

EXCO MINUTES: 19 SEPTEMBER 2008

UMZINYATHI DISTRICT MUNICIPALITY  
UMZINYATHI UMASIPALA WESIFUNDA

MINUTES OF THE ORDINARY MEETING OF THE EXECUTIVE COMMITTEE  
HELD IN THE EXCO BOARDROOM, UMZINYATHI DISTRICT MUNICIPALITY,  
PRINCESS MAGOGO BUILDING, 39 VICTORIA STREET, DUNDEE ON  
WEDNESDAY 19 SEPTEMBER 2008 AT 10H00.

=====

**PRESENT**

**PRESENT**

<b>Councillor</b>	MS Yengwa	-	Mayor
	FS Mkhize	-	Member
	B Brown	-	Member
	SR Nyamane	-	Ex Officio

**STAFF**

<b>Messrs</b>	SN Dubazana	-	Acting Municipal Manager
	TR Malunga	-	Executive Manager Technical Services
	E Bonga	-	Executive Manager Planning and Social Development
	SMB Buthelezi	-	Executive Manager Corporate Services
	SC Mkhwanazi	-	Admin Officer
	NV Ngobese	-	Committee Clerk

**1. NOTICE CONVENING THE MEETING**

READ

// The meeting convened at 10h00//

**2. OPENING OF THE MEETING**

Councillor SR Nyamane offered a prayer

**3. APPLICATION FOR LEAVE OF ABSENCE**

Applications for leave of absence were received from Councillor AM Shaikh and Cllr FS Mkhize who reported that he would be joining the meeting at a later stage.

The Consulting Chief Financial Officer who was off sick.

RESOLVED

That the leave of absence be granted to Councillor AM Shaikh and the Consulting Chief Financial Officer.

Cllr FS Mkhize joined the meeting at 11H00.

**4. STATEMENTS AND COMMUNICATION BY HIS WORSHIP THE MAYOR**

His Worship the Mayor, Councillor MS Yengwa welcomed members and officials in attendance.

His Worship further informed the meeting about the appointment of Mr SN Dubazana as the new Municipal Manager of UMzinyathi District Municipality.

He then requested Management to co operate with the Municipal Manager in ensuring that the organisation achieved its objectives.

Mr Bonga also expressed his appreciation for the appointment of Mr Dubazana and mentioned that it was good for the sake of continuity.

The Mayor also informed the meeting about a correspondence received from Province inviting Councillors to attend the Imbizo to be held at Nondweni. He then requested that transport be provided for Councillors who wished to attend the event.

Mr Dubazana the newly appointed Municipal Manager thanked the Executive Committee and Council for showing their trust in him. He mentioned that there were challenges that lay ahead and requested that Management should support him in overcoming challenges and also mentioned that the foundation has been laid for the organisation.

## **5. DEPUTATIONS**

### **5.1 GRANT THORNTON**

Miss Mbali Mazibuko from Grant Thornton made a presentation on the UMzinyathi District Municipality Tourism Development Strategy.

#### **NOTED**

*His Worship, the Mayor however expressed his concern regarding the battles mentioned in the presentation. He requested Ms M Mazibuko to do a thorough investigation on the dates of the Battles.*

## **6. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

6.1 Minutes of the Ordinary Meeting of the Executive Committee held on 13 August 2008.

#### **RESOLVED**

That the minutes of the Ordinary Meeting of the Executive Committee held on 13 August 2008 be confirmed.

## **A. ITEMS SUBMITTED TO EXCO FOR CONSIDERATION**

### **ITEM A1**

**EC 1/09/2008**

**REPORT ON BUDGET STATEMENTS: AUGUST 2008**

DEPARTMENT: FINANCE

### **ITEM A1 OF 19/09/2008**

#### **RESOLVED**

1. That the contents of the report on budget statements for the month ended August 2008 be noted.

**ITEM A2**

**EC 2/09/2008**

**ELECTION OF THE REPRESENTATIVES TO THE GENERAL COMMITTEE**

DEPARTMENT: CORPORATE SERVICES

**ITEM A2 OF 19/09/2008**

**RESOLVED**

1. That Cllr FS Mkhize be appointed to represent UMzinyathi District Municipality in accordance with provisions of the Rules for the Management and Administration of the Natal Joint Municipal Pension/Provident Funds.
2. That Cllr SR Nyamane will be the alternate Councillor.

**ITEM A3**

**EC 3/09/2008**

**JOB EVALUATION IMPLEMENTATION GUIDELINES**

DEPARTMENT: CORPORATE SERVICES

**ITEM A3 OF 19/09/2008**

**RESOLVED**

1. That the draft guideline document be signed and returned to SALGA office as soon as possible, and that Exco does not have any comments at this stage.

**ITEM A4**

**EC4/09/2008**

**INVITATION TO PARTICIPATE IN THE 2008 VUNA AWARDS**

DEPARTMENT: PLANNING AND SOCIAL DEVELOPMENT

**ITEM A4 OF 19/09/2008**

**RESOLVED**

1. That the Executive Committee notes the invitation to participate in the 2008 Vuna awards;
2. That Exco approves the participation of uMzinyathi District Municipality in the 2008 Vuna awards; and
3. That Exco further resolves that the necessary documentation be signed by the Municipal Manager and in his absence, the nominated official to sign and take the delegated responsibility.

**ITEM A5**

**EC 5/09/2008**

**DEPARTMENTAL EVALUATION OF THE UMZINYATHI DISTRICT MUNICIPALITY 2009/10 IDP, BUDGET AND PMS PROCESS PLAN**

DEPARTMENT: PLANNING AND SOCIAL DEVELOPMENT

**ITEMA5 OF19/09/2008 RESOLVED**

1. That ExCo takes note of the process plan evaluation letter from the Department of Local Government and Traditional Affairs.

**ITEM A6**

**EC 6/09/2008**

**PROPOSED UMZINYATHI DISTRICT SALGA PREPARATIONS 2008**

DEPARTMENT: PLANNING AND SOCIAL DEVELOPMENT

**ITEM A6 OF 19/09/2008 RESOLVED**

1. That item be deferred to next meeting for proper preparation of this item.

**ITEM A7**

**EC 7/09/2008**

**CONDONEMENT OF THE APPOINTMENT MR V. MDLETSHE AS ACTING MANAGER CORPORATE SERVICES AND THE PAYMENT ACTING ALLOWANCE**

DEPARTMENT: FINANCE

**ITEM A7 OF 19/09/2008 RESOLVED**

1. That the appointment of Mr. V Mdletshe as Acting Corporate Services Manager and payment of the Acting allowance be condoned.

**ITEM A8**

**EC 8/09/2008**

**ACCEPTANCE OF SUBSIDY OF R125 000.00 FROM KZN DEPARTMENTAL OF HEALTH**

DEPARTMENT: PLANNING AND SOCIAL DEVELOPMENT

**ITEM A8 OF 19/09/2008 RESOLVED**

1. That Exco approves the acceptance of the R125 000.00 subsidy provided by the KZN Department of Health.

2. That the expenditure of the subsidy be in accordance with the approved Business plan.
3. That the Municipal Manager or his delegated representative be authorized to sign any documentation regarding this subsidy.

**ITEM A9**

**EC 9/09/2008**

**MEDIA MANAGEMENT TRAINING**

DEPARTMENT: CORPORATE SERVICES

**ITEM A9 OF 19/09/2008**

**RESOLVED**

1. That the Executive Committee approves that Cllr AM Mtshali be assisted in enrolling for Media Management Training Programme hosted by Africa Government Transformation.
2. That other Councillors be assisted to attend a similar programme conducted by accredited Institution rendering service to Kwanaloga
3. That the Speaker identifies and submits names of Councillors who should attend such a programme.
4. That the HR Manager or Skills Development Facilitator identifies officials who may be interested in the programme.

**ITEM A10**

**EC 10/09/2008**

**DISTRICT DISASTER RISK MANAGEMENT WORKSHOP**

DEPARTMENT: PLANNING AND SOCIAL DEVELOPMENT

**ITEM A10 OF 19/09/2008**

**RESOLVED**

1. That Exco approves the proposed workshop to be held during October 2008.
2. That the workshop be financed through the R50 000.00 grant funding provided by the Department of Local Government and Traditional Affairs.

**ITEM A11**

**EC 11/09/2008**

**SOYA BEAN PROGRAMME**

DEPARTMENT: PLANNING AND SOCIAL DEVELOPMENT

**ITEM A11 OF 19/09/2008**

**RESOLVED**

1. That ExCo support this pilot project for the benefit of improving people's lives by creating job opportunities.
2. That an amount of R108 000.00 be approved as the District's current years support to Soya Bean Programme by procuring of diesel.
3. The above amount be derived from **vote No. 1602/2080/0000** (promotion of Tourism and LED activities) where an amount of R 898 000.00 has been provided in the budget.

**ITEM A12**

**EC 12/09/2008**

**DRAFT SCHEDULE OF ORDINARY MEETINGS OF THE MUNICIPAL SERVICES COMMITTEE**

DEPARTMENT: TECHNICAL SERVICES

**ITEM A12 OF 19/09/2008                      RESOLVED**

1. That the attached Draft Schedule of the Municipal Services Committee meetings for 2008/2009 financial year be noted.

**ITEM A13**

**EC 13/09/2008**

**ESTABLISHMENT OF DISTRICT TECHNICAL FORUM**

DEPARTMENT: TECHNICAL SERVICES

**ITEM A13 OF 19/09/2008                      RESOLVED**

1. That the first meeting for the Forums be held on 15 October 2008 at this office.
2. That the concept be supported and that the forums be officially launched on the above date.
3. That the establishment of Energy and Technical forums be ratified.

**ITEM A14**

**EC 14/09/2008**

**PROGRESS REPORT AND REVIEW OF CONTRACT OF THE CHIEF FINANCIAL OFFICER**

OFFICE OF MUNICIPAL MANAGER

**ITEM A14 OF 19/09/2008                      RESOLVED**

1. That ExCo notes the progress report submitted by Guarantee Trust Zululand.
2. That ExCo approves extension of the contract of the Consulting Chief Financial Officer from 01 September 2008 to 30 August 2009.
3. That the fees of R 705 600.00 per annum excluding VAT and subsistence and travelling allowances be approved.

## **B. ITEMS SUBMITTED TO EXCO FOR INFORMATION**

### **ITEM B1**

**EC 15/09/2008**

**LETTER OF APPRECIATION: TALANA MUSEUM, BATTLEFIELDS & HERITAGE PARK**

DEPARTMENT: CORPORATE SERVICES

**ITEM B1 OF 19/09/2008                      RESOLVED**

1. That the contents of the report be noted.

### **ITEM B2**

**EC 16/09/2008**

**VELD FIRES / INCIDENT: UMZINYATHI DISTRICT MUNICIPALITY**

DEPARTMENT: PLANNING AND SOCIAL DEVELOPMENT

**ITEM B2 OF 19/09/2008                      RESOLVED**

1. That the contents of the report be noted.

### **ITEM B3**

**EC 17/09/2008**

**MONTHLY REPORT: RURAL METRO FIRE BRIGADE SERVICE:**

DEPARTMENT: PLANNING AND SOCIAL DEVELOPMENT

**ITEM B3 OF 19/09/2008                      RESOLVED**

1. That the contents of the report be noted.



**ITEM B4**  
**EC 18/09/2008**  
**MAYORAL PROJECTS AUDIT**  
DEPARTMENT: PLANNING AND SOCIAL DEVELOPMENT

**ITEM B4 OF 19/09/2008**                      **RESOLVED**

1. That the contents of the report be noted.

**ITEM B5**  
**EC 19/09/2008**  
**LETTER OF APPRECIATION**  
DEPARTMENT: CORPORATE SERVICES

**ITEM B5 OF 19/09/2008**                      **RESOLVED**

1. That the contents of the report be noted.

**ITEM B6**  
**EC 20/09/2008**  
**REPORT ON THE PURCHASE OF SPIRITS AT CHARLIES SPAR**  
DEPARTMENT: PLANNING AND SOCIAL DEVELOPMENT

**ITEM B6 OF 19/09/2008**                      **RESOLVED**

1. That the contents of the report be noted.

**ITEM B7**  
**EC 21/09/2008**  
**LETTER OF APPRECIATION: MINISTRY SPORTS AND RECREATION**  
DEPARTMENT: CORPORATE SERVICES

**ITEM B7 OF 19/09/2008**                      **RESOLVED**

1. That the contents of report be noted.

**ITEM B8**  
**EC 22/09/2008**  
**CANCELLATION OF ACCOMMODATION FOR SALGA GAMES 2008**  
DEPARTMENT: PLANNING AND SOCIAL DEVELOPMENT

**ITEM B8 OF 19/09/2008**

**RESOLVED**

1. That the item be discussed in committee.

**CLOSURE**

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**DATE**