

ENDUMENI MUNICIPALITY

MINUTES of a SPECIAL EXCO MEETING held in the COUNCIL CHAMBER,
CIVIC CENTRE, 64 VICTORIA STREET, DUNDEE on MONDAY, 21
FEBRUARY 2011 at 10h00

PRESENT:

Executive Committee:

Cllr Ms W N Mbatha	Mayor - Chairperson
Cllr A M Raubenheimer	Deputy Mayor
Cllr Ms R T Nukani	

Councillors:

Cllr E M Adam
Cllr P M Bisram
Cllr T B Mkhize
Cllr S E Ndimba
Cllr Ms P J B Ngobese
Cllr Ms D P Nkosi
Cllr Ms J A Tshabalala
Cllr. D Singh

In Attendance:

Mr J B Maltman	Acting Municipal Manager
Mr S Perumall	Executive Manager Corporate Services
Mr G Esterhuizen	Senior Financial Officer
Mr C J Carelse	Acting Manager Technical Services
Mr C J Retief	Senior Manager Legal & Estates
Cllr P G Mabilisa	Communications Manager

Also Present:

Mr N Rajkumar	Chairperson: Audit Committee
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1. **Opening**

Cllr A M Raubenheimer opened the Meeting with prayer



2. **Applications for Leave of Absence**

RESOLVED

THAT the apology received from Cllr A M Mthembu be noted.



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

The Mayor informed the meeting that increased Councillor allowances were approved by the MEC.

She also stated that complaints were received from Sibongile community members that they did not receive their accounts and requested an investigation in this regard.



4. **Minutes of Previous Minutes**

Nil



5. **Questions Of Which Notice Has Been Given**

Nil



6. **Reports Of The Executive Committee To The Council**

Nil



7. **Petitions**

Nil



8. **Motions**

Nil



9. **Presentation**

Nil



5. Report on Implementation of Caseware Software Leading to the Production of Draft Financial Statements

The attached report from the Chief Financial Officer be noted.

6. Verification of Assets

The attached report from the Chief Financial Officer be noted.

7. Communication of Code of Conduct to All Employees

It be noted that all employees have since received a Code of Conduct according to the Executive Manager Corporate Services.

8. Copy of Updated Gift Register

The copy of the updated Gift Register compiled in terms of the Supply Chain Management Regulations as submitted per annexure, be noted.

9. Copy of Supply Chain Management Reports to Mayor and Exco for Oversight Purposes

It be noted that Supply Chain Management reports were presented to Council in January 2011.02.28

10. MFMA Returns

The attached report from the Chief Financial Officer regarding the appointment of Interns, be noted.

11. Report on the Following Policies:

(a) *Monitoring and Evaluation of Performance of Ordinary Employees;*

(b) *Promotion and Demotion of Employees;*

(c) *Transfer of Employees*

The reports from the Executive Manager Corporate Services as attached to the agenda be noted and the Policies be presented at the Labour Forum before them being submitted to Council for consideration.

12. System to control and Account for Traffic Fines

It be noted that Mr C C Wait from the Finance Department and Mr J J F Coetzee from the Traffic Department will gather the data from the Court pertaining payment allocations of fines paid and that this matter has been dealt with.

13. Financial Plan: MFMA

The attached report submitted by the Chief Financial Officer, be noted.

14. Servitudes – GRAP Compliance

The attached report in the agenda from the Chief Estates Officer, Mr N C J Bezuidenhoudt, that there are no servitudes within the area of jurisdiction of the Endumeni Municipality that can be classified as intangible assets in terms of GRAP 102, be noted.



C 02/21/02/11

APPLICATION FOR FOUR VACANT MUNICIPAL OWNED SITES IN SITHEMBILE – MADAM MAYOR AND COUNCILLOR E NDIMA (L1/7)

RESOLVED TO RECOMMEND

THAT

1. It being noted that the Council has, at a meeting held on 28 October 2010, declared its intent to make available Erven 1122, 1123, 1133, 1136 and 1137, Sithembile for the purposes of constructing houses for poor and destitute families;
2. It being noted that the aforementioned erven have, upon physical inspection thereof, proved to be unsuitable for building purposes because of the rocky terrain;
3. It be noted that other suitable erven, being Erven 1349, 1350, 1351 and 1352, Sithembile have now been identified as being the most appropriate properties for this purpose;
4. It also being noted that the Council has, at a meeting held on 25 October 2010 considered an application from a Mr Hadebe who wanted to use these properties, which had formed part of the old Sithembile block yard, for block making purposes;

C 05/21/02/11



PERFORMANCE EVALUATION: SECTION 57
EMPLOYEES (Confidential: Performance Bonus)

RESOLVED TO RECOMMEND

THAT the performance Evaluation Report of the evaluation panel appointed by Council for the 2009/2010 fiscal year to conduct performance evaluations of Section 57 Managers on 25 February 2011 be tabled for the consideration of the Endumeni Executive Committee.



There being no further matters for consideration, the Chairperson declared the meeting closed at **11h15**

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CHAIRPERSON

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DATE