

SOL PLAATJE MUNICIPALITY

Office of the Municipal Manager
KIMBERLEY

3 April 2008

MEMBERS:

Cllr M K Thole (Chairperson)
Cllr H P Legwabe
Cllr M M Leven
Cllr P J Vorster
Cllr K Pretorius

Mr A K A Bhyat
Mr R Matthews

Municipal Manager
Chief Financial Officer
Advisor: National Treasury (D Ochei)
ED: Corporate Services

NOTICE is hereby given that the **OVERSIGHT COMMITTEE** meeting of the City Council will be held in the Committee Room, Civic Offices, Kimberley on **THURSDAY, 3 APRIL 2008** at **16:30.**

BUSINESS: Briefing by Messrs Matthews and Bhyat

T F MASHILO
MUNICIPAL MANAGER

SOL PLAATJE MUNICIPALITY

MINUTES OF AN OVERSIGHT COMMITTEE MEETING

HELD ON THURSDAY, 3 APRIL 2008 AT 16:30

(Established in terms of council resolution C212/07; C354/07 and C446/07)

PRESENT: Members Sol Plaatje Municipality
The Speaker, Cllr M K Thole (Chairperson)
Cllr P J Vorster
Cllr M M Leven
Cllr H P Legwabe

Community Members
Mr A K A Bhyat
Mr R Matthews

Acting ED: Community & Social Services standing in for the Municipal
Manager (R Sebolecwi)
Chief: Committee Services

Mrs Burger opened the meeting with a prayer.

A. APOLOGIES:

Cllr K Pretorius
Municipal Manager
Chief Financial Officer
ED Corporate Services

ABSENT:

None

B. CONFIRMATION OF MINUTES

None

C. BUSINESS: BRIEFING BY MESSRS MATTHEWS AND BHYAT

Mr Matthews informed the meeting that the Oversight Report for 2006/7 had to be tabled at council on 31 March 2008 in terms of the Municipal Finance Management Act, No 56 of 2006. On request for the Annual Report, the Executive Director: Corporate Services informed him that the report was presented to National Treasury who disregarded it. National Treasury criticized the report and council undertook to improve the report and submit it by 10 March 2008. The report was couriered to National Treasury on 11 March 2008 and the office was notified accordingly. He and Mr Bhyat only received the Annual Report on 14 March 2008 without comments. In the light of the above, the Oversight Report will be late, since the members of the committee must look at the comments and discuss issues with the municipal manager and executive directors. They doubt whether the Oversight Report will be available by the end of April 2008. They feel the opportunity must be granted to when until 14 May 2008 in order to do justice to the document.

Mr Matthews further informed the meeting that they need the inputs of the Auditor-General, National Treasury, community, provincial government and other relevant role-players to interrogate the Annual Report.

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The members also wanted to know who will co-ordinate the process, in order for them the contact the relevant person to obtain the documents and information.

The Speaker stated that the Executive Director: Corporate Service was assigned to take charge of the Annual Report and must co-ordinate the process.

Mr Matthews wanted to know whether the Annual Report was released to the relevant stakeholders (internal and external) in terms of the act?

He requested Mrs Sebolecwe to request officials co-operation, as to inputs of the annual report with the participation of internal audit.

The Speaker requested the members to report issues where they do not receive co-operation. She also explained to the members the reason for the non-functioning of the audit committee.

The members were requested to raise their challenge on 9 April 2008 at the ordinary council meeting regarding the non-functioning of the audit committee.

The meeting agreed –

1. That Mr Matthews be requested to draft a checklist on how the process must unfold to get a top-down image on what must happen / when should it happen / how far is the process / and how is responsible, in order to keep track.
2. That the Executive Director: Corporate Services ensures that the public be made aware through the press to inspect the report.
3. That report back been given, whether the report has been distributed in terms of the act.
4. That council's inputs be submitted to the oversight committee members.
5. That National Treasury be informed that the oversight report will be late stating the reasons.
6. That the IDP Manager be requested to submit the IDP Review document to the members.
7. That the Executive Director: Corporate Services, Manager Internal Audit, IDP Manager and relevant officials be requested to attend the meeting scheduled for Monday, 7 April 2008 at 17:00.

The Speaker thanked the members for their time.

The meeting closed at 18:00.

Speaker _____

Date _____