

UGU DISTRICT MUNICIPALITY

MINUTES OF THE 39TH MEETING OF THE UGU DISTRICT MUNICIPAL COUNCIL HELD IN THE COUNCIL CHAMBERS, RAY NKONYENI MUNICIPALITY, 10 CONNOR STREET, PORT SHEPSTONE, ON THURSDAY, 26 MARCH 2020, AT 11H00.

PRESENT:

Cllr NH Gumede - Speaker

SR Ngcobo (Executive Committee), SP Mthethwa (Executive Committee), L Mzimela (Executive Member), AD Ngubo (Executive Member), LMR Ngcobo (Executive Member), SN Caluza, S Chetty, K Dladla, TB Cele, NY Mweshe, JJ East, M Gcwabe, NCP Mqwebu, S Mngomezulu, Y Nair, DMM Hlengwa, BE Machi, SE Khawula, GD Henderson, and PT Naude.

BY INVITATION:

Inkosi ZGB Msomi
Inkosi ZR Qwabe
Inkosi B Cele
Inkosi BS Nzimakwe
Inkosi MP Ngcobo
Inkosi EZ Jali

Inkosi EZ Mkhize
Ms Joy Crutchfield
Mr B Fikeni
Mr G Thom

Ms S Govender

- Ugu South Coast Tourism Entity
- Ugu South Coast Development Agency
- Department of Health: Provincial Government
- Department of Health: Provincial Government

IN ATTENDANCE:

Mr S Sithole
Mr VO Mazibuko
Mr S Mbewu
Mr F Ngubane

Mr F Zama

Ms F Mbili

Ms N Mbambo
Ms Z Maphumulo
Mr K Odoro
Ms N Surajbally
Ms T Kikine

- Acting Municipal Manager
- General Manager: Corporate Services
- General Manager: Water Services
- Acting General Manager: Budget and Treasury Office
- Senior Manager: Mayoralty and Communications
- Senior Manager: Corporate Strategy and Shared Services
- Manager: Legal Services
- Manager: Assets Management
- Acting Manager: Risk and Internal Audit
- Administrative Officer: Secretariat Unit
- Committee Clerk: Secretariat Unit

OPENING

The Speaker welcomed all to the meeting. She then requested the Manager: Asset Management to lead the meeting in prayer.

C 59/03/20

NOTICE OF MEETING

The notice of the meeting was taken as read.

C 60/03/20

APPLICATIONS FOR LEAVE OF ABSENCE

It was noted that Cllrs MA Manyoni (*indisposed*), ZZ Msani (*council business*), A Rajaram (*sick leave*), MPL Zungu (*council business*) had requested leave of absence from the meeting.

Cllr Henderson requested to be excused from the meeting at 13h15 in order to attend a Ray Nkonyeni Municipality Council meeting at Uvongo Town Hall at 14h00.

It was further noted that the following Councillors and Amakhosi's had requested to be excused from the meeting as follows:

- Cllr DMM Hlengwa (*council business*) - 12h30;
- Inkosi Gumede (*urgent business*) - 12h15; and
- Inkosi Cele (*urgent business*) - 12h15

From the Management component, it was noted that the Acting General Manager: Budget and Treasury Office (leave) had requested leave of absence from the meeting.

Cllr Nair appealed that the meeting be concluded within two (2) hours in order to be able to attend the Ray Nkonyeni Municipality Council meeting.

Miss J Crutchfield requested that both Entities be excused immediately after Item 10 "Matters for Discussion" on the agenda.

Following which,

It was unanimously

RESOLVED:

- (a) That Cllrs MA Manyoni (*indisposed*), ZZ Msani (*council business*), A Rajaram (*sick leave*), MPL Zungu (*council business*) be and are hereby granted leave of absence from the meeting.

- (b) That the request for leave of absence for Cllr GD Henderson to be excused from the meeting at 13h15 in order to attend a Ray Nkonyeni Municipality Council meeting at Uvongo Town Hall at 14h00 be and is hereby **GRANTED**.
- (c) That the request from the following Councillors and Amakhosi's to be excused from the meeting at the following times be and are hereby **GRANTED**:
- Cllr DMM Hlengwa (*council business*) - 12h30;
 - Inkosi Gumede (*urgent business*) - 12h15; and
 - Inkosi Cele (*urgent business*) - 12h15
- (d) That from the Management Component, the Acting General Manager: Budget and Treasury Office (leave) be and is hereby granted leave of absence from the meeting.
- (e) That the request from Miss J Crutchfield for both the Entities to be excused from the meeting after Item 10 "Matters for Discussion" be and is hereby **GRANTED**.
- (f) That it be noted that the Ray Nkonyeni Municipality would be convening a Council meeting at Uvongo Town Hall at 14h00 today.

C 61/03/20

DECLARATION OF INTEREST

It was noted that there were none.

C62/03/20

CONFIRMATION OF AGENDA

The Speaker took members through the confirmation of the agenda.

The Acting Municipal Manager highlighted the list of items to be included on the agenda and further apologised for the late submission of the items listed below, also citing that management understood the rules of the Council regarding the late submission of items.

Cllr Mzimela pointed out to members that it was undesirable for the Council to convene meetings also noting the regulation by the President, Cyril Ramaphosa. He then proposed that all the items listed under Item 11 Extracts from Committees should be deferred unless an item had serious compliance issues and was seconded by Cllr Henderson.

Cllr Henderson also pointed out that according to Item 8(2) on the Standing Rules of Order, the members of the Council should receive their agendas five (5) days before the meeting. He raised a concern some of the documents were received this morning for this meeting.

The Mayor explained to members that some of the documents that have been circulated to members were not supposed to form part of the agenda and were

submitted because of the pronouncement of the President. He advised members that Management had to develop certain plans in terms of the current situation.

He also mentioned that most of the items listed under Extracts from Committees have been presented to the Portfolio Committee on Finance and to the Executive Committee. He then appealed to the Council that the said items should be dealt with accordingly.

Cllr Nciki had a counter proposal for all the items listed under Item 11 Extracts from Committees should be dealt with and was seconded by the Deputy Mayor.

It be noted that Cllr Mzimela and Cllr Henderson withdrew their motion.

Following which,

It was unanimously

RESOLVED:

(a) That the agenda convening the Ugu District Municipal Council meeting be and is hereby **CONFIRMED**, subject to the inclusion of the following items:

- Items 8.3 Report on Water Supply Challenges under Standing Items;
- Items 10.1 Presentation on the Novel Corona Virus COVID – 2019 under Matters for Discussion;
- Items 10.3 Ugu District Municipality – Draft Budget 2020/20201 under Matters for Discussion; and
- Item 10.6 2020/20201 Draft IDP Document under Matters for Discussion;
- Item 13.2 Report on the Recess Committee under Urgent Matters; and
- Item 14.4 Appointment of the Audit Chairperson under In-Committee Matters.

CONFIRMATION OF MINUTES

C63/03/20

Minutes of the Special Meeting of the Ugu District Municipal Council held on 12 February 2020

The Speaker took members through the confirmation of the minutes for the meeting held on 12 February 2020.

Cllr Nciki moved for the acceptance of the minutes and was seconded by Cllr Machi.

Following which,

It was

RESOLVED:

That the Minutes of the Special Meeting of the Ugu District Municipal Council held on 12 February 2020, be and are hereby **CONFIRMED**.

C 64/03/20 Minutes of the 38th Meeting of the Ugu District Municipal Council held on 27 February 2020

The Speaker took members through the confirmation of the minutes for the meeting held on 27 February 2020.

Cllr Mqwabu moved for the acceptance of the minutes and was seconded by Cllr Henderson.

Following which,

It was

RESOLVED:

That the Minutes of the 38th Meeting of the Ugu District Municipal Council held on 27 February 2020, be and are hereby **CONFIRMED**.

RESOLUTION REGISTER

C65/03/20 Resolution Register for the Special Meeting of the Ugu District Municipal Council held on 12 February 2020

The Speaker took members through the Resolution Register for the Special Meeting of the Ugu District Municipal Council held on 12 February 2020.

Following which,

It was unanimously

RESOLVED:

That the Resolution Register for the Special Meeting of the Ugu District Municipal Council held on 12 February 2020, be and is hereby **NOTED**.

C66/03/20 Resolution Register for the 38th Meeting of the Ugu District Municipal Council held on 27 February 2020

The Speaker took members through the Resolution Register for the 38th Meeting of the Ugu District Municipal Council held on 27 February 2020.

Cllr East referred members to C 46/02/20 on resolution (c) and requested for an update.

Responding, the General Manager: Water Services explained that the project was scheduled to be completed by March 2020 and that the said project was at 98% complete.

Following which,

It was unanimously

RESOLVED:

That the Resolution Register for the 38th Meeting of the Ugu District Municipal Council held on 27 February 2020, be and is hereby **NOTED**.

C 67/03/20

OUTSTANDING MATTERS

It was noted that there were none.

C 68/03/20

STANDING ITEMS

SALGA Monthly Report

The Acting Municipal Manager took members through the SALGA Monthly Report as at 12 March 2020.

He informed members that the report entailed the following:

- SALGA KZN Membership Levies;
- Members Not In-Good Standing;
- SALGA KZN NSDF Masterclass Invitation;
- Cascading of PMS to all Employees by 31 July 2021;
- Upcoming Events; and
- Local Government Coronavirus (COVID – 19) Response Plan.

Following which,

It was unanimously

RESOLVED:

That the SALGA Monthly Report as at 12 March 2020 be and is hereby **NOTED**.

C 69/03/20

Monthly Birthday Greetings: Councillors, Amakhosi and Senior Managers

The Speaker conveyed birthday wishes on behalf of Council to the following Councillors, Amakhosi and Senior Management who celebrated their birthdays during the month of March, namely:

- Cllr MA Manyoni;
- Cllr S Mngomezulu;
- Cllr SR Ngcobo;
- Cllr H Mbatha;
- Ms F Mbili;
- Mr VO Mazibuko; and

- Inkosi Mnguni;

Following which,

It was unanimously

RESOLVED:

That the Monthly Birthday Greetings for Councillors, Amakhosi and Senior Managers be and is hereby **NOTED**.

C 70/03/20

Ugu District Municipality Water Supply Emergency Relief Plan Report

The General Manager: Water Services took members through the item.

He informed members that the purpose of the report was to apprise the Council of the proposed water supply emergency relief plan during the COVID-19 “Corona Virus” National Lockdown for the period starting from 27 March 2020 with an onward continuity plan beyond that period.

He mentioned that the head of National Disaster Management (NDMC) had after assessing the potential magnitude and severity of the COVID-19 “Corona Virus” pandemic in the country had classified the COVID-19 pandemic as a National Disaster.

He advised members that Ugu District Municipality was a Water Services Provider and Water Services Authority (WSP&WSA) and was legislated in accordance with the above-mentioned Acts for provision of Water and Sanitation Services to the communities within its area of jurisdiction.

He pointed out that it was based on the directive of a National Lockdown made by the President of the Republic of South Africa, where provision of water and sanitation services had to be provided by the municipal frontline and technical staff.

He advised members that it was imperative that the municipality had to ensure that the communities were provided within the necessary means to prevent transmission by preventing disruptions in water and sanitation services and also providing alternative means of water supply relief during the COVID-19 Lockdown period and beyond in a sustainable manner.

He then highlighted the following aspects on the report, namely:

- Current Water Supply Emergency Plan in respect of (*Area South-West, Area South and Area North*);
- Water Tankering Relief Resources;
- Vacuum Tanker Services (VTS) Resources Schedule;
- Emergency Repair Services Resource Schedule;
- Current Short-Term Intervention Plans Implemented to Stabilise Water Supply;
- Proposed Emergency Relief Plan Overview;

- Cost Estimate of Hiring Water Tankers per Month;
- Communication Implications; and
- Risk Management

Adding, the Acting Municipal Manager advised members that the said plan was put in place because it was noted that the provision of water tankering to communities once a week was not enough and that the capacity should be changed to twice a week and that the said service would be monitored.

He mentioned that a letter was received from the Department of Water and Sanitation through the Office of the Mayor assuring support to the Municipality in order to attend to the water challenges within the Ugu District.

He informed members that the Municipality had engagements with Umgeni Water and that same had agreed to increase the production capacity and to finance the additional water tinkering on the basis that Umgeni would extend the payment plan for a period of three (3) months. He advised members that hourly reports would be provided and that same would be shared to all Councillors, and Amakhosi including activating the Joint Operations Committee and other related committees.

He further advised members that there were new regulations that have been passed by CoGTA on 25 March 2020, and that same would be circulated to councilors, including the letters that would be permitting Councillors to be on standby in relation to all other restrictions which have been imposed by the said department.

The Deputy Mayor advised members that in order to ensure that the Political Leadership played their oversight role, the Joint Operations Committee meetings would be held every Wednesdays and Thursdays. In terms of Communication Strategy, it was agreed that the information should be clearly communicated to all Councillors and to all Local Municipalities.

Following which,

It was

RESOLVED:

- (a) That the report on the Ugu District Municipality Water Supply Emergency Relief Plan Report be and is hereby **NOTED**.
- (b) That the Ugu District Municipality Water Supply Emergency Relief Plan be and is hereby **APPROVED**.

C 71/03/20 SECTION 79 REPORTS

It was noted that there were none.

C 72/03/20

MATTERS FOR DISCUSSION

Presentation: Corona Virus COVID –2019

The Speaker welcomed Ms S Govender and requested same to introduced herself and Dr Thom from the Department of Health. She then apprised members that the presenters would be given thirty (30) minutes to do their presentation on the Novel Corona Virus COVID – 2019.

Taking over, Dr. Thom explained to members that the people need to understand that the Corona Virus spreads very quickly. He pointed out that 80% out of 100% might contract the said virus. He advised members that the positive thing about the said virus was that children would get very sick but there were no cases that have been reported relating to the deaths of children. He emphasized that the same precaution had to also be applied to the children to prevent the spread of the said virus.

He then took members through the presentation on the Novel Corona Virus COVID – 2019. He reported on the following aspects on the presentation, namely:

- Common Symptoms; (*coughing, shortness of breath and a high fever*)
- Sever Symptoms;
- Transmission;
- How Do We Stop the COVID – 19 from Spreading; and
- Resources for Help.

He then encouraged that the citizen of the country should stay at home, keep a social distance to other people. He then emphasized that the regulation pronounced by the President, Cyril Ramaphose should be taken seriously, and that it was pivotal to try to avoid any social gatherings of any kind.

Adding, Ms Govender advised members that the Corona Virus spreads very quickly and therefore people should regularly wash their hands with soap and water. She emphasized that everyone should avoid touching their face and mouth regularly.

After questions of clarity were satisfactory answered, Ms Govender and Dr. Thom were both excused from the meeting.

Following which,

It was unanimously

RESOLVED:

That the presentation on Novel Corona Virus Covid – 2019 be and is hereby
NOTED.

C 73/03/20

Ugu District Municipality - Draft Adjustment Budget 2019/2020

The Acting Municipal Manager took members through the item. He reminded members that on 27 February 2020, and in terms of Section 28 of the Municipal Finance Management Act, the Council adopted the adjustment budget.

He mentioned that after consultations with the Provincial Treasury, the said department had proposed a further adjustment to the budget by R88 million, but the Municipality managed to further cut the budget by R79,999.000. He advised members that the Provincial Treasury had agreed to the adjustment of R79,999.000.

Following which,

It was unanimously

RESOLVED:

- (a) That the report on the Ugu District Municipality: Draft Adjustment Budget: 2019/2020 be and is hereby **NOTED**.
- (b) That the Draft Adjustment Budget of the Ugu District Municipality for the financial year 2019/2020 be and is hereby **APPROVED** as set out in the following:
 - Table B1 – Adjustments Budget Summary;
 - Table B2 – Adjustments Budget Financial Performance (Standard Classification);
 - Table B3 – Adjustments Budget Financial Performance (Rev & Exp by municipal vote);
 - Table B4 – Adjustments Budget Financial Position (Revenue & Expenditure);
 - Table B5 – Adjustments Budget Capital Expenditure;
 - Table B6 – Adjustments Budget Financial Position;
 - Table B7 – Adjustments Budget Cash Flows;
 - Table B8 – Adjustments Cash Backed Reserves;
 - Table B9 – Adjustments Asset Management;
 - Table B10 – Adjustments Basic Service Delivery; and
 - Other Supporting Tables (Table SB1-SB20)

C 74/03/20

Ugu District Municipality - Draft Adjustment Budget 2020/2021

The Mayor took members through the item. He then apologised to members that the said draft budget was not presented to the relevant Committees. He also

pointed out to members that there was a lot that needed to be done on the said budget.

He explained to members that the said draft budget for 2020/2021 was presented to the Council in order for members to allow the said proposed budget to be approved for public participation.

Following which,

It was unanimously

RESOLVED:

- (a) That the report on the Ugu District Municipality: Draft Budget: 2020/2021 be and is hereby **NOTED**.
- (b) That the Draft Budget of the Ugu District Municipality for the financial year 2020/2021 and its outer years be and is hereby **APPROVED** for Public Participation; as set out in the following schedules:
- (c) That the Draft Budget of the Ugu District Municipality for the financial year 2020/2021 and its outer years be and is here **ADOPTED** for the Public Consultation; as set out in the following scheduled:
 - Table A1 – Budget Summary;
 - Table A2 – Budget Financial Performance (Standard Classification);
 - Table A3 – Budget Financial Performance (Rev & Exp by municipal vote);
 - Table A4 – Budget Financial Position (Revenue & Expenditure);
 - Table A5 – Capital Budget;
 - Table A6 – Budget Financial Position;
 - Table A7 – Budget Cash Flow;
 - Table A8 – Cash Backed Reserves;
 - Table A9 – Asset Management;
 - Table A10 – Basic Service Delivery; and
 - Other Supporting Tables (Table SA1-SA37)

C 75/02/20

Ugu South Coast Development Agency - Draft Budget 2020/2021

The Mayor took members through the item.

He then requested that the same approach should be applied and that the said Ugu South Coast Development Agency - Draft Budget 2020/2021 should be approved for public participation.

Following which,

It was

RESOLVED:

- (a) That the report on the Ugu South Coast Development Agency: Draft Budget: 2020/2021 be and is hereby **NOTED**.
- (b) That the Ugu South Coast Development Agency: Draft Budget for the financial year 2020/2021 be and is hereby **APPROVED** for Public Participation.

C 76/03/20

Ugu South Coast Tourism - Draft Budget 2020/2021

The Mayor took members through the item.

He then requested that the same approach should be applied and that the said Ugu South Coast Tourism - Draft Budget 2020/2021 should be approved for public participation.

Following which,

It was unanimously

RESOLVED:

- (a) That the report on the Ugu South Coast Tourism: Draft Budget: 2020/2021 be and is hereby **NOTED**.
- (b) That the Ugu South Coast Tourism: Draft Budget for the financial year 2020/2021 be and is hereby **APPROVED** for Public Participation.

C 77/03/20

2020/2021 Draft IDP

The Speaker took members through the item.

Following which,

It was unanimously

RESOLVED:

- (a) That the report on the 2020/2021 Draft IDP be and is hereby **NOTED**.
- (b) That the 2020/2021 Draft IDP be and is hereby **APPROVED** for public participation.

C 78/03/20

Ugu District Municipality: Oversight Report 2018/2019 FY

The Speaker took members through the item.

Following which,

It was

RESOLVED:

- (a) That the Ugu District Municipality Oversight Report 2018/19 FY be and is hereby **NOTED**.
- (b) That having fully considered the Annual Report of the Ugu District Municipality and its Entities for the 2018/2019 financial year, the Oversight Report for the 2018/2019 financial year, be and is hereby **ADOPTED**.
- (c) That the Annual Reports of the Ugu District Municipality and its Entities for the 2018 / 2019 Financial Year with the reservations as included in the comments in the Oversight Report as referred to in part (1) of the resolution be and is hereby **APPROVED**.
- (d) That the Oversight Report be made public in accordance with Section 129(3) of the Municipal Finance Management Act 56 of 2003.
- (e) That the Oversight Report be submitted to the Provincial Legislature in accordance with Section 132(2) Municipal Finance Management Act 56 of 2003 be **APPROVED**.

EXTRACTS FROM COMMITTEES

Extracts from the meeting of the Executive Committee held on 18 March 2020

C 79/03/20

SCM Monthly Performance Report for January 2020

The Speaker took members through the item.

Following which,

It was unanimously

RESOLVED:

- (a) That the SCM Monthly Performance Report for January 2020 be and is hereby **NOTED**.
- (b) That the Road Repairs and Reinstatements reflected to the Section 36 Deviations for 2019/2020 be submitted to the Municipal Public Accounts Committee (MPAC) for further investigation.

C 80/03/20 Write off on Incorrectly Transferred Take on Consumer Balance

The Speaker took members through the item.

Following which,

It was

RESOLVED:

- (a) That the report on the Write off on Incorrectly Transferred Take on Consumer Balance be and is hereby **NOTED**.
- (b) That all the take on balances amounting to R5 561 081.00 be and is hereby **WRITTEN OFF**.

C 81/03/20 Fruitless and Wasteful Expenditure

The Speaker took members through the item.

Following discussion,

It was unanimously

RESOLVED:

- (a) That the report regarding the Fruitless and Wasteful Expenditure be and is hereby **NOTED**.
- (b) That the list of Fruitless and Wasteful Expenditure be submitted to both the Internal Audit and Municipal Public Accounts Committee (MPAC) for further investigation and that consequence management be applied where applicable.
- (c) That a strategy on the Collection of Revenue be devised.

C 82/03/20 Progress Report on mSCOA Project Implementation

The Speaker took members through the item.

Following which,

It was unanimously

RESOLVED:

- (a) That the progress report on the mSCOA Project Implementation be and is hereby **NOTED**.

- (b) That the MFMA Budget Circular No. 98 of 06 December 2019 be and is hereby **NOTED**.

C 83/03/20 Effective Date of Changing Interest Arrear Debtors

The Speaker took members through the item.

Following which,

It was unanimously

RESOLVED:

- (a) That the report on the effective date of changing interest arrears debtors be and is hereby **NOTED**.
- (b) That, it be noted that the effective date for changing of interest on arrear debtors accounts be changed to 01 April 2020 instead of 01 March 2020, in order to allow proper consultation to take place.

C 84/03/20 Write Off of Debt Owed by Customers in the Imfume Area

The Speaker took members through the item.

Following which,

It was unanimously

RESOLVED:

- (a) That the report on the Write Off of Debt Owed by Customers in the Imfume Area be and is hereby **NOTED**.
- (b) That the outstanding debt amount of R2 598 119.46 owed by customers of Imfume be and is hereby **WRITTEN OFF** after applying the deposit amounts held.

C 85/03/20 Write Off of Water Availability Charges on Properties owned by Hume Housing

The Speaker took members through the item.

Following which,

It was unanimously

RESOLVED:

- (a) That the report on the Write Off of Water Availability Charges on Properties owned by Hume Housing be and is hereby **NOTED**.

- (b) That the outstanding balance of R2 085 580.61 on the properties owned by Hume Housing be and is hereby **WRITTEN OFF**.
- (c) That the properties registered to Hume Housing in Gamalakhe be classified as zero rated.

C 86/03/20 Waiver of Penalties on Water Availability Accounts

The Speaker took members through the item.

Following which,

It was unanimously

RESOLVED:

- (a) That the report on the Waiver of Penalties on Water Availability Accounts be and is hereby **NOTED**.
- (b) That the penalties and collection charges on water availability accounts settled by 30 June 2020 be and are hereby **WAIVED**.

C 87/03/20 Progress Report on Technical Verification of Infrastructure

The Speaker took members through the item.

Following which,

It was

RESOLVED:

That the progress made by the appointed Services Provider (PAWACONS) on infrastructure data verification be and is hereby **NOTED**.

C 88/03/20 2019 / 2020 GIS Policy Review

The Speaker took members through the item.

Following which,

It was

RESOLVED:

- (a) That the report regarding the 2019 / 2020 GIS Policy Review be and is hereby **NOTED**.
- (b) That the report regarding the 2019 / 2020 GIS Policy Review be and is hereby **APPROVED**.

C89/03/20 Human Resource – Capacity Building – Policy Reviews

The Speaker took members through the item.

Following which,

It was

RESOLVED:

- (a) That the report regarding the Human Resource – Capacity Building – Policy Reviews be and is hereby **NOTED**.
- (b) That the Human Resource – Capacity Building – Policy Reviews be and is hereby **APPROVED**.

C 90/03/20 Draft ICT ROI Policy

The Speaker took members through the item.

Following which,

It was

RESOLVED:

- (a) That the report regarding the Draft ICT ROI Policy be and is hereby **NOTED**.
- (b) That the ICT ROI Policy be and is hereby **APPROVED**.

C 91/03/20 2019 / 2020 ICT Disaster Recovery Plan

The Speaker took members through the item.

Following which,

It was

RESOLVED:

- (a) That the report regarding the 2019 / 2020 ICT Disaster Recovery Plan be and is hereby **NOTED**.
- (b) That the 2019 / 2020 ICT Disaster Recovery Plan be and is hereby **APPROVED**.

MINUTES FROM COMMITTEES

C 92/03/20

Minutes of the Meeting of the 46th Executive Committee held on 19 February 2020

The Speaker took members through the minutes of the 46^h meeting of the Executive Committee held on 19 February 2020.

Following which,

It was unanimously

RESOLVED:

That the Confirmed Minutes of the 46th Meeting of the Executive Committee held on 19 February 2020 be and are hereby **NOTED**.

URGENT MATTERS

C 93/03/20

Organisational COVID-19 Response Plan

The General Manager: Corporate Services took members through the item.

He apprised members of the Organisational COVID-19 Response Plan. He then took members through the following aspects on the plan, namely:

- Purpose of the Plan;
- Objectives of the Plan;
- COVID-19 Environmental Health Guidelines;
- Prevention Measures;
- Isolation in the event of a Suspect COVID-19 at Work;
- Social Distancing;
- Occupations at Risk;
- Reporting of Incidents; and
- Contact Numbers.

Following which,

It was unanimously

RESOLVED:

- (a) That the report on the Organisational COVID-19 Response Plan be and is hereby **NOTED**.
- (b) That the Organisational COVID-19 Response Plan be and is hereby **APPROVED**.

C 94/03/20

Recess Committee

The Speaker took members through the item.

Adding, the Mayor requested that Circular No.8, received from CoGTA should be circulated to all members.

Following which,

It was unanimously

RESOLVED:

- (a) That the report on the Recess Committee be and is hereby **NOTED**.
- (b) That the Council be and is hereby on recess from 27 March 2020 to 16 April 2020.
- (c) That the reminder on the resolution taken on 05 December 2019, that all Exco members including the Speaker be members of the Recess Committee be and is hereby **NOTED**.

IN COMMITTEE MATTERS

[At that stage of the proceedings, the Cllr Mthethwa moved for the meeting to move in-committee and was seconded by Cllr Dladla].

C 95/03/20

In-Committee Minutes of the 38th meeting of the Ugu District Municipal Council held on 27 February 2020

The Speaker took members through the In-Committee Minutes of the 38th meeting of the Ugu District Municipal Council held on 27 February 2020.

Following which,

It was

RESOLVED:

That the In-Committee Minutes of the 38th meeting of the Ugu District Municipal Council held on 27 February 2020 be and are hereby **CONFIRMED**.

C 96/03/20

In-Committee Minutes of the Special Meeting of the Ugu District Municipal Council held on 12 February 2020

The Speaker took members through the In-Committee Minutes of the Special Meeting of the Ugu District Municipal Council held on 12 February 2020.

Following which,

It was

RESOLVED:

That the In-Committee Minutes of the of the Special Meeting of the Ugu District

Municipal Council held on 12 February 2020 be and are hereby **CONFIRMED**.

C97/03/20 Appointment of Audit Committee Member

The Deputy Mayor took members through the item.

Following which,

It was unanimously

RESOLVED:

- (a) That the report regarding the Appointment of the Audit Committee Member be and is hereby **NOTED**.
- (b) That the appointment of Ms Leah Khumalo as the external member of the Audit Committee be and is hereby **APPROVED**.

C 98/03/20 Appointment of Audit Committee Chairperson

The Speaker took members through the item. She then requested that the said item should be deferred.

Following which,

It was unanimously

RESOLVED:

That the report on the Appointment of Audit Committee Chairperson be and is hereby **DEFERRED**.

C 99/03/20 Circular No.8 from CoGTA

The Mayor took members through the above-mentioned Circular No.8, from CoGTA that was circulated to all members.

Following discussion,

It was unanimously

RESOLVED:

That the report relating to Circular No.8 from CoGTA be and is hereby **NOTED**.

[At that stage of the proceedings, the Cllr LMR Ngcobo moved for the meeting to move out of committee and was seconded by Cllr Caluza.]

C99/03/20 DATE OF NEXT MEETING

It was noted that the date of the next meeting was scheduled for 23 April 2020.

C 100/03/20

CLOSURE

There being no further items for discussion, the Speaker declared the meeting closed at 13h05.

CHAIRPERSON: -----

DATE: -----