240V	93.66	-	35.47
Residential 3 PH	400V	67.05	-	33.06
Residential 1 PH	240V	50.56	-	33.06
Res Load control 1 ph	240V	45.51	-	29.75
Res Load control 3 ph	240V	60.34	-	29.75
Res. Life line	240V	-	-	38.72
Per Streetlight	240V	14.49	-	26.62
Per High mast	240V	101.42	-	26.62
Time Of Use – MV		1,058.47	27.24	-
	Energy	Peak	Standard	Off-peak
	High demand	58.12	21.00	14.88
	Low demand	21.93	16.53	13.93
Time Of Use – LV		529.23	29.03	-
	Energy	Peak	Standard	Off-peak
	High demand	61.95	22.39	15.86
	Low demand	23.38	17.62	14.85

<b>PROPOSED TARIFFS</b>		<i><b>1 Jan 2004 implementation</b></i>		
				<b>Excl VAT</b>
	<b>SUPPLY</b>	<b>BASIC</b>	<b>MAXIMUM</b>	<b>ENERGY</b>
<b>SEGMENT</b>	<b>POSITION</b>	<b>CHARGE</b>	<b>DEMAND</b>	<b>CHARGE</b>
		<b>R/C/M</b>	<b>R/KVA/M</b>	<b>c/KWH</b>
Large customers	MV - kVA	529.23	55.21	12.23
Large customers	LV - kVA	264.62	58.84	13.04
Time Of Use – MV		1,058.47	27.24	
	Energy	Peak	Standard	Off-peak
	High demand	58.12	21.00	14.88

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	Low demand	21.93	16.53	13.93
Time Of Use – LV		529.23	29.03	
	Energy	Peak	Standard	Off-peak
	High demand	61.95	22.39	15.86
	Low demand	23.38	17.62	14.85

2. That the tariffs **BE IMPLEMENTED** as from 01 January 2004.
3. That all future electricity tariff **INCREASES** be implemented on 01 January of each year.
4. That a letter of approval of the tariffs from the National Electricity Regulator **BE SUBMITTED** to the Executive Mayor.

### **A9/2004**

**THE CONSOLIDATED MUNICIPAL INFRASTRUCTURE PROGRAM (CMIP) :  
CAPACITY BUILDING PROJECTS FOR 2003/2004 (3/3/22) (EMHR) (P28 :  
ANNEXURES P64 – 70)**

**IT WAS RESOLVED (24 FEBRUARY 2004)**

[EMHR]

1. That Council **APPROVES** the CMIP Capacity Building Action Plan for 2003/2004 and it be submitted to the Department of Local Government and Housing (Free State Province).
2. That the Departments of Human Resources, Engineering Services, Health Services and Public Safety & Transport **INTERACT** with the Executive Mayor to ensure the implementation of the CMIP Capacity Building Action Plan for 2003/2004.

### **A10/2004**

**DRAFT STANDING WORKING PROCEDURE (SWP) FOR THE INTERIM  
ACCESS CONTROL AND KEY CONTROL MEASURES WITHIN  
MATJHABENG LOCAL MUNICIPALITY (20/2/2/1) (PS&T) (P29 :  
ANNEXURES P71 – 85)**

**IT WAS RESOLVED (24 FEBRUARY 2004)**

[EMPST]

1. That the draft Standing Working Procedure for the interim access control and key control measures **BE ACCEPTED** as a draft policy.
2. That the draft Standing Working Procedure (SWP) **BE CIRCULATED** to all departments for inputs.
3. That the draft Standing Working Procedure (SWP) **BE SUBMITTED** at the next Council meeting to be held on 30 March 2004 for discussion and adoption.

**A11/2004**

**MATJHABENG LOCAL MUNICIPALITY PROCUREMENT POLICY (11/1/B)  
(OFFICE OF THE EXECUTIVE MAYOR) (P32 : ANNEXURES – Separate Cover)**

**IT WAS RESOLVED (24 FEBRUARY 2004)**

[Executive  
Mayor]

1. That the draft *Policy on Procurement* as submitted **BE ACCEPTED** as a draft policy.
2. That the matter **BE REFERRED** to all Councillors and Portfolio Committees for their inputs.
3. That the policy **BE ADOPTED** at the next Council meeting to be held on 30 March 2004.

**A12/2004**

**PROPOSED INFORMATION COMMUNICATION TECHNOLOGY DISASTER  
MANAGEMENT AND BUSINESS RESUMPTION POLICY (2/4) (MICT) (P34  
: ANNEXURES P86 – 90)**

**IT WAS RESOLVED (24 FEBRUARY 2004)**

[MICT]

1. That the proposed policy **BE ACCEPTED** as a draft and **BE CIRCULATED** for inputs and interrogation.
2. That the draft policy on Information Communication Technology Disaster Management and Business Resumption **BE TABLED** at the next Council meeting to be held on 30 March 2004 for **ADOPTION**.

**A13/2004**

**MATJHABENG MUNICIPALITY : MANUAL IN TERMS OF SECTION 14 OF  
THE PROMOTION OF ACCESS TO INFORMATION ACT, 2000 (ACT NO 2 OF  
2000) (2/3/4) (CS) (MCA) (P35 : ANNEXURES – Separate Cover)**

**IT WAS RESOLVED (24 FEBRUARY 2004)**

[MCA]

1. That Council **APPROVES** the manual as required in terms of Section 14 of the Promotion of Access to Information Act, 2000 (Act No 2 of 2000).
2. That the manual **BE TRANSLATED** into all the official languages as adopted in the Language Policy of Matjhabeng.

# 10

3. That the manual **BE DISTRIBUTED** as required in terms of Regulation 187 of the Act on the Promotion of Access to Information Act, 2000 (Act No 20 of 2000) to the following:
  - (a) South African Human Rights Commission.
  - (b) That legal advice be sought before the manual is published in the Government Gazette.
  - (c) All offices of Council.
  - (d) Places of Legal Deposit.
  - (e) Be placed on the Council's website.
4. That Corporate Services (Customer Care) **IMMEDIATELY MAKE** a concise simplified version for the Community and for Councillors to make it easier to understand.
5. That the ICT department should work closely with Corporate Services on the access to information on the computer system.

## **A14/2004**

### **DISCLOSURE OF INTEREST: COUNCILLOR PP MOHLOLI (3/1/1) (MCA) (P42 : ANNEXURES P91)**

#### **IT WAS RESOLVED (24 FEBRUARY 2004)**

[MCA] That the disclosure of interest of Councillor PP Mohloli in terms of Section 7(1) of Schedule 1 of the Code of Conduct for Councillors of the Local Government Municipal Systems Act 32 of 2000 **BE NOTED**.

## **A15/2004**

### **DISCLOSURE OF INTEREST: COUNCILLOR SJ LIPHOKO (3/1/1) (MCA) (P43 : ANNEXURES P92)**

#### **IT WAS RESOLVED (24 FEBRUARY 2004)**

[MCA] That the disclosure of interest of Councillor SJ Liphoko in terms of Section 7(1) of Schedule 1 of the Code of Conduct for Councillors of the Local Government Municipal Systems Act 32 of 2000 **BE NOTED**.

## **A16/2004**

### **MONTHLY REPORT – DECEMBER 2003 (6/12/2/1) (CFO) (P44 : ANNEXURES P93 – 95)**

#### **IT WAS RESOLVED (24 FEBRUARY 2004)**

[CEMFM] 1. That the contents of the item **BE NOTED**.

2. That the matter **BE REFERRED** to the next Council meeting to be held on 30 March 2004.

## **A17/2004**

### **MONTHLY REPORT – JANUARY 2004 (6/12/2/1) (CFO) (P46 : ANNEXURES P96 – 100)**

#### **IT WAS RESOLVED (24 FEBRUARY 2004)**

- [CEMFM]
1. That the contents of the item **BE NOTED**.
  2. That the matter **BE REFERRED** to the next Council meeting to be held on 30 March 2004.

## **A18/2004**

### **REPORT ON DECISIONS TAKEN UNDER DELEGATED POWERS (3/1/2) (MM) (EXECUTIVE MAYOR'S REPORT PAGE 1 – 21)**

#### **COUNCIL RESOLVED (24 FEBRUARY 2004)**

- [MCA]
1. That the resolutions taken by the Executive Mayor under delegated powers, as they appear on the Annexures marked **Executive Mayor's Report**, i.e. MC257/2003 to MC259/2003, MC261/2003 to MC262/2003, MC264/2003 to MC269/2003, MC271/2003 to MC272/2003, MC273/2003 to MC286/2003, MC288/2003 to MC300/2003, MC302/2003 to MC309/2003, MC1/2004, MC4/2004, MC7/2004 to MC10/2004, MC13/2004 to MC14/2004 and MC16/2004, **BE CONFIRMED**.
  2. That in future all information on decisions taken under delegated powers of the Executive Mayor **BE INCLUDED** in the report.

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