

ENDUMENI MUNICIPALITY

MINUTES of SPECIAL MEETING of the ENDUMENI TOWN COUNCIL held in the COUNCIL CHAMBER, CIVIC CENTRE, 64 VICTORIA STREET, DUNDEE on FRIDAY, 13 MAY 2011 at 14h15

PRESENT:

Councillors:

Cllr T B Mkhize	(Speaker - Chairman)
Cllr Ms W N Mbatha	Mayor
Cllr A M Raubenheimer	Deputy Mayor
Cllr P M Bisram	
Cllr A M Mthembu	
Cllr S E Ndim	
Cllr Ms P J B Ngobese	
Cllr Ms R T Nukani	
Cllr D Singh	
Cllr Ms J A Tshabalala	

In Attendance:

Mr P G Mabilisa	Acting Municipal Manager
Mr S Perumall	Executive Manager Corporate Services
Mr J B Maltman	Executive Manager Technical Services
Mr I Grisdale	Chief Financial Officer
Mr C J Carelse	Acting Manager Technical Services
Mr A J van Wyk	Senior Manager: Corporate Services
Mr C J Retief	Senior Manager: Legal & Estates



C 01/05/2011

Opening

As Cllr Ms R T Nukani opened the Special Exco Meeting with prayer prior to this meeting, the meeting was declared open.



C 02/05/2011

Applications for Leave of Absence

RESOLVED

THAT the apology received from Cllr E M Adam be noted.



C 03/05/2011

**Official Announcements by Speaker/Chairperson
/Municipal Manager**

The Speaker welcomed Cllr D Singh to the meeting and advised that he was grateful that his health had improved.



C 04/05/2011

Confirmation of Minutes

Nil



C 05/05/2011

Questions Of Which Notice Has Been Given

Cllr P M Bisram seconded by Cllr Ms R T Nukani proposed that the meeting go into committee.

Cllr P M Bisram requested that the Minutes of 5 May 2011 be amplified to make provision for the acting allowances to be paid to Messrs J B Maltman, C J Carelse and Mis B A Mbatha from the date they commenced acting in their seniors' positions.

He further suggested that item 4.1 be amplified to make provision for the 50% mentioned in the item to be made applicable to cost to employer package and not salary as mentioned in the item.

The Chief Financial Officer suggested that the Council rather consider paying a 35% of the cost to employer package of the post in which the official is acting in.

The Deputy Mayor advised that as the item was not presented on the agenda, that he was of the opinion that the presentation of the minutes were not in compliance with Section 32 of the Standing Rules of Orders.

RESOLVED

THAT the Minutes of the Special Meeting dated 5 May 2011 be approved subject to the following amendments:

1. By substituting item 4.1 by substituting clause 5.1 of the Agreement with the following:

“5.1 The Acting Employee will be paid an acting allowance calculated on 35% of the cost to employer package of the official in whose place he/she is acting.:
2. By the addition of the following items to the Minutes:

“7. Messrs J B Maltman, C J Carelse and Ms B A Mbatha be paid acting allowances as per item 4.1 above retrospective from the date on which they acted in their respective capacities.”
3. All previous resolutions pertaining to the determination of acting allowances be rescinded.



C 06/05/2011

Reports Of The Executive Committee To The Council

Nil



C 07/05/2011

Petitions

Nil



C 08/05/2011

Motions

Nil



C 09/05/2011

Presentation



Part C
MATTERS REFERRED
TO COUNCIL
FOR CONSIDERATION

C 01/13/05/11

ADOPTION OF THE 2011/12 IDP

(P3/17)

RESOLVED

THAT

1. Council notes the 2011/12 IDP review;
2. The Endumeni Municipality adopts the 2011/12 IDP review in terms of Section 5 of the Municipal Systems Act 2000 the Draft review of the Endumeni Integrated Development Plan for the fiscal year 2011/2012 and following plans that form part of the IDP or alternatively sector Plans:
 - 2.1 Executive Summary & IDP Report
 - 2.2 Objective & Strategies
 - 2.3 IDP Project Table
 - 2.4 Service Delivery & Budget Implementation Plan
 - 2.5 Turnaround Strategy
 - 2.6 Strategies to Implement Endumeni Turnaround Strategy
 - 2.7 Roles and Responsibilities of Key Role-players as defined in the Implementation of a 2.8 Turnaround Strategy
 - 2.8 Financial Plan
 - 2.9 Capital Investment Plan
 - 2.10 Performance Management System
 - 2.11 Spatial Development Framework Sector Plan
 - 2.12 Maps
 - 2.13 Institutional Plan
 - 2.14 Organograms
 - 2.15 Work Skills Plan
 - 2.16 Human Resource Strategy
 - 2.17 Employment Equity
 - 2.18 Gender & Poverty Reduction Plan
 - 2.19 Transport Sector Plan
 - 2.20 Housing Plan
 - 2.21 Local Economic Development Plan
 - 2.22 Agricultural Resources Plan
 - 2.23 Integrated Waste Management Sector Plan
 - 2.24 Safety Sector Plan

3.1 That, in terms of section 8 of the Municipal Property Rates Act No 6 of 2004, a new category of property known as “*RBB - Residentially Based Business*” be inserted into Appendix 1 of the Council’s Rates Policy;

3.2 That, under the definitions in the Council’s Rates Policy, the following definition of a “Residentially Based Business” be inserted:

“any business or commercial activities conducted from a residential property, including but not limited to bed-and-breakfast establishments, offices, boarding houses, lodges, crèches”

3.3 That clause 11.1 of the Rates Policy be amended to the effect that the category of property described as “Agricultural” in the fourth row of the table, be afforded a 60% (sixty percent) rebate on rates in terms of the special provisions applicable to agricultural properties as per clause 11.4 of the Policy;

3.4 That the table of income brackets, in clause 11.3.9 of the Rates Policy, be amended by the substitution thereof with the following:

INCOME BRACKET	PERCENTAGE REBATE
R0 – R3 500 per month	25%
R3 500 – R4 000 per month	20%
R4 000 – R4 500 per month	15%

4. The amendments to the additional rebates on rates for categories of owners of properties, who have the aggregate monthly household income as reflected in paragraph 3.4 above, be advertised in the local press for additional applications to be made by qualifying property owners on or before 30 June 2011.



RESOLVED**THAT**

1. The budget of revenue and operational expenditure and the budget of capital expenditure for the 2011/2012 financial year be approved in accordance with Section 24 of the Municipal Finance Management Act (No. 56 of 2003), Section 105(i) of the Local Authorities Ordinance 1974 (No. 25 of 1974) and Section 160(3) of the Constitution.

	Expenditure	Revenue
Municipal Manager	17 716 672	24 128 689
Corporate Services	24 886 176	4 790 008
Finance	16 160 260	54 540 099
Technical Services	<u>113 239 211</u>	<u>110 572 551</u>
	R172 002 319	194 031 347

Capital budget as per section: Capital Expenditure 2011/2012.

2. It be noted that the inputs obtained from meetings with the various wards and the Farmers associations were tabled and discussed at a budget workshop on 5 May 2011 and that no further comment was received from the community.
3. In terms of Section 14 of the Municipal Property Rates Act the rates for the financial year 2011/2012 be approved as follows:

CATEGORY DESCRIPTION	RANDAGE
Agriculture properties used for agricultural purposes	0.37c/R
Agricultural properties used for other business and commercial purposes	3.88c/R
Smallholding used for agricultural/residential purposes	1.27c/R
Smallholdings used for business / commercial / industrial purposes	3.88c/R
Business & Commercial properties (with residential usage)	3.88c/R
Business and Commercial properties	3.88c/R
Industrial properties	3.89c/R
Informal settlements	-
Industrial properties (with residential usage)	3.89c/R
Land reform properties	-
Mining Properties	3.88c/R

Municipal Properties	-
Public Benefits Organization Properties	0.37c/R
Public Service Infrastructure	0.37c/R
Privately owned town serviced by the owner	-
Residential Properties	1.45c/R
Residentially based business	1.60c/R
Schools (Private and State)	4.40c/R
State owned properties	4.40c/R
Vacant land (other than residential)	8.91c/R
Vacant land zoned residential	8.91c/R
Public Worship	-
Worship Residential	-

4. All rebates, reductions and exemptions be approved as stipulated in the Rates Policy as approved by Council

The above rebates are conditional and will be forfeited if the rates are not paid within sixty days of date of issue of account

5. In accordance with Section 167 of the Local Authorities Ordinance No. 25 of 1974 the rate accruing as in recommendation 2 shall be payable in twelve monthly instalments within 30 days of date of issue of account, unless arranged otherwise with Council.
6. Council approve a 10% discount on all rates accounts for 2011/2012 financial year paid in full by end of business on 15 August 2011, subject thereto that rates, penalties and interest on rates for prior years are also paid in full.
7. The tariffs as reflected in the tariffs of charges be approved and advertised to be effective from 1 July 2011. Tariffs for electricity and refuse removal will be effective from the first account rendered after 1 July 2011.
8. The 2011/2012 estimates of revenue and expenditure as well as the capital budget be submitted to National and Provincial Treasury.
7. Notices as required in terms of the Municipal Systems Act, Municipal Finance Management Act and the Local Authorities Ordinance of 1974 be placed in the Northern Natal Courier.



C 04/13/05/11

**DEMOTION, PROMOTION & TRANSFER POLICY
AND EMPLOYEE PERFORMANCE APPRAISAL
SYSTEM** (P3/16)

RESOLVED

THAT

1. The Council approve and adopt the Demotion, Promotion & Transfer Policy, which is attached to the Agenda;
2. The Council approve and adopt the Employee Performance Appraisal System for Endumeni Municipality which is attached to the Agenda.



C 05/13/05/11

**ENDUMENI MUNICIPAL STAFF ORGANOGRAM:
ADDITION OF POSTS** (P3/16)

RESOLVED

THAT provision be made on Task Scale 17 for a post of Disaster Manager currently filled by Mr B H Zulu as from 1 May 2011 as well as a new post of Manager Support Services to be filled by staff member Ms B A Mbatha on the same task scale 17 as from 9 May 2011 and that the Council's organogram be amended to reflect the above posts on the Municipal Manager's organogram as attached to the Minutes.



There being no further matters for consideration, the Chairperson declared the meeting closed at **14h30**

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CHAIRPERSON

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DATE