



MINUTES OF AN ORDINARY MEETING OF THE EXECUTIVE MAYOR'S COMMITTEE HELD IN THE BANQUETING HALL, MALMESBURY ON WEDNESDAY, 20 FEBRUARY 2019 AT 11:00

PRESENT:

Executive Mayor, alderman T van Essen (chairman)
Deputy Executive Mayor, alderlady M S I Goliath

Members of the Mayor's Committee:

Clr P E Solomons
Clr O M Stemele
Alderman R F van der Westhuizen
Alderlady M van Zyl

Other councillors:

The Speaker, clr M A Rangasamy

Officials:

Municipal Manager, mr J J Scholtz
Director: Financial Services, mr M A C Bolton
Acting Director: Development Services, mr A M Zaayman
Director: Civil Engineering Services, mr L D Zikmann
Director: Corporate Services, ms M S Terblanche
Director: Electrical Engineering Services, mr R du Toit
Manager: Secretarial and Record Services, ms N Brand

1. OPENING

Clr O M Stemele opened the meeting with a prayer at the request of the chairman.

2. APOLOGIES

Apology was received from the Director: Protection Services, Mr P A C Humphreys.

3. SUBMISSIONS/DEPUTATIONS/COMMUNICATIONS

None

4. MINUTES

4.1 MINUTES OF AN ORDINARY EXECUTIVE MAYOR'S COMMITTEE MEETING HELD ON 23 JANUARY 2019

RESOLUTION

That the minutes of an Ordinary Executive Mayor's Committee meeting held on 23 January 2019 are approved and signed by the Mayor.

4.2 MINUTES OF A PORTFOLIO COMMITTEE MEETING HELD ON 13 FEBRUARY 2019

[Corrections held over as prerogative of various committees.]

5.1 MINUTES OF PORTFOLIO COMMITTEE MEETINGS HELD ON 13 FEBRUARY 2019

5.1.1 MUNICIPAL MANAGER, ADMINISTRATION AND FINANCES

RESOLUTION that the Executive Mayor approves the recommendations in the relevant minutes.

5.1.2 CIVIL AND ELECTRICAL SERVICES

RESOLUTION that the Executive Mayor approves the recommendations in the relevant minutes, subject to the replacement of paragraph three of the preamble –

With regard to load shedding once again introduced by Eskom, the Director: Electrical Engineering Services mentions that load shedding will continue until the fuel levels of Eskom's emergency diesel equipment and hydro scheme can be maintained, but any other incident can also contribute to the deployment of load shedding.

5.1.3 DEVELOPMENT SERVICES

RESOLUTION that the Executive Mayor approves the recommendations in the relevant minutes.

5.1.3 PROTECTION SERVICES

RESOLUTION that the Executive Mayor approves the recommendations in the relevant minutes.

6. MATTERS ARISING FROM THE MINUTES

6.1 MINUTES OF AN EXECUTIVE MAYORAL COMMITTEE MEETING HELD ON 23 JANUARY 2019

6.1.1 WRITE-OFF OF IRRECOVERABLE DEBT JANUARY 2019 – ACTUAL AMOUNT WRITTEN OFF (5/7/3)

The Director: Financial Services mentioned that all actions have been completed and that the report aims to table the actual amount to be written off in respect of indigent households and outstanding debtors.

The Director: Financial Services confirmed that, during the socio-economic investigations, particular focus was placed on indigent households in the Eskom distribution areas that have a high water consumption. The investigations will be continued at households that could not be reached during the process.

During the investigations, it was found that most high water consumption can be attributed to water leaks that have been repaired in the meantime.

RESOLUTION

- (a) That cognizance is taken that the actual amount written off in respect of indigent households amounted to R1 205 536.56 and in respect of other irrecoverable debt amounted to R165 835.20;
- (b) That further cognizance is taken that Swartland Municipality reserves the right to do a reversal of any amount that was written off to the relevant debtor and that all necessary steps will be taken to recover the debt, if it comes to light after the date of this approval that –

(i)/...

- (i) a household did not comply with the indigent criteria (as determined in Chapter 7: of the Indigent Policy); or
 - (ii) a portion of, or the total debt of a debtor was not correct; or
 - (iii) information came forth that was not known to the Executive Mayoral Committee when the writing off was considered, that would have influenced the decision of the committee.
- (c) That cognizance is taken that if the property is alienated in any way; Swartland Municipality reserves the right to refuse clearance on the property in question in order to first recover the amounts written off. A register is kept in this regard at the Property Rates Division in order to determine if any amounts was written off for the previous two years, in order to recover the write-off amount before clearance is given.

7. NEW MATTERS

7.1 AMENDMENTS TO THE 2018/2019 SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) (2/4/4)

Since the approval of the Service Delivery and Budget Implementation Plan (SDBIP) by the Executive Mayoral Committee in June 2018, several amendments were made which were necessitated by the adoption of the roll-over budget in August 2018, the special adjustment budget in December 2018 and the adjustments budget in January 2019.

The amended SDBIP was circulated with the agenda.

RESOLUTION

That the amended Service Delivery and Budget Implementation Plan (SDBIP) for the 2018/2019 financial year be approved in terms of Section 54(1)(c) of the Municipal Finance Management Act (Act 56 of 2003).

7.2 OUTSTANDING DEBTORS: JANUARY 2019 (5/7/1/1)

A complete report in respect of outstanding debtors was circulated with the agenda

Following the comment by the Director: Financial Services regarding problems encountered with prepaid type electricity meters, the Director: Electrical Engineering Services mentioned that a process will be launched to replace all prepaid type electricity meters with new technology, as prepaid type electricity meters will no longer be functional by 2024.

RESOLUTION that the Council takes note of the report in respect of the Swartland Municipality's outstanding debtors for November 2018.

7.11 REGULATION IN RESPECT OF OUTSTANDING INSURANCE CLAIMS (5/14/3/5)

In accordance with the Asset Management Policy outstanding insurance claims must be reported monthly.

The number of vandalism and theft cases from which claims arise is of concern and innovative ways of protecting the assets of the municipality will have to be considered. The set up of cameras is regarded as a possibility as it is not worthwhile to hire security staff.

7.3/...

The Municipal Manager mentioned that the support of the South African Police Service (SAPS) is not efficient, as SAPS officials are largely occupied by administrative tasks, eg. the obligations of commissioners of oaths. Minister Winde will have to be requested to make administrative staff available for these tasks.

A joint effort by all sectors will have to be used to stop petty crime.

RESOLUTION that note is taken of the outstanding insurance claims up to and including 31 January 2019 which were circulated with the agenda.

**(SGD) T VAN ESSEN
EXECUTIVE MAYOR**