

EXCO MINUTES: 16 OCTOBER 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
THURSDAY 16 OCTOBER 2008 AT 10H00.

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PRESENT

PRESENT

Councillor	MS Yengwa	-	Mayor
	TH Mchunu	-	Deputy Mayor
	FS Mkhize	-	Member
	B Brown	-	Member
	SR Nyamane	-	Ex Officio

STAFF

Messrs	SN Dubazana	-	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
	SC Zondi	-	Committee Clerk

1. NOTICE CONVENING THE MEETING

READ

// The meeting convened at 10h26//

2. OPENING OF THE MEETING

Councillor SR Nyamane offered a prayer

3. APPLICATION FOR LEAVE OF ABSENCE

Application for leave of absence was received from Councillor AM Shaikh

The Municipal Manager reported that Mr BB Mdletshe, Consulting Chief Financial Officer would be on leave for two weeks and that Mr S Myeza from Guarantee Trust Zululand Company would be a relief Consulting Chief Financial Officer during the interim period.

RESOLVED

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

4. STATEMENTS AND COMMUNICATION BY HIS WORSHIP THE MAYOR

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

His Worship expressed his appreciation towards the Management for ensuring that the council events were executed successfully. His Worship specifically mentioned the following events/projects that were successful:-

- Launch of the District Communicators Forum
- Sod Turning at Hemmensberg
- Disaster Management Awareness Campaign
- District Elimination Games

He further mentioned that the municipality was applauded by the Province for successfully filling up of most important posts within a short period of time.

His Worship emphasised the importance of the Management working as a team.

He lastly expressed his disappointment towards the majority of District Councillors who did not attend all of the above events.

5. DEPUTATIONS

5.1 Mr Richard (LED Strategies)

Mr Richard made a presentation on the UMzinyathi District Municipality Local Economic Development Strategy.

NOTED

5.2 Mr Jon Mcosh (Agricultural Strategies)

Mr Jon Mcosh made a presentation on the UMzinyathi District Municipality Agriculture Strategy.

NOTED

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

6.1 Minutes of the Ordinary Meeting of the Executive Committee held on 19 September 2008.

RESOLVED

That the minutes of the Ordinary Meeting of the Executive Committee held on 19 September 2008 be confirmed.

A. ITEMS SUBMITTED TO EXCO FOR CONSIDERATION

ITEM A1

EC 1/10/2008

CANCELLATION OF DISASTER RISK ASSESSMENT WORKSHOP AT MSINGA LOCAL MUNICIPALITY

DEPARTMENT: PLANNING AND SOCIAL DEVELOPMENT

ITEM A1 OF 16/10/2008

RESOLVED

1. That the Executive Committee should not consider another Community Risk Assessment workshop for Msinga Local Municipality as this would amount to unnecessary and fruitless expenditure.
2. That Councillor FS Mkhize be requested to present the concern of the District Executive Committee to the Msinga Council and to report back in the next Executive Committee meeting.

ITEM A2

EC 2/10/2008

PROPOSED GUIDELINES FOR THE USAGE OF THE MUNICIPAL TRACTOR

DEPARTMENT: PLANNING AND SOCIAL DEVELOPMENT

ITEM A2 OF 16/10/2008

RESOLVED

1. That the item be withdrawn.

ITEM A3

EC 3/10/2008

CLOSING OF OFFICES: DECEMBER 2008 YEAR END FUNCTION

DEPARTMENT: CORPORATE SERVICES

ITEM A3 OF 16/10/2008

RESOLVED

1. That the Executive Committee resolve to recommend to Council that uMzinyathi District Municipality offices be closed as from 19 December 2008 to 02 January 2009 inclusive.
2. That a year end function be held on the 11 December 2008 at Ingudlane Lodge.
3. That Ingudlane Lodge be appointed to arrange for catering of 100 people and the entertainment vote 1500/0520/0000 be utilised for the function.
4. That the logistics regarding menu be negotiated between the Executive Manager Corporate Services and Ingudlane Lodge.

ITEM A4

EC 4/10/2008

SCARCE SKILLS WORKSHOP: 21 OCTOBER 2008

DEPARTMENT: CORPORATE SERVICES

ITEM A4 OF 16/10/2008

RESOLVED

1. That the Executive Committee nominates the Chairperson of Human Resources Committee and two relevant Senior Officials to attend the scarce skills workshop to be held at Westville Civic Centre on 21 October 2008.

ITEM A5

EC 5/10/2008

PAUPER INDIGENT AND UNKNOWN PERSONS BURIAL POLICY

DEPARTMENT: PLANNING AND SOCIAL DEVELOPMENT

ITEMA5 OF19/09/2008 RESOLVED

1. That the item be withdrawn.

ITEM A6

EC 6/10/2008

PROPOSED LETTERHEAD – UMZINYATHI DISTRICT MUNICIPALITY

DEPARTMENT: CORPORATE SERVICES

ITEM A6 OF 19/09/2008

RESOLVED

1. That the Executive Committee approves in principle the proposed letterheads.
2. That the Executive Committee delegates to the Management to decide on the appropriate letterhead to be utilised by the organisation.

ITEM A7

EC 7/10/2008

JOB EVALUATION

DEPARTMENT: CORPORATE SERVICES

ITEM A7 OF 16/10/2008

RESOLVED

1. That the Executive Committee accepts and supports the recommendations by SALGA.
2. That the scales based on the 10 categories as per previously submitted to municipalities by SALGA be used for purposes of implementation;

3. That the scales to be adjusted by 8,3% in terms of the salary and wage agreement applicable from 01 July 2008.
4. That the scales be discussed and agreed upon at the Local Labour Forum prior to implementation as interim measure (if no agreement then no implementation);
5. That implementation date to be from a current date – to be the same for all Municipalities (Provincial office to submit proposed date after consultation);
6. The employees be paid a non pensionable allowance between current salary and the proposed new salary as envisaged in terms of the new salary scales;
7. That any Municipality not satisfied with the previous categories could appeal and submit new information for purposes of categorisation;
8. That a comprehensive report with legal implications be submitted at the next meeting.
9. That the Executive Committee supports the benchmarking process;
10. That the Executive Committee supports the proposed structures for purposes of future job evaluation:-
 - Ethekwini
 - Msunduzi
 - Umhlathuze
 - Emnambithi
 - Ugu
11. That the Executive Committee supports the job evaluation units or committees to be made up of a maximum of four (4) experts per unit or committee;
12. That the Executive Committee supports a Provincial Appeals Committee to be established consisting of two (2) representatives from Provincial Office and two (2) from the Unions.

ITEM A8

EC 8/10/2008

REPORT ON BUDGET STATEMENTS: SEPTEMBER 2008

DEPARTMENT: FINANCE

ITEM A8 OF 16/10/2008

RESOLVED

1. That the contents of the report be noted.

ITEM A9
EC 9/10/2008
AQUAMANZI DEVELOPMENT (PTY) LTD
OFFICE OF THE MUNICIPAL MANAGER

ITEM A9 OF 16/10/2008 **RESOLVED**

1. That satisfactory proof be made available that uMzinyathi District Municipality is indebted to Aquamanzi development (PTY) (LTD).
2. That upon receipt of this proof the Municipal Manager be authorized to make payment to Aquamanzi Development (PTY) (LTD).
3. That the appropriate vote number be made available by the Chief Financial Officer for payment.

ITEM A10
EC 10/10/2008
ACCEPTANCE OF FUNDING FOR SOYA BEAN PROJECTS
DEPARTMENT: PLANNING AND SOCIAL DEVELOPMENT

ITEM A10 OF 16/10/2008 **RESOLVED**

1. That the Executive Committee accepts the funding of R 7 000 000, 00 approved by DLGTA for the Soya Bean project in the District.
2. That the Executive Committee approves that the Municipal Manager signs all documents pertaining to this funding on behalf of Council.

ITEM A11
EC 11/10/2008
REQUEST FOR UTILIZATION COUNCIL TRACTOR
DEPARTMENT: PLANNING AND SOCIAL DEVELOPMENT

ITEM A11 OF 16/10/2008 **RESOLVED**

1. That the item be withdrawn.

ITEM A12
EC 12/10/2008
NQUTHU MUNICIPALITY (RSA) – BORNEN MUNICIPALITY (BELGIUM)
DEPARTMENT: CORPORATE SERVICES

ITEM A12 OF 16/10/2008 **RESOLVED**

1. The Executive Committee approves that uMzinyathi District Municipality be represented in the task team to ensure the envisaged technical support.

2. That the Executive Committee authorizes the request for transportation support.

ITEM A13

EC 13/10/2008

CONTRACTOR INCUBATOR PROGRAMME

DEPARTMENT: TECHNICAL SERVICES

ITEM A13 OF 16/10/2008 RESOLVED

1. That the Executive Committee accepts the funding of R 6, 140, 000,00 approved by DLGTA for the contractor incubator programme;
2. That the Executive Committee approves that the Municipal Manager signs all documents pertaining to this funding on behalf of Council.

ITEM A14

EC 14/10/2008

PROPOSAL FOR INDIRECT TAX ASSIGNMENT: EXEMPTION FROM TENDER PROCESS

DEPARTMENT FINANCE

ITEM A14 OF 16/10/2008 RESOLVED

1. That the Executive Committee ratifies the exemption of the contract for indirect tax assignment from the formal tender process prescribed by the Supply Chain Management policy or Preferential Procurement policy, and appoint Max Prof (PTY) Ltd at a fee of 24% including all costs;
2. That the relevant circumstances leading to the decision be noted as follows:-
 - No price can be determined before the work commences;
 - The Municipality does not pay for the service but receives a reduced benefit from SARS;
 - The Municipality will actually receive the money, so therefore the Municipality does not need to budget for the services;
 - That the Municipal Manager proceeds with the appointment of the preferred service provider.

ITEM A15
EC 15/10/2008
APPROVAL OF OUTSOURCING OF TRAVEL ARRANGEMENT TO A TRAVEL AGENCY
DEPARTMENT FINANCE

ITEM A15 OF 16/10/2008 **RESOLVED**

1. That the Executive Committee approves the outsourcing of Travel arrangement to the Travel Agency.

B. ITEMS SUBMITTED TO EXCO FOR INFORMATION

ITEM B1
EC 16/10/2008
MONTHLY REPORT: RURAL METRO FIRE BRIGADE SERVICE: SEPTEMBER 2008
DEPARTMENT: PLANNING AND SOCIAL DEVELOPMENT

ITEM B1 OF 16/10/2008 **RESOLVED**

1. That the contents of the report be noted.

ITEM B2
EC 17/10/2008
TRAINING FOR THE YOUTH IN ICT SKILLS FOR eCOOPERATIVES
DEPARTMENT: PLANNING AND SOCIAL DEVELOPMENT

ITEM B2 OF 16/10/2008 **RESOLVED**

1. That the contents of the report be noted.

ITEM B3
EC 18/10/2008
PROGRESS ON 2008 KWANALOGA GAMES PREPARATIONS
DEPARTMENT: PLANNING AND SOCIAL DEVELOPMENT

ITEM B3 OF 16/10/2008 **RESOLVED**

1. That the contents of the report be noted.

