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**GREATER TZANEEN MUNICIPALITY  
GROTER TZANEEN MUNISIPALITEIT  
MASIPALA WA TZANEEN  
MASEPALA WA TZANEEN**

P.o Box 24  
Tzaneen, 0850

[www.tzaneen.gov.za](http://www.tzaneen.gov.za)



Tropical Paradise

**MINUTES OF THE 4<sup>TH</sup> SPECIAL COUNCIL MEETING FOR 2022/2023  
FINANCIAL YEAR OF THE GREATER TZANEEN MUNICIPALITY HELD AT  
OLD FIRE HALL, ON THURSDAY, THE 29<sup>TH</sup> JUNE 2023 AT 12H00.**

**PRESENT**

**The Speaker**

**Councillor S Tiba**

**COUNCILLORS**

**As per attached attendance register (Annexure "X")**

**OFFICIALS**

**The Municipal Manager  
The Acting Director PED &  
The Director Electrical Engineering  
The Acting Director Engineering Services  
The Acting Chief Financial Officer  
The Director Corporate Services  
The Manager Council Support  
The Manager Communication  
The Manager Security  
The Audit Committee Chairperson  
The CEO GTEDA  
The GTEDA Chairperson  
The Manager Legal  
The Internal Audit Manager  
The Committee Clerk  
The Committee Clerk  
The Student Committee Clerk  
The MPAC Secretary  
The PA Mayor's Office  
The Communication Assistant  
The Communication Assistant  
The Communication Student**

**Mr D Mhangwana  
  
Mr F Mthetwa  
Mrs HO Tshisevhe  
Mr A Mathebula  
Ms S Sepeng  
Ms W Baloyi  
Mr N Ndlala  
Mr K Makhubela  
Ms MP Ramutsheli  
Mr V Mulaudzi  
Mrs M Mushwana  
Mr T Mampane  
Mrs H Manyike  
Ms MB Maake  
Mrs F Makhubela  
Ms N Makondo  
Ms K Modjadji  
Ms B Kgatle  
Ms L Rabothata  
Ms V Makhubela  
Mr S Ramabela**

**TRADITIONAL AUTHORITIES**

<b>The Maake Traditional Authority Representative</b>	<b>Mr M Maake</b>
<b>The Muhlava Traditional Authority Representative</b>	<b>Mr NW Mushwana</b>
<b>The Bathlabine Traditional Authority Representative</b>	<b>Mr MW Mogoboya</b>
<b>The Mankweng Traditional Authority Representative</b>	<b>Mr RA Sehlapelo</b>
<b>The Modjadji Traditional Authority Representative</b>	<b>None</b>
<b>The Valoyi Traditional Authority Representative</b>	<b>Mr P Mabunda</b>
<b>The Nyavana Traditional Authority Representative</b>	<b>None</b>
<b>The Sebela Traditional Authority Representative</b>	<b>Mr MC Sebela</b>

**1. OPENING AND WELCOME**

The meeting was opened by singing the African National Anthem led by Councillor Maria Mmola and the Speaker, Councillor S Tiba welcomed everyone present in the meeting.

**2. APPLICATIONS FOR LEAVE OF ABSENCE AND THE SIGNING OF THE ATTENDANCE REGISTER**

**The applications for leave of absence were received from the following:**

- Councillor L Ramalepe
- Councillor M Mangena
- Councillor A Moss
- Councillor R Shai
- Councillor C Ramothwala
- Councillor S Rakganya
- Councillor D Malemela

**RESOLVED**

**That the applications for leave of absence received be granted as follows:**

- Councillor L Ramalepe
- Councillor M Mangena
- Councillor A Moss
- Councillor R Shai
- Councillor C Ramothwala
- Councillor S Rakganya
- Councillor D Malemela

**3. PRESENTATION (IF ANY)**

None

**4. OFFICIAL NOTICES**

4.1 The Municipal Manager, Mr D Mhangwana reminded Council that this is the last Council meeting for the 2022/2023 Financial year, and Council will be starting the 2023/2024 new financial year from 1 July 2023.

**5. GIFTS AND FAVORS**

None.

**6. STATEMENTS AND COMMUNICATIONS BY THE SPEAKER**

6.1 The Speaker, Councillor MS Tiba congratulated the two Council and Committees' Secretariats, Ms. MB Maake and Mrs. F Makhubela for celebrating their birthday on the same day Thursday, 29 June 2023.

**7. QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN**

None.

**8. MOTIONS OR PROPOSALS DEFERRED FROM THE PREVIOUS MEETINGS**

None.

**9. PROPOSALS OF CONDOLENCES OR CONGRATULATIONS BY THE CHAIRPERSON**

9.1 The Speaker, Councillor MS Tiba expressed her condolences to the Mathabatha's family for the loss of the first lady Mrs. Margareth Mathabatha who will be laid to rest on Saturday 30 June 2023.

**10. PROPOSALS OF CONDOLENCES OR CONGRATULATIONS BY OTHER MEMBERS**

10.1 Councillor N Mohonone expressed his condolences for the passing of the former Mayor of Mokgopong Municipality, Marlene Van Staeden and that her precious soul may rest in peace.

*A moment of silence was observed by all present in the meeting.*

**11. OUTSTANDING MATTERS**

None.

**12. PETITIONS**

None.

**13. MOTIONS**

None.

**14. REPORT FROM AUDIT COMMITTEE**

(Item A96 was approved by Council)

**15. REPORT FROM GTEDA**

None.

**16. REPORT FROM MPAC**

None.

**17. INPUTS BY THE TRADITIONAL LEADER**

None.

**18. REPORTS IN COMMITTEES**

(Item A97, A98 and A99 were approved by council)

**19. URGENT REPORT – ALLOWED ONLY WITH THE CONSENSUS OF THE CHAIRPERSON**

None.

**20. RECOMMENDATIONS OF THE EXECUTIVE COMMITTEE MEETINGS FOR THE PERIOD JUNE 2023.**

(All items were discussed and approved as mentioned below.)

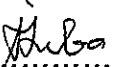
**A 93 POLICY REVIEW FOR CORPORATE SERVICES 2022/2023 – FINANCIAL YEAR****E/C 2023 06 23; C 2023 06 29)****(4/2/P)**

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**RESOLVED**

- a) That Council take cognizance of the Policies' contents of the report by the Corporate Services Director on the Policy Review.
- b) That it be noted that organised Labour, councillors, traditional leaders, and management were given opportunity to comment and make inputs on the policies during workshop and prior.
- c) That the following employees' Policies be approved for implementation from 1<sup>st</sup> of July 2023 after identifying the savings within the municipal budget.
  - (i) Bereavement policy
  - (ii) Temporary employment of students
  - (iii) Training and development policy
  - (iv) Granting of bursaries for employees
  - (v) Smoking policy.
  - (vi) Employee wellness policy.
  - (vii) Occupational health and safety policy.
  - (viii) Motor Allowance Policy
  - (ix) Transport policy.
  - (x) Cell phone policy.
  - (xi) Leave policy.
  - (xii) Promotions, transfer, and secondment Policy.
  - (xiii) Danger allowance

**Note:** *The Economic Freedom Fighters appreciated the work done by the Corporate Services Department.*

**Signed by the Speaker**   
**Councillor MS Tiba**.....

**A 94 REVIEWED INTEGRATED WASTE MANAGEMENT PLAN FOR GREATER  
TZANEEN MUNICIPALITY**


**(E/C 2023 06 23; C 2023 06 29)**

**(17/1/P)**

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**RESOLVED**

- (i) That Council approves the reviewed Integrated Waste Management Plan.
- (ii) That the IWMP be submitted to the MEC for Economic Development,  
Environmental and Tourism.
- (iii) That the IWMP be presented to the major waste producers and reclaimers.

**Signed by the Speaker**   
**Councillor MS Tiba.....**

**A 95 ORGANIZATIONAL PERFORMANCE MANAGEMENT POLICY AND INDIVIDUAL PERFORMANCE POLICY (GOVERNANCE)**

**(E/C 2023 06 23; C 2023 06 29)**

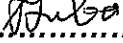
**(4/7/P)**

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**RESOLVED**

- a) That Council adopts the reviewed Organizational Performance Management Policy and Individual Performance Policy.

***Signed by the Speaker***

***Councillor MS Tiba.....*** 



**A96 AUDIT COMMITTEE REPORT TO COUNCIL FOR THE THIRD QUARTER OF  
2022/2023 FINANCIAL YEAR**

**(E/C 2023 06 29, C 2023 06 29)**

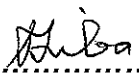
**(12/2/3/1/9)**

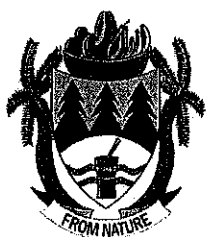
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**RESOLVED**

1. That Council note the report of the Audit Committee for the third quarter of 2022/2023 financial year.
2. That Council note the second quarter Risk Management Committee report for 2022/2023 financial year.
3. That Management should consider all the recommendations provided by the Audit Committee.
4. That the Audit Committee report for the third quarter be referred to MPAC.
5. That the second quarter Internal Audit report be referred to MPAC.

***Note: The Economic Freedom Fighters objected the report due to no comments  
by management on the internal audit and risk report.***

**Signed by the Speaker**  
**Councillor MS Tiba.....** 



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**A 97 REQUEST FOR THE APPOINTMENT OF THE POSITION OF THE DIRECTOR  
ENGINEERING SERVICES  
(E/C 2023 06 23; C 2023 06 29) (PERSONNEL)**

**RESOLVED**

- a) That Council note the report of the Municipal Manager on the appointment of Director: Engineering Services.
- b) That Council appoints **Ms. Tshisevhe H.O** as Director: Engineering Services of Greater Tzaneen Municipality.
- c) That Council notes that should **Ms. Tshisevhe H.O** decline the offer due to certain circumstances, the candidate (**Mr. Malungana ME**) should be appointed, based on the outcome of the competency assessment which is competent.
- d) That Council notes that **Ms. Tshisevhe H.O** possesses prescribed qualifications as required by the Local Government Regulations of Appointment and Conditions of Employment of Senior Managers and competencies.
- e) That Council notes that the candidate is cleared from any criminal activities and was never involved in any form of disciplinary process.
- f) That Council notes that the candidate competency assessment result was achieved with **competent**.
- g) That Council enters a contract of service with **Ms. Tshisevhe H.O** in line with the regulations.
- h) That the appointment be reported to the MEC in terms of the regulation on appointment and condition of services for senior managers.
- i) That the appointment be effect from 1<sup>st</sup> July 2023 depending on her availability.

**Signed by the Speaker**  
**Councillor MS Tiba** ..... *Tiba* .....



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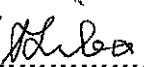
**A98 REQUEST FOR THE APPOINTMENT OF THE POSITION OF THE DIRECTOR-  
PLANNING & ECONOMIC DEVELOPMENT.  
( E/C 2023 06 23; C 2023 06 29)**

**(PERSONNEL)**

**RESOLVED**

- a) That Council notes the report of the Municipal Manager on the appointment of Director: Planning and Economic Development.
- b) That Council appoints **Mr. Mathebula BM** as Director: Planning and Economic Development of Greater Tzaneen Municipality.
- c) That Council notes that should **Mr. Mathebula BM** decline the offer due to certain circumstances, the second-best candidate (**Mr. Nkuna TJ**) should be appointed.
- d) That Council notes that **Mr. Mathebula BM** possesses prescribed qualifications as required by the Local Government Regulations of Appointment and Conditions of Employment of Senior Managers and competencies.
- e) That Council notes that the candidate is cleared from any criminal activities and was never involved in any form of disciplinary process.
- f) That Council notes that the candidate competency assessment result was achieved with **competent**.
- g) That Council enters a contract of service with **Mr. Mathebula BM** in line with the regulations.
- h) That the appointment be reported to the MEC in terms of the regulation on appointment and condition of services for senior managers.
- i) That the appointment be effect from 1<sup>st</sup> July 2023 depending on his availability.

***Note: The Democratic Alliance raised a concern for the appointment of Mr. BM Mathebula as the Director PED, that there is no investment and new development in Tzaneen area.***

**Signed by the Speaker**  
**Councillor MS Tiba** ..... 



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**A99 REQUEST FOR THE APPOINTMENT OF THE POSITION OF THE DIRECTOR  
COMMUNITY SERVICES  
(E/C 2023 06 23; C 2023 06 29 ) (PERSONNEL)**

**RESOLVED**

- a) That Council note the report of the Municipal Manager on the appointment of Director: Community Services.
- b) That Council appoints **Ms. Ntimbani C** as Director: Community Services of Greater Tzaneen Municipality **based on the outcome of competency assessment.**
- c) That Council notes that should **Ms. Ntimbani C** decline the offer due to certain circumstances, the position will be re-advertised due to the competency assessment results of the other two candidates.
- d) That Council notes that **Ms. Ntimbani C** possesses prescribed qualifications as required by the Local Government Regulations of Appointment and Conditions of Employment of Senior Managers and competencies.
- e) That Council notes that the candidate is cleared from any criminal activities and was never involved in any form of disciplinary process.
- f) That Council notes that the candidate competency assessment result was achieved with **competent.**
- g) That Council enters a contract of service with **Ms. Ntimbani C** in line with the regulations.
- h) That the appointment be reported to the MEC in terms of the regulation on appointment and condition of services for senior managers.
- i) That the appointment be effect from 1<sup>st</sup> July 2023 depending on her availability.

**Signed by the Speaker**  
**Councillor MS Tiba** ..... *[Signature]* .....

**A 100 REQUEST FOR THE EXTENSION OF THE TERM OF GTEDA BOARD MEMBERS  
FOR A PERIOD OF THREE (3) MONTHS (1 JULY 2023 – 30 SEPTEMBER 2023)**

(E 2023 06 29; C 2023 06 29)

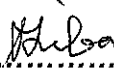
(12/2/3/2/2)

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**RESOLVED**

- a) That Council extends the current board of GTEDA by a period not exceeding Three (3) months effective from 1 July 2023 to 30 September 2023.
- b) Council mandates the Accounting Officer to finalize the legal compliance of GTEDA within three (3) months of this Council resolution.

**Signed by the Speaker**  
**Councillor MS Tiba.....**



**A 101 APPROVAL OF THE ORGANISATIONAL STRUCTURE FOR THE GREATER  
TZANEEN MUNICIPALITY: 2023/2024 FINANCIAL YEAR**

**(E/C 2023 06 29; C 2023 03 29)**


**(2/12)**

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**RESOLVED**

1. That Council notes the comment on the Organizational Structure.
2. That Council approves the Organizational Structure for the next five years with comments.

***Note: The Economic Freedom Fighters objected the report due to non-  
submission of the Job Descriptions and salary packages.***

**Signed by the Speaker**   
**Councillor MS Tiba.....**

**B 51 NOTICE ON THE ISSUED CODE OF CONDUCT FOR COUNCILLORS AND TRADITIONAL LEADERS' REGULATION ISSUED UNDER SECTION 92 OF THE LOCAL GOVERNMENT MUNICIPAL STRUCTURES ACT NO 117 OF 1998 AS AMENDED**

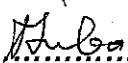
(EC 2023 06 23; C 2023 06 29)

(1/1/1/3)

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**RESOLVED**

- a) That Council note Notice no. 3538 of 14 June 2023, in Government Gazette No. 48786 from the Department of Cooperative Governance (COGTA) on the Code of Conduct for Councillors and Traditional Leaders attached as ***Annexure A***.
- b) That Council note that the Local Government Municipal System Regulations published under Government Notice R459 of 2001, in Government Gazette No. 22328 of 25 May 2001, are repealed.
- c) That Council further note that a session will be arranged for all Councillors and Traditional Leaders for awareness on the issued Code of Conduct for Councillors and Traditional Leaders.

**Signed by the Speaker**  
**Councillor MS Tiba** ..... 



**THE MEETING ADJOURNED AT 13H48**

**APPROVED AND CONFIRMED**

**CHAIRMAN**

A handwritten signature in cursive script, appearing to read "H. L. B.", is written next to the word "CHAIRMAN".