



BREDE VALLEY
MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

30 Baring Street, Worcester, Western Cape,
South Africa, 6849, Private Bag X3046

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MINUTES

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE OF THE BREDE VALLEY MUNICIPALITY

2019-04-04 AT 10:00

**MINUTES MUNICIPAL PUBLIC ACCOUNTS COMMITTEE MEETING OF 2019-04-04
THE BREEDE VALLEY MUNICIPALITY**

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**MINUTES MUNICIPAL PUBLIC ACCOUNTS COMMITTEE MEETING OF 2019-04-04
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1. WELCOME AND ATTENDANCE

In terms of the Rules of Order for Internal Arrangement By-Law 2012 the chairperson must take the chair at the time stated in the notice of the meeting or as soon thereafter as is reasonably possible: provided that the meeting does not commence later than 30 (thirty) minutes after the time stated in the notice of the meeting and must proceed immediately with the business of the meeting.

The Chairperson opened the meeting at 10:10 am, welcomed everyone present and asked Cllr J. Robinson to open the meeting with prayer.

2. APOLOGIES

Cllr. Buswana informed the chairperson that she would be late. The following Councillors attended the meeting: N. Nel; J. Jack; M. Jacobs; T. Wehr; E. VdWesthuizen; L. Willemse; J. Robinson and N. Buswana. No apologies were received from Cllr. C. Wilskut and V. Mngcele.

3. CONFIRMATION OF AGENDA

The Chairperson confirmed the Agenda with no amendments.

4. MINUTES OF THE PREVIOUS MEETING

4.1. CONFIRMATION OF MINUTES

Municipal Public Accounts Committee Meeting held on 20 February 2019.

The Committee approved the Minutes unanimously.

5. STATEMENTS AND COMMUNICATIONS BY CHAIRPERSON

The Chairperson raised her concern regarding the functionality of the MPAC and informed the committee to remember that MPAC is a committee of council and they do what council requested MPAC to do.

The Chairperson further informed the committee that when councillors will be absent, that they must notify her or the speaker and that councillors fill in a leave form.

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6. AGENDA

6.1 Investigation into progress and/or implementation of council resolution C31/2017, Avianpark Crime Prevention Program.

- Mr. E Cloete gave clarity to the committee with regards to council resolution. He informs the committee that it could not be established what the R300 000.00 had reference to specifically. With regards to the R500 000.00, nearly R200 000.00 was used and there is supporting documentation regarding this. Mr. Cloete informed the committee that he consulted with the Speaker and the Mayor who approached the Provincial Government who also made R500 000.00 available, but it was not paid to the Municipality therefore no reporting can be done at this stage regarding their expenditure. Mr. Cloete further informs the committee regarding the Million Rand that formed part of the discussion, that R500 000.00 is available in the current financial year which complements the initial discussion of a Million Rand.
 - The MM clarifies that the question derives not only from the budget, but the question also relates to the interventions that had been made surrounding crime prevention in the Avian Park area and there were also other interventions in the area. An example was the cleaning in the area on a rotational basis by using contractors from the specific area, and this was part of an intervention. A total of 19 contractors were used from the specific area which amounted to approximately 1.368 million rand for that purposes. Also, currently 45 EPWP workers from the area are being used. To assist the youth, 8 candidates were assisted out of the Avianpark area with regards to the bursary scheme which cost the Municipality R27 500. The MM informs the committee that this is not a full bursary, but the Municipality only provides assistance to the individuals. There were also learnership opportunities which included welding, painters and construction and road maintenance concluded with Boland College. For this area specifically, 14 learners were on board and the expenditure amounted to R312 000.00. There were also Ward based projects, of which the documentation is available, which includes aspects like gardens and soup kitchens etc, and the costs of these projects amounted to R47 255.00. The MM informed the committee that the essence of this is that the focus was only on one amount but, the one amount does not represent the full scope of interventions that were actually made and that is why the other aspects were cited as part of the total perspective.
 - Cllr. J Robinson asks regarding the R100 000 ward-based projects and what will be done today regarding this.
 - Cllr. Nel states that the agenda points for today relates to the R500 000.00 that were made available for the Avian Park Crime Prevention and that the request was what was done with the R500 000.00 for security. The second point relates to the telephone records of the Mayco office.
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- Cllr. J Robinson asks whether the information is available regarding the projects mention above.
 - Cllr. N Nel informs Cllr. J Robinson that Mr. E Cloete stated earlier that information is available on request.
 - Cllr. T Wehr informs the committee that the R500 000.00 of province was applied for by the council and approved. This is where IR change comes in and the process was through a tender process. They did not give a report to the Municipality but gave a report to the Department of Community safety. The other R500 000.00 is still available as mentioned by Mr. Cloete.
 - Cllr. J Robinson states that there are also other areas that needs to be attended to and the focus should not only be on Avian Park. Cllr. Robinson further states that there should be looked at the success rate when projects are implemented.
 - The MM informs the committee that detailed information is available. The MM requests that the information regarding the engagement of individuals with '*IR Change*' needs to be protected with care. The success of the project can't be attested to currently because of current circumstances still prevailing. The MM informs Cllr. Robinson that the other interventions which he cited was not only for the Avian Park area, but the information cited was only the Avian Park portion. There is a bigger scope across the board.
 - Cllr. Nel asks if these projects were paid from the R500 000.00.
 - The MM answers no, but some of it was. The MM informs the committee that the reason that mention is made regarding other interventions is to give feedback regarding interventions as whole, but if the committee wants to limit the scope to the R500 000.00, then it can be done.
 - Cllr. J Jack raises his confusion regarding R500 000.00 that needed to be utilised for Avian Park. Cllr. Jack raises concern regarding other wards in Breede Valley. Cllr. Jack mentions violence currently in Riverview and why money cannot be provided to other wards.
 - Cllr. Nel states that the item on the agenda is the R500 000.00 regarding Avianpark and the interventions of the company *IR Change* that needs to be discussed. Cllr. Nel states that the way she sees the question is, whether it was a waste of money using *IR Change* or not.
 - The MM states that the company only did the assessment regarding the status in Avian Park. The MM states that Province paid the one payment of R500 000.00
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and our portion was a R300 000.00 payment which a report was received for and put before council by Mr. J Martinus at the time. The MM states that along with that we paid R200 000.00 and that we also received a grant from APL.

- Cllr. E van De Westhuizen, states that R500 000.00 was given to do the assessment to *IR Change* and that they will come back with suggestions that must be implemented. The Cllr asks who will be responsible for the expenditure with regards to the implementation of the suggestions based on the completed assessment. Cllr. Van de Westhuizen states that *IR Change* received the payment but what is given back from the R500 000.00 into the community.
 - Cllr. Nel states that consultation companies are generally paid per hour for their time and for solutions and asks if there is a report regarding the R500 000.00 paid to the company.
 - The MM states that there is a report regarding our portion which is R300 000.00 and it was tabled in council. The MM further states that the Municipality's duty is to provide a clean and healthy environment. The other responsibilities regarding social welfare will be external bodies and other departments. The MM states it is difficult to express value for money. Cleaning was directed to the Municipality; therefore, contractors in the area was implemented; youth support was developed, and this is the reason why the information regarding other interventions were cited.
 - Cllr. J Robinson states that crime prevention is not the primary function of the Municipality. Cllr. Robinson suggests that part of a recommendation that we need to develop should be that the municipality should be part of a crime prevention strategy and that other departments should be held accountable for their role in the strategy.
 - Cllr. Robinson raises concern regarding the skills development of the youth and what will happen with the students that went through learnerships.
 - Cllr. T Wehr gives clarity to the committee that students were sent to Christians Academy and Northlink Colleges and there is still youth going. With regards to Christians Academy the student is offered a 1-year employment contract after completion of learnership and the expenditure of the employment contract is paid by Department of Community Safety. After the one year and the student had performed in the workplace, they may be accommodated if the vacancies arise.
 - Cllr. L Willemse asks how information was advertised regarding skills development.
 - The MM states that it was not only meant for Avian Park but, for the whole Breede Valley and that it was widely advertised.
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- Cllr. J Robinson states that a critical role needs to be implemented by education Department if we want to look at the success of this skills development program.
 - The MM states that he supports what Cllr. Robinson is indicating and that what we are doing is very little in accordance with other the mandate that we need to fulfil. The MM states that stakeholder engagements regarding these issues is important and that we need to find a strategy to collectively address the challenge.
 - Cllr. E Van de Westhuizen states that the Municipality cannot intervene alone, and other departments needs to intervene.
 - The MM states that there was an arrangement with Boland College to let students to in-house training with certain businesses in the area.
 - Cllr. Nel ask how many students who received skills development were gangsters or responsible for crime in Avian Park was there a real solution regarding crime prevention in Avian Park.
 - The MM states that this is not an undignified process. The target group of the skills development program was grade 9 and unemployed to provide them with a skill. It is difficult to say what impact the program had on crime prevention.
 - Cllr. Nel ask whether the R500 000.00 was utilised or wasted or is there something else on the table to help the community out there.
 - The MM states that according to him, the portion that the Municipality spent, was well spent in the time frame when people were committed and busy.
 - Cllr. Buswana, asks whether we got value for our money and asks if there is a report on this in order to scrutinise the report if there is one. Cllr. Buswana states that according to her the money spent in Avian Park has not made a difference because the situation is still the same.
 - Cllr. Jack states that he would not say that the money was not used for the purpose meant for. The problem is still the same although the money was enrolled. Cllr. Jack states that the council tried to intervene and did create various opportunities. The Cllr states that consultants are not the option and that sport is a tool that is within the community that can be utilised as a strategy.
 - Cllr. Nel states that a recommendation needs to be formulated to council.
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Recommendation:

That the Municipality must draft a Safety Strategy, together with other stakeholders such as Provincial, National Government and other stakeholders, led by the Deputy Mayor, and a progress report to be tabled to council at the next council meeting.

- The MM states that the strategy needs to lead to implementation rather than assessments.
- Mr. E Cloete informs the committee that it takes note with regards to the instruction to the committee which is the council resolution and asks that a discussion regarding the multi-party committee take place. That the committee take note that the R300 000.00 could not be established where it came from. In terms of the R 1 Million, that there is currently R500 000.00 in the current financial year available.
- Cllr. J Robinson states that the community leaders with the councillor in the area should take responsibility for the specific area.
- Mr. Cloete informs the committee that it is common knowledge that the multi-party committee was not functional and suggests to the committee that a recommendation be tabled to council regarding this.

Final Recommendation:

- That Council takes note that the MPAC Committee has analysed the council resolution and recommends the following:
 - i. That the committee has exercised oversight on the expenditure of the intervention programs in Avian Park;
 - ii. That a safety strategy be developed with other stakeholders such as Community, Provincial and National Government.

Cllr. Nel states that the councillors go and discuss it with their various caucus and the matter be discussed at the council meeting to see if there is progress.

6.2 TELEFOON REKORDS VAN DIE BURGERMEESTER EN HAAR KOMITEE. C94/2018.

- Cllr. Nel reads the Council Resolution regarding the telephone records and makes the item available for discussion.
 - The MM states that the request was that the Municipal Manager compile a report and make it available to MPAC. A report was made as per council resolution and was analysed from date from implementation. The MM clarifies the difference
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between the official code and private pin code usage and request Mr. Cloete to guide the committee through the report.

- Cllr. Nel states that the recommendation of the council resolution does not match the instruction in the motion.
 - The MM states that the report is based on the council resolution which is considered as the instruction to be implemented.
 - Mr. E Cloete guides the committee through the content of the report.
 - Cllr. Nel ask whether official calls are only calls within the municipality.
 - The MM states that the individual must stipulate whether the call is private or official and there is a responsibility on management and supervisors to monitor the possible misuse of phone calls because they receive monthly reports which must be supervised. The MM states that certain restrictions were rolled out throughout the Municipality as mentioned in the report.
 - Cllr. Buswana asks regarding the date of implementation and the trail period and whether the information in the document in the report has been tested.
 - The MM states that yes it was tested, and the information provided was from date of implementation of the new monitoring system.
 - Mr. Cloete informs the committee that the new monitoring system was developed because the previous system could not detect between private and official calls.
 - Cllr. J Robinson asks regarding the access allowance to all councillors.
 - The MM states that the allowance provide for an access usage allowance and it is not restricting anything certain councillors use cell phones for calls. The tools of trade for full time councillors provides a telephone and provides official calls.
 - Cllr. J Robinson ask whether a councillor like himself can come in to make a call to a taxpayer and whether this is allowed.
 - Mr. Esau states that a call cannot be made without a pin. There is a process to get a pin and without the pin the councillor cannot make a call. All the phones are aligned to a pin.
 - Cllr. J Robinson asks whether the other towns are excluded from this exercise.
 - The MM responded that all towns are included.
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- Cllr. Robinson asks whether there have been situations of suspicious telephone calls.
- The MM states that the executive analyses the top 100 list of calls and directly zoom into the person responsible, time frames and what call was all about. The MM informs the committee regarding restrictions implemented that were made and explains the process how the restrictions on telephone calls works currently.
- Cllr. Nel asks regarding the councillors with no telephone usage records.
- The MM states that the report does not indicate that the individual councillors did not make any calls, and that all individuals have a pin code but that none of the pins of the individuals were attached to calls under the reviewed period.
- Cllr. Nel asks the possibility regarding the review of the printed telephone records at the next MPAC meeting.
- Mr. Cloete informs the committee that for the months that there are no telephone calls attached to councillors he is unable to provide supporting documentation because there are no supporting records.
- Cllr. J Robinson states that he withdraws himself from the review of the documents.
- Cllr. Buswana states that the review of documents should be done collectively and not individually.
- Cllr. Nel ask the committee whether they are happy with the report and that a recommendation be tabled to council.
- Cllr. Jacobs states that she is happy with the report that was presented.
- Cllr. J Robinson requested that it be recorded that he withdraws from any recommendations and reviews of telephone records;

Recommendation:

The committee recommends:

- That the committee has reviewed the report of the telephone usage as per council resolution submitted by the MM to the MPAC.**
 - The committee recommends to council that the Municipal Manager must ensure that monitoring on the telephone usage are taking place on a more regular basis.**
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7. CLOSING

The chairperson closed the meeting at 12:55.

ANNEXURE B



BREED VALLEY
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REPORT: TELEPHONE RECORDS OF MAYOR AND HER COMMITTEE_RESOLVED C94/2018

'n Unieke en sorgsame vallei van uitmuntende diens, geleenthede en groei.

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Final

Introduction



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Objective of report

This report is a mandated instruction from council in respect of Resolution C94/2018 “*Telefoon Rekords Van Die Burgmeester en Haar Kommittee*”, dated 2018-11-12.

“Discussed by Council at the Special Council Meeting held on 12 November 2018

- 1. Council notes that at present no evidence exists that any member of the Mayoral Committee is conducting private business from the Municipal premises;*
- 2. That the Municipal Manager be instructed to compile a report on the telephone usage of the members of the Mayoral Committee as from date of the implementation of the new monitoring system;*
- 3. That the report be made available to MPAC for scrutiny and MPAC report to Council their findings.”*



Disclaimer Notice

Please note that all the information used in this report was solely used for purposes of concluding this report. This document has no binding effect on any Act/legislation/policies of Parliament/Municipalities or court rulings.

i. Documents/clips reviewed

1. Notice of Motion dated 2018-11-12.
2. Extracted telephone records, February 2018- February 2019.
3. BVM Revised Contract (Telephone Monitoring System), 26 February 2018.



ii. Background

- The motion; “*Telefoon Rekords van Burgermeester en Haar Komitee*” was tabled by Councillor Colin Wilskut at the Council meeting on 30 October 2018. The full disclosure of details of the motion is attached.

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9. CONSIDERATION OF NOTICES OF MOTION AND NOTICES OF QUESTIONS WHICH SHALL APPEAR ON THE AGENDA IN THE ORDER IN WHICH THEY HAVE BEEN RECEIVED BY THE MUNICIPAL MANAGER

9.1 TELEFOON REKORDS VAN BURGERMEESTER EN HAAR KOMITEE

KENNISGEWING: MOSIE IN TERME VAN ARTKEL 31(2).

Ek Raadslid COLIN WILSKUT gee hiermee kennis ingevolge artikel 31(2) van Reglement van orde afgekondig by PK 7118/12.04/2013 dat ek van voorneme is om tydens die Raadsvergadering gehou te word op 30 Oktober 2018, die mosie soos hieronder uiteengesit, ter tafel sal lê en voorgestel word dat:

MOSIE: TELEFOON REKORDS VAN BURGERMEESTER EN HAAR KOMITTEE

Dat die Munisipale Bestuurder die inligting soos uiteengesit en aangevra in meegaande mosie met onmiddellike effek beskikbaar moet stel. Dat die volledige telefoon rekord soos aangevra voor die raad gebring moet word op die daarop volgende raadsvergadering.

- (a) Dat verslag gegee moet word van die vordering oor die implimentering van die telefoon rekord stelsel in die burgermeesters komitee kantore.
- (b) Dat alle telefoon rekords van die Uitvoerende Burgermeester vanaf 01 Januarie 2018 tot 30 September 2018 beskikbaar gestel moet word.
- (c) Dat alle telefoon rekords van die burgemeester komitee lede vanaf 01 Januarie 2018 beskikbaar gestel moet word.
- (d) Dat 'n verslag van die totale telefoonkoste van die Burgemeester en haar komiteelede wat die maandelikse betaling van telefoonkoste vir die afgelope boekjaar 2017/2018 uitwys. beskikbaar gestel moet word.

Hierin gemotiveer soos volg:

Hierdie mosie is 'n opvolg op 'n vorige mosie waar die raad die saak na MPAC verwys het. Laasgenoemde het sekere tekorte uitgewys en het die raad 'n finale besluit gehad dat die telefoon stelsel by die burgermeesters komitee geimplimenter moet word. Dit is duidelik en gemenesaak dat die uitvoerende Burgermeester sommige komitee lede verlop gegee het om privaat werk te kan doen. en is daar daarvolgens 'n verpligting op die raad en die burgermeester om 'n oorsig rol te vervul oor alle raadslede wat munisipale telefone gebruik.

Sodoende kan die raad voorkom dat raadslede die raad se telefone misbruik, en of die raadslede hul private besighede vanaf die munisipale persele bedryf




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Met alles in ag geneem behoort die besluit soos uiteengesit in hierdie kennisgewing van mosie deur die Raad aanvaar te word.

Geteken: RDL. C WILSKUT



Datum: 19/10/2018

Ontvang:



Datum: 2018/05/19

17h00

- Instructions were given to the Municipal Manager at the Special Council Meeting held on 12 November 2018 to compile a report on the telephone usage of members of the Mayoral Committee as from date of the implementation of the new monitoring system.
 - The information outlined below was received from the ITC and Finance department.
-

Final

iii. Report

- The date of implementation of the new monitoring system referred to in resolution C94/2018 was 01 March 2018. Mr. Zanoxolo Solomon: Senior Manager ICT, confirmed that the Service Provider, *Adapt IT*, had a trail run with the new monitoring system in February 2018 and the system was fully implemented 01 March 2018.
- According to the contract, *Adapt IT* will provide the following solution offering to manage and administer communication vendors and associated expenditure to achieve system reliability:
 - TLM Expense module
 - TLM Usage module
 - TLM Mobility module.
- On 17 May 2018 a communication was sent by the Municipal Manager to all staff members of the Breede Valley Municipality that restrictions were made on telephone calls throughout the Municipality.
- In terms of the Council Resolution and communicated by Mrs. Sadie Hector: Receptionist; Mayco Office, the current Mayoral Committee consists of the following Councillors with their PA's:

| | | |
|------------------------------------|---|-------------------|
| 1) Cllr. S Steyn (Executive Mayor) | - | Sharyka Koopman |
| 2) Cllr. N Mercuur (Speaker) | - | Jolandè Schneider |
| 3) Cllr. W Meiring | - | Lana Tembu |
| 4) Cllr. M Sampson | - | Lana Tembu |
| 5) Cllr. J Von Willingh | - | Lauren Uys |
| 6) Cllr. S Mei | - | Lauren Uys |
| 7) Cllr. J Van Zyl | - | Julie Van Wyk |
| 8) Cllr. E Sheldon | - | Julie Van Wyk |
| 9) Cllr. R Farao | - | Leandra Basson |
| 10) Cllr. J Kritzinger | - | Leandra Basson |
| 11) Cllr. J Levendal | - | Sharon Lekay |

- Additional officials of the Mayco Office is Mrs. Sadie Hector: Receptionist; Mrs J Le Roux: Office Manager and Mr. F Richards: Driver/Messenger.
 - Mr. Jonathan Vaughn was replaced by Mr. F Richards as Driver/Messenger.
 - Mrs. Lana Tembu was also the PA of Cllr. G Stalmeester who resigned in 2018 and was replaced by Cllr. J Von Willingh as member of the Mayoral Committee. Mr. C Jacobs Acted as PA for a period when Mrs. Lana Tembu was on maternity leave.
 - Mrs. Lana Tembu rotated with Mrs. Lauren Uys as the PA to Cllr. M Sampson.
 - Mr. Alvin Visser acted as PA while Mrs. Leandra Basson was on Maternity leave. Mrs. Basson has since quit employment from Breede Valley Municipality and replaced by Mrs. Madelie Roussow who is the PA of Cllr. Farao and Cllr. Sheldon.
-

iv. Analysis of Telephone Calls

Mayoral Office February 2019

The information below is captured from reports provided by Mr. Mawanda Ndamoyi: Clerk; Finance. The Information captured is the available information as per monitoring system implemented from February 2019 – February 2018 and is VAT excluded.

Official Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|------------------|-----------|-----------------|-----------------------------|--------------------|
| KRITZINGER, JP | 82870 | 28 | 01:01:44 | 58,37 |
| LEVENDAL, JD | 8605 | 1 | 00:01:15 | 0,51 |
| MEI, SJ | 82861 | 15 | 00:26:23 | 24,53 |
| SAMPSON, M | 82847 | 9 | 00:12:59 | 12,97 |
| VON WILLINGH, JJ | 82873 | 52 | 01:49:10 | 101,28 |
| SHELDON, EY | 82866 | 25 | 00:39:40 | 40,06 |

Private Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|----------------|-----------|-----------------|-----------------------------|--------------------|
| KRITZINGER, JP | 82870 | 17 | 00:21:24 | 12,2 |
| SAMPSON, M | 82847 | 1 | 00:02:57 | 3,37 |

Telephone Calls by Personal Assistants/Additional Officials of Mayco Office

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|------------|-----------|-----------------|-----------------------------|--------------------|
| HECTOR, SL | 2854 | 2 | 00:00:05 | 0,03 |
| BASSON, L | 2869 | 80 | 01:54:45 | 108,82 |
| JACOBS, C | 2849 | 6 | 00:00:34 | 0,61 |

| | | | | |
|--------------|------|-----|----------|--------|
| UYS, S | 2842 | 216 | 03:54:13 | 224,42 |
| LE ROUX, J | 2850 | 84 | 01:24:14 | 65,56 |
| SCHNEIDER, J | 2846 | 167 | 03:31:04 | 191,36 |
| TEMBU, SLC | 2849 | 116 | 02:19:28 | 112,84 |
| RITTZE, LJ | 2855 | 145 | 02:51:04 | 144,53 |
| VAN WYK, JG | 2865 | 61 | 01:01:53 | 56,42 |
| LAKEY, S | 2844 | 83 | 01:34:40 | 93,04 |

| Summary of Calls February 2019 | | | |
|--------------------------------|------|----------|---------|
| Grand Total Records: | 1108 | 23:07:32 | 1250,92 |
| Business Calls: | 1090 | 22:43:11 | 1235,35 |
| Private Calls: | 18 | 00:24:21 | 15,57 |
| Unclassified Calls: | 0 | 00:00:00 | 0 |

Mayoral Office January 2019

Official Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|------------------|-----------|-----------------|-----------------------------|--------------------|
| KRITZINGER, JP | 82870 | 6 | 00:17:42 | 15,37 |
| LEVENDAL, JD | 82843 | 7 | 00:08:01 | 4,03 |
| MEI, SJ | 82861 | 12 | 00:11:43 | 11,87 |
| SAMPSON, M | 82847 | 18 | 00:38:06 | 27,78 |
| VON WILLINGH, JJ | 82873 | 51 | 01:13:11 | 61,82 |
| SHELDON, EY | 82866 | 2 | 00:05:07 | 5,85 |

Private Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|------------|-----------|-----------------|-----------------------------|--------------------|
| SAMPSON, M | 82847 | 38 | 00:55:42 | 55,88 |

Telephone Calls by Personal Assistants/Additional Officials of Mayco Office

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|-------------------------------|-----------|-----------------|-----------------------------|--------------------|
| HECTOR, SL | 2854 | 3 | 00:00:14 | 0,23 |
| JACOBS, C | 2849 | 1 | 00:00:01 | 0,02 |
| BASSON, L | 2869 | 47 | 00:50:06 | 39,31 |
| UYS, S | 2842 | 40 | 00:50:36 | 47,94 |
| LE ROUX, J | 2850 | 10 | 00:13:22 | 13,2 |
| SCHNEIDER, J | 2846 | 43 | 00:59:50 | 38,36 |
| TEMBU, SLC | 2849 | 15 | 00:08:39 | 5,37 |
| RITTZE, LJ | 2855 | 26 | 00:38:35 | 28,63 |
| VAN WYK, JG | 2865 | 16 | 00:23:31 | 24,38 |
| Summary of Calls January 2019 | | | | |
| Grand Total Records: | 335 | 07:34:26 | 380,04 | |
| Business Calls: | 297 | 06:38:44 | 324,16 | |
| Private Calls: | 38 | 00:55:42 | 55,88 | |
| Unclassified Calls: | 0 | 00:00:00 | 0 | |

Mayoral Office Calls December 2018

Official Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|------------------|-----------|-----------------|-----------------------------|--------------------|
| KRITZINGER, JP | 82870 | 20 | 00:29:05 | 27,49 |
| LEVENDAL, JD | 82847 | 7 | 00:07:45 | 8,87 |
| MERCUUR, NP | 82845 | 5 | 00:06:13 | 6,86 |
| SAMPSON, M | 82847 | 30 | 00:32:20 | 28,16 |
| VON WILLINGH, JJ | 82847 | 6 | 00:05:29 | 6,27 |
| SHELDON, EY | 82866 | 9 | 00:08:27 | 9,67 |

Private Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|------------|-----------|-----------------|-----------------------------|--------------------|
| SAMPSON, M | 82847 | 60 | 01:07:47 | 51,16 |

Telephone Calls by Personal Assistants/Additional Officials of Mayco Office

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|--------------|-----------|-----------------|-----------------------------|--------------------|
| HECTOR, SL | 2854 | 2 | 00:00:14 | 0,27 |
| BASSON, L | 2869 | 69 | 01:33:35 | 76,88 |
| UYS, S | 2842 | 114 | 01:48:07 | 93,03 |
| LE ROUX, J | 2850 | 12 | 00:11:22 | 12,9 |
| SCHNEIDER, J | 2846 | 104 | 01:51:50 | 98,46 |
| TEMBU, SLC | 2849 | 61 | 01:18:43 | 57,23 |
| RITTZE, LJ | 2855 | 34 | 00:51:24 | 41,26 |
| VAN WYK, JG | 2865 | 126 | 01:24:41 | 68,72 |
| LAKEY, S | 2844 | 44 | 00:40:21 | 33,54 |

| Summary of Calls December 2018 | | | |
|--------------------------------|-----|----------|--------|
| Grand Total Records: | 703 | 12:17:23 | 620,77 |
| Business Calls: | 643 | 11:09:36 | 569,61 |
| Private Calls: | 60 | 01:07:47 | 51,16 |
| Unclassified Calls: | 0 | 00:00:00 | 0 |

Mayoral Office Calls November 2018

Official Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|------------------|-----------|-----------------|-----------------------------|--------------------|
| KRITZINGER, JP | 82870 | 100 | 04:10:45 | 212,88 |
| LEVENDAL, JD | 82847 | 17 | 00:22:48 | 25,57 |
| MEI, SJ | 82861 | 70 | 00:50:47 | 48,42 |
| MERCUUR, NP | 82845 | 35 | 00:52:59 | 55,14 |
| SAMPSON, M | 82847 | 49 | 01:46:39 | 86,37 |
| VON WILLINGH, JJ | 82847 | 101 | 03:23:31 | 181,77 |
| SHELDON, EY | 82866 | 46 | 01:19:16 | 86,61 |

Private Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|------------|-----------|-----------------|-----------------------------|--------------------|
| SAMPSON, M | 82847 | 65 | 01:20:00 | 52,28 |

Telephone Calls by Personal Assistants/Additional Officials of Mayco Office

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|--------------|-----------|-----------------|-----------------------------|--------------------|
| HECTOR, SL | 2854 | 2 | 00:00:25 | 0,36 |
| JACOBS, C | 2869 | 6 | 00:01:46 | 1,93 |
| BASSON, L | 2849 | 67 | 01:20:11 | 68,4 |
| UYS, S | 2842 | 299 | 05:05:49 | 252,49 |
| LE ROUX, J | 2850 | 12 | 00:32:40 | 30,73 |
| SCHNEIDER, J | 2854 | 131 | 02:56:48 | 157,72 |
| TEMBU, SLC | 2849 | 134 | 02:17:48 | 98,17 |
| RITTZE, LJ | 2855 | 121 | 02:26:43 | 137,69 |
| VAN WYK, JG | 2865 | 103 | 02:02:33 | 84,92 |
| LAKEY, S | 2844 | 168 | 03:32:20 | 193,55 |

| Summary of Calls November 2018 | | | |
|--------------------------------|------|----------|---------|
| Grand Total Records: | 1526 | 34:23:48 | 1775 |
| Business Calls: | 1461 | 33:03:48 | 1722,72 |
| Private Calls: | 65 | 01:20:00 | 52,28 |
| Unclassified Calls: | 0 | 00:00:00 | 0 |

Mayoral Office Calls October 2018

Official Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|----------------|-----------|-----------------|-----------------------------|--------------------|
| KRITZINGER, JP | 82870 | 47 | 02:06:11 | 107,66 |

| | | | | |
|---------------------|-------|----|----------|--------|
| LEVENDAL, JD | 82847 | 12 | 00:32:13 | 21,99 |
| MEI, SJ | 82861 | 73 | 01:36:47 | 87,74 |
| MERCUUR, NP | 82845 | 49 | 01:40:09 | 80,92 |
| SAMPSON, M | 82847 | 38 | 01:03:03 | 53,91 |
| VON WILLINGH, JJ | 82847 | 15 | 00:39:40 | 23,54 |
| SHELDON, EY | 82866 | 78 | 01:51:45 | 114,41 |

Private Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|------------|-----------|-----------------|-----------------------------|--------------------|
| SAMPSON, M | 82847 | 102 | 01:18:30 | 54,5 |

Telephone Calls by Personal Assistants/Additional Officials of Mayco Office

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|--------------|-----------|-----------------|-----------------------------|--------------------|
| HECTOR, SL | 2854 | 18 | 00:02:43 | 1,35 |
| BASSON, L | 2869 | 118 | 02:57:11 | 127,03 |
| JACOBS, C | 2849 | 28 | 00:19:24 | 16,57 |
| UYS, S | 2842 | 214 | 03:25:40 | 165,48 |
| LE ROUX, J | 2850 | 17 | 00:28:55 | 23,35 |
| SCHNEIDER, J | 2854 | 132 | 02:11:27 | 118,03 |
| TEMBU, SLC | 2849 | 108 | 01:38:08 | 89,65 |
| RITTZE, LJ | 2855 | 144 | 02:54:36 | 137,1 |
| VAN WYK, JG | 2865 | 113 | 02:11:58 | 87,06 |
| LAKEY, S | 2844 | 94 | 02:01:18 | 95,17 |

| Summary of Calls October 2018 | | | |
|-------------------------------|------|----------|---------|
| Grand Total Records: | 1400 | 28:59:38 | 1405,46 |
| Business Calls: | 1298 | 27:41:08 | 1350,96 |
| Private Calls: | 102 | 01:18:30 | 54,5 |
| Unclassified Calls: | 0 | 00:00:00 | 0 |

Mayoral Office Calls September 2018

Official Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|------------------|-----------|-----------------|-----------------------------|--------------------|
| KRITZINGER, JP | 82870 | 76 | 03:06:04 | 153,13 |
| LEVENDAL, JD | 82843 | 4 | 00:20:54 | 8,97 |
| MEI, SJ | 82861 | 67 | 01:14:39 | 73,45 |
| MERCUUR, NP | 82845 | 67 | 02:39:44 | 96,89 |
| SAMPSON, M | 82847 | 44 | 01:00:42 | 55,94 |
| VON WILLINGH, JJ | 82873 | 15 | 00:27:46 | 19 |
| SHELDON, EY | 82866 | 53 | 01:25:49 | 93,33 |

Private Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|------------|-----------|-----------------|-----------------------------|--------------------|
| SAMPSON, M | 6426 | 4 | 00:00:35 | 0,62 |

Telephone Calls by Personal Assistants/Additional Officials of Mayco Office

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|--------------|-----------|-----------------|-----------------------------|--------------------|
| HECTOR, SL | 2854 | 47 | 00:08:59 | 3,96 |
| BASSON, L | 2869 | 75 | 01:17:39 | 65,55 |
| JACOBS, C | 2849 | 44 | 00:24:19 | 20,05 |
| UYS, S | 2842 | 256 | 03:53:56 | 186,05 |
| LE ROUX, J | 2850 | 23 | 00:47:46 | 34,57 |
| SCHNEIDER, J | 2854 | 231 | 04:41:38 | 204,92 |
| TEMBU, SLC | 2849 | 73 | 01:18:27 | 59,6 |
| RITTZE, LJ | 2855 | 128 | 03:05:36 | 134,26 |
| VAN WYK, JG | 2865 | 46 | 00:54:47 | 42,71 |
| LAKEY, S | 2844 | 111 | 02:06:21 | 93,32 |

| Summary of Calls September 2018 | | | |
|---------------------------------|---------------------|----------|---------|
| Grand Total Records: | 1364 | 28:55:41 | 1346,32 |
| Business Calls: | 1358 | 28:47:25 | 1342,57 |
| Private Calls: | 4 | 00:00:35 | 0,62 |
| Unclassified Calls: | 2 (Von Willingh JJ) | 00:07:41 | 3,13 |

Mayoral Office Calls August 2018

Official Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|----------------|-----------|-----------------|-----------------------------|--------------------|
| KRITZINGER, JP | 82870 | 52 | 01:36:42 | 78,15 |

| | | | | |
|---------------------|-------|-----|----------|--------|
| LEVENDAL, JD | 82843 | 14 | 00:09:34 | 8,66 |
| MEI, SJ | 82861 | 81 | 01:03:42 | 59,24 |
| MERCUUR, NP | 82845 | 3 | 00:13:54 | 13,96 |
| SAMPSON, M | 82847 | 32 | 00:58:10 | 58,36 |
| VON WILLINGH, JJ | 82873 | 146 | 06:22:08 | 331,9 |
| SHELDON, EY | 82866 | 53 | 01:39:19 | 109,57 |

Private Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|-------------|-----------|-----------------|-----------------------------|--------------------|
| SAMPSON, M | 82847 | 7 | 00:05:59 | 2,1 |
| MERCUUR, NP | 2846 | 1 | 00:00:25 | 0,48 |

Telephone Calls by Personal Assistants/Additional Officials of Mayco Office

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|--------------|-----------|-----------------|-----------------------------|--------------------|
| HECTOR, SL | 2854 | 35 | 00:03:10 | 1,76 |
| BASSON, L | 2869 | 66 | 1:19:45 | 58,92 |
| JACOBS, C | 2849 | 83 | 00:56:56 | 49,76 |
| UYS, S | 2842 | 204 | 3:32:47 | 176,42 |
| LE ROUX, J | 2850 | 43 | 00:36:05 | 32,65 |
| SCHNEIDER, J | 2854 | 284 | 06:00:07 | 286,89 |
| TEMBU, SLC | 2849 | 121 | 02:11:35 | 104,88 |
| RITTZE, LJ | 2855 | 158 | 03:29:50 | 171,82 |
| VAN WYK, JG | 2865 | 43 | 00:42:55 | 31,04 |
| LAKEY, S | 2844 | 169 | 03:25:17 | 180,29 |

Private Calls PA's

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|-------------|-----------|-----------------|-----------------------------|--------------------|
| VAN WYK, JG | 2854 | 1 | 00:00:26 | 0,18 |

| Summary of Calls August 2018 | | | |
|------------------------------|-----------------------|----------|---------|
| Grand Total Records: | 1596 | 34:28:46 | 1757,03 |
| Business Calls: | 1449 | 28:09:47 | 1428,9 |
| Private Calls: | 9 | 00:06:50 | 2,76 |
| Unclassified Calls: | 138 (Von Willingh JJ) | 06:12:09 | 325,37 |

Mayoral Office Calls July 2018**Official Calls Councillors**

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|----------------|-----------|-----------------|-----------------------------|--------------------|
| KRITZINGER, JP | 82870 | 31 | 00:41:37 | 27,27 |
| LEVENDAL, JD | 82843 | 43 | 00:42:22 | 40,47 |
| MEI, SJ | 82861 | 65 | 01:31:06 | 89,25 |
| MERCUUR, NP | 82845 | 1 | 00:00:46 | 0,88 |
| SAMPSON, M | 82847 | 38 | 01:20:51 | 53,86 |
| SHELDON, EY | 82866 | 60 | 01:36:07 | 96,38 |

Private Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|-------------|-----------|-----------------|-----------------------------|--------------------|
| SAMPSON, M | 82847 | 59 | 01:27:45 | 55,58 |
| MERCUUR, NP | 2846 | 30 | 00:44:38 | 40,28 |

Telephone Calls by Personal Assistants/Additional Officials of Mayco Office

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|--------------|-----------|-----------------|-----------------------------|--------------------|
| BASSON, L | 2869 | 96 | 1:38:47 | 84,41 |
| JACOBS, C | 2849 | 5 | 00:01:38 | 1,83 |
| VISSER, E | 2854 | 45 | 00:06:18 | 3,31 |
| UYS, S | 2842 | 121 | 3:36:31 | 217,32 |
| SCHNEIDER, J | 2854 | 188 | 04:09:55 | 221,71 |
| TEMBU, SLC | 2849 | 123 | 01:38:05 | 82,52 |
| RITTZE, LJ | 2855 | 173 | 03:24:31 | 163,29 |
| VAN WYK, JG | 2865 | 58 | 01:12:43 | 64,89 |
| LAKEY, S | 2844 | 103 | 01:53:20 | 94,34 |

Summary of Calls July 2018

| Summary of Calls July 2018 | | | |
|-----------------------------|------|----------|---------|
| Grand Total Records: | 1239 | 25:47:00 | 1337,59 |
| Business Calls: | 1150 | 23:34:37 | 1241,73 |
| Private Calls: | 89 | 02:12:23 | 95,86 |
| Unclassified Calls: | 0 | 00:00:00 | 0 |

Mayoral Office Calls June 2018

Official Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|----------------|-----------|-----------------|-----------------------------|--------------------|
| KRITZINGER, JP | 82870 | 64 | 03:20:01 | 124,78 |
| LEVENDAL, JD | 82843 | 95 | 00:56:27 | 61,23 |
| MEI, SJ | 82861 | 64 | 01:32:46 | 71,13 |
| SAMPSON, M | 82847 | 122 | 2:41:17 | 126,14 |
| SHELDON, EY | 82866 | 73 | 01:19:02 | 79,89 |

Private Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|------------|-----------|-----------------|-----------------------------|--------------------|
| SAMPSON, M | 82847 | 37 | 00:40:58 | 24,87 |

Telephone Calls by Personal Assistants/Additional Officials of Mayco Office

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|--------------|-----------|-----------------|-----------------------------|--------------------|
| HECTOR, SL | 2854 | 6 | 00:03:05 | 1,25 |
| BASSON, L | 2869 | 116 | 1:45:00 | 88,97 |
| JACOBS, C | 2849 | 10 | 00:03:56 | 1,61 |
| VISSER, E | 2854 | 67 | 00:13:30 | 5,92 |
| UYS, S | 2842 | 270 | 5:17:53 | 228,31 |
| LE ROUX, J | 2850 | 15 | 00:34:14 | 27,41 |
| SCHNEIDER, J | 2854 | 102 | 02:25:59 | 130,27 |
| TEMBU, SLC | 2849 | 59 | 00:54:10 | 38,93 |
| RITTZE, LJ | 2855 | 184 | 04:01:38 | 196,91 |
| VAN WYK, JG | 2865 | 77 | 01:12:43 | 55,09 |

| | | | | |
|----------|------|----|----------|-------|
| LAKEY, S | 2844 | 91 | 01:23:32 | 77,05 |
|----------|------|----|----------|-------|

| Summary of Calls June 2018 | | | |
|-----------------------------|--|----------|---------|
| Grand Total Records: | 1452 | 28:26:11 | 1339,76 |
| Business Calls: | 1379 | 27:28:05 | 1303,86 |
| Private Calls: | 37 | 00:40:58 | 24,87 |
| Unclassified Calls: | 36 (Uys 5, Jacobs 5, Visser 17, Basson 5, Le Roux 4) | 00:17:08 | 11,03 |

Mayoral Office Calls May 2018

Official Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|----------------|-----------|-----------------|-----------------------------|--------------------|
| KRITZINGER, JP | 82870 | 27 | 00:42:46 | 38,13 |
| LEVENDAL, JD | 82843 | 76 | 00:58:33 | 53,42 |
| MEI, SJ | 82861 | 100 | 01:57:28 | 120,17 |
| SAMPSON, M | 82847 | 33 | 00:57:48 | 49,55 |
| SHELDON, EY | 82866 | 81 | 02:00:52 | 116,54 |

Private Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|------------|-----------|-----------------|-----------------------------|--------------------|
| SAMPSON, M | 82847 | 116 | 02:25:35 | 116,14 |

Telephone Calls by Personal Assistants/Additional Officials of Mayco Office

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|--------------|-----------|-----------------|-----------------------------|--------------------|
| HECTOR, SL | 2854 | 290 | 3:53:19 | 191,51 |
| BASSON, L | 2869 | 141 | 2:57:38 | 139,24 |
| JACOBS, C | 2849 | 5 | 00:02:00 | 2,29 |
| VAUGHAN, J | 2867 | 57 | 00:54:02 | 57,46 |
| UYS, S | 2842 | 412 | 7:25:29 | 364,78 |
| LE ROUX, J | 2850 | 76 | 1:01:13 | 41,79 |
| SCHNEIDER, J | 2854 | 199 | 5:21:36 | 260,57 |
| TEMBU, SLC | 2849 | 230 | 3:32:30 | 164,06 |
| RITZTE, LJ | 2855 | 303 | 6:32:10 | 292,51 |
| VAN WYK, JG | 2865 | 29 | 00:30:53 | 21,12 |
| LAKEY, S | 2844 | 145 | 2:47:53 | 138,67 |

| Summary of Calls May 2018 | | | |
|-----------------------------|--|----------|---------|
| Grand Total Records: | 2320 | 44:01:45 | 2167,95 |
| Business Calls: | 1930 | 39:08:17 | 1977,89 |
| Private Calls: | 116 | 02:25:35 | 116,14 |
| Unclassified Calls: | 274 (Le Roux 53, Uys 30, Schneider 15, Tembu 51, Hector 70, Rittze 27, Van Wyk 3, Vaughan 1, Basson 24) | 02:27:53 | 73,92 |

Mayoral Office Calls April 2018

Official Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|----------------|-----------|-----------------|-----------------------------|--------------------|
| KRITZINGER, JP | 82870 | 74 | 2:37:47 | 140,84 |
| LEVENDAL, JD | 82843 | 12 | 00:15:56 | 13,48 |
| MEI, SJ | 82861 | 27 | 00:26:10 | 27,72 |
| FARAO, R | 2868 | 24 | 01:00:37 | 39,19 |
| SAMPSON, M | 82847 | 12 | 00:11:37 | 8,79 |
| SHELDON, EY | 82866 | 50 | 01:30:42 | 96,79 |

Private Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|------------|-----------|-----------------|-----------------------------|--------------------|
| SAMPSON, M | 82847 | 120 | 03:15:34 | 159,15 |

Telephone Calls by Personal Assistants/Additional Officials of Mayco Office

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|--------------|-----------|-----------------|-----------------------------|--------------------|
| HECTOR, SL | 2854 | 280 | 4:51:35 | 238,47 |
| BASSON, L | 2869 | 113 | 2:02:28 | 87,14 |
| KOOPMAN, S | 2842 | 346 | 5:18:52 | 236,24 |
| JACOBS, C | 2849 | 23 | 00:22:26 | 25,66 |
| VAUGHAN, J | 2867 | 32 | 00:31:53 | 33,43 |
| UYS, L | 2842 | 156 | 3:14:16 | 154,38 |
| LE ROUX, J | 2850 | 185 | 2:36:42 | 77,34 |
| SCHNEIDER, J | 2854 | 165 | 3:52:55 | 199,99 |
| TEMBU, SLC | 2849 | 293 | 4:19:29 | 227,09 |

| | | | | |
|----------|------|-----|---------|--------|
| LAKEY, S | 2844 | 119 | 3:35:58 | 189,15 |
|----------|------|-----|---------|--------|

| Summary of Calls April 2018 | | | |
|-----------------------------|---|----------|---------|
| Grand Total Records: | 2031 | 40:04:57 | 1954,85 |
| Business Calls: | 1478 | 32:56:37 | 1701,17 |
| Private Calls: | 120 | 03:15:34 | 159,15 |
| Unclassified Calls: | 433 (Le Roux 155, Koopman 54, Schneider 13, Tembu 121, Hector 55, Uys 21, Vaughan 4, Basson 10) | 03:52:46 | 94,53 |

Mayoral Office Calls March 2018

Official Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|----------------|-----------|-----------------|-----------------------------|--------------------|
| KRITZINGER, JP | 82870 | 42 | 2:04:08 | 79,86 |
| LEVENDAL, JD | 82843 | 9 | 00:21:38 | 20,22 |
| MEI, SJ | 82861 | 101 | 2:46:05 | 174,81 |
| FARAO, R | 2868 | 3 | 00:01:19 | 0,53 |
| SAMPSON, M | 82847 | 29 | 00:59:24 | 35,16 |
| SHELDON, EY | 82866 | 100 | 1:58:04 | 122,72 |

Private Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|------------|-----------|-----------------|-----------------------------|--------------------|
| SAMPSON, M | 82847 | 108 | 01:54:42 | 92,75 |

Telephone Calls by Personal Assistants/Additional Officials of Mayco Office

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|--------------|-----------|-----------------|-----------------------------|--------------------|
| HECTOR, SL | 2854 | 263 | 4:15:30 | 191,44 |
| BASSON, L | 2869 | 116 | 2:21:59 | 97,62 |
| KOOPMAN, S | 2842 | 435 | 6:48:56 | 310,67 |
| JACOBS, C | 2849 | 58 | 00:44:52 | 45,25 |
| VAUGHAN, J | 2867 | 26 | 00:29:22 | 30,1 |
| UYS, L | 2842 | 239 | 5:39:05 | 226,58 |
| LE ROUX, J | 2850 | 220 | 3:10:22 | 89,99 |
| SCHNEIDER, J | 2854 | 195 | 5:04:22 | 254,04 |
| TEMBU, SLC | 2849 | 240 | 2:45:53 | 110,59 |
| LAKEY, S | 2844 | 118 | 2:57:12 | 145,06 |

Summary of Calls March 2018

| Summary of Calls March 2018 | | | |
|-----------------------------|-------------------------------------|----------|---------|
| Grand Total Records: | 2302 | 44:22:53 | 2027,39 |
| Business Calls: | 1745 | 37:44:13 | 1819,09 |
| Private Calls: | 108 | 01:54:42 | 92,75 |
| Unclassified Calls: | 449 (Le Roux 186, Koopman 16, | 04:43:58 | 115,55 |

| | | | |
|--|---|--|--|
| | Schneider 12, Tembu 117, Hector 45, Uys LJ 51, Vaughan 2, Basson 20, | | |
|--|---|--|--|

Mayoral Office Calls February 2018

Official Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|----------------|-----------|-----------------|-----------------------------|--------------------|
| KRITZINGER, JP | 82870 | 34 | 00:54:40 | 41,95 |
| LEVENDAL, JD | 82843 | 4 | 00:38:49 | 23,62 |
| MEI, SJ | 82861 | 104 | 2:45:38 | 162,39 |
| SAMPSON, M | 82847 | 25 | 00:40:25 | 30,32 |
| SHELDON, EY | 82866 | 114 | 2:38:06 | 167,26 |
| FARAO, R | 82868 | 1 | 00:12:12 | 7,20 |

Private Calls Councillors

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|-------------|-----------|-----------------|-----------------------------|--------------------|
| SAMPSON, M | 82847 | 58 | 00:33:09 | 26,93 |
| SHELDON, EY | 82866 | 1 | 00:00:51 | 0,35 |

Telephone Calls by Personal Assistants/Additional Officials of Mayco Office

| Name | Extension | Number of calls | Total Duration of all calls | Costs of all calls |
|--------------|-----------|-----------------|-----------------------------|--------------------|
| HECTOR, SL | 2854 | 286 | 4:20:48 | 222,65 |
| BASSON, L | 2869 | 104 | 2:49:56 | 141,30 |
| UYS, S | 2842 | 193 | 3:42:93 | 150,16 |
| LE ROUX, J | 2850 | 46 | 1:08:01 | 66,99 |
| SCHNEIDER, J | 2854 | 186 | 5:29:36 | 280,48 |
| TEMBU, SLC | 2849 | 175 | 2:13:59 | 94,38 |
| VAN WYK, JG | 2865 | 48 | 00:44:48 | 31,73 |
| VAN WYK, JG | 2865 (P) | 1 | 00:02:03 | 0,83 |
| LAKEY, S | 2844 | 92 | 2:33:05 | 112,70 |
| VAUGHAN, J | 2867 | 59 | 1:09:39 | 72,96 |
| KOOPMAN, S | 2842 | 288 | 4:05:56 | 211,13 |

| Summary of Calls February 2018 | | | |
|--------------------------------|---|----------|---------|
| Grand Total Records: | 1818 | 36:42:29 | 1844,5 |
| Business Calls: | 1555 | 34:22:35 | 1774,26 |
| Private Calls: | 60 | 00:36:03 | 28,11 |
| Unclassified Calls: | 203 (Le Roux 21; Koopman21; Schneider 8; Tembu 27; Hector 81; Uys 20; Van Wyk 9; Vaughan 2; Basson 14) | 01:43:51 | 42,13 |

v. Conclusion

- Note should be taken of surname changes for Mrs. Lauren Uys and Mrs. Sharyka Koopman during the period under review.
- No record of telephone usage could be found for the following councillors:
 - i. Cllr. A Steyn (Executive Mayor)
 - ii. Cllr. W Meiring
 - iii. Cllr. J Van Zyl
 - iv. Cllr. G Stalmeester (Resigned)
- No Record of telephone usage could be found for the following additional officials of the Mayco Office:
 - i. Mr. F Richards (Driver/Messenger)
- A summary of telephone usage for each councillor and his/her Personal Assistant as well as other officials of the Mayco Office will be outlined below **from February 2018 – February 2019:**

| Additional Officials of Mayco Office | Number of calls made | Total cost of calls |
|--------------------------------------|----------------------|---------------------|
| 1. Sadie Hector | 1234 | R853.28 |
| 2. Jole Le Roux | 743 | R516.48 |
| 3. Johnathan Vaughan | 174 | R193.95 |
| 4. Clayton Jacobs | 269 | R165.58 |
| 5. Alvin Visser | 112 | R9.23 |

- According to the information provided by the system, no private calls was made by the abovementioned officials for the period under review. The calls listed in the table above is official/business calls.

| Cllr Name | Number of calls made | Total costs of calls | Personal Assistant | Number of calls made | Total costs of calls |
|---------------------|----------------------|----------------------|------------------------|----------------------|----------------------|
| 1. Steyn, A (Mayor) | 0 | 0 | i. Sharyka Uys/Koopman | 3408 | R2854.44 |

| | | | | | |
|--------------------|----------------|----------|-------------------|----------------|----------|
| 2. Levendal, J | 301 | R291.04 | ii. Lakey, S | 1337 | R1445.88 |
| 3. Mercur, NP | 160 (Official) | R254.65 | iii. Schneider, J | 2127 | R2353.68 |
| | 31 (Private) | R40.76 | | | |
| 4. Meiring, W | 0 | 0 | iv. Tembu, L | 1748 | R1245.31 |
| 5. Sampson, M | 479 (Official) | R627.31 | Same PA | | |
| | 775 (Private) | R695.33 | | | |
| 6. Von Willingh, J | 386 | R725.58 | v. Uys/Rittze, L | 1956 | R1973.49 |
| 7. Mei, S | 779 | R950.72 | Same PA | | |
| 8. Van Zyl, J | 0 | 0 | vi. Van Wyk, J | 720 (Official) | R568.08 |
| | | | | 2 (Private) | R1.01 |
| 9. Sheldon, E | 744 (Official) | R1139.08 | Same PA | | |
| | 1 (Private) | R0.35 | | | |
| 10. Farao, R | 28 | R46.92 | vii. Basson, L | 1208 | R1183.59 |
| 11. Kritzinger, J | 601 (Official) | R1105.04 | Same PA | | |
| | 17 (Private) | R12.2 | | | |

Summary

- The information above was extracted from the telephone system by Finance Department and the amounts is VAT Excluded. Mr. Mawanda Ndamoyi indicated that after these reports are extracted from the system, 15% VAT are calculated before the reports are sent to Mrs. Joan Damas for deduction of private calls from salaries. An Excel sheet provided by Mrs. Joan Damas confirms that all private calls made by employees from the organisation are deducted from their salaries.
- A Total of 4302 calls was made from councillors of the Mayco Office during the period of February 2018 – February 2019. The date of implementation of the new telephone monitoring system was 01 March 2018 but a trial period was tested in February 2018 as confirmed by Mr. Z Solomon: Senior Manager; ITC.
- The Total costs incurred for the abovementioned telephone calls amounts to R5888.98.

- Private calls made by councillors amounted to a total of 824 calls with the amount of R748.64.00 charged for the calls VAT excluded.
- The total number of calls made by additional officials of the Mayco Office amounts to 15038. The amount billed for these calls is R13 364.00. According to the information provided, 2 private calls were made for the period under review out of the total mentioned above, with the amount of R1.01 charged.
- The printed documentation is available upon request.

Recommendation

- That this report be made available to members of the MPAC for scrutiny in terms of council resolution C94/2018.

Edward Cloete

Edward Cloete

Manager: Integrated Risk Management / Risiko Bestuur



Webadres / Web Address www.bvm.gov.za

The Municipal Manager

D. McThomas

D. McThomas



Webadres / Web Address www.bvm.gov.za

Remarks/Comments:

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