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## SOUTHERN AFRICA REVENUE PROTECTION ASSOCIATION



### EXECUTIVE COUNCIL MEETING

#### MINUTES

**DATE:** 12 March 2013

**TIME:** 09h00-16h00

**VENUE:** City Lodge (OR Tambo)

#### MEMBERS:

Olivier, William	President	Mossel Bay Municipality	Apology
Rhode, Michael	President Elect (Chair)	Drakenstein/AMEU	Present
Lelaka, Malesela	Imm Past President	Eskom	Apology
du Preez, Naas	Past President	Eskom	Apology
Louw, Deon	Past President	Overstrand Municipality	Apology
Gower, Chris	Past President/Eastern Cape	Buffalo City Municipality	Apology
Bindeman, Rens	Technical Advisor	Revenue Investigations	Present
Laubscher, Andrew	Bushveld Branch Chair	Greater Tzaneen Municipality	Present
Maphaka, Maboe	Gauteng Branch Chair	Eskom	Present
Mbobo, Pam	Central Branch Chair	Centlec	Apology
Nkwanyana, Nathi	KZN Branch Representative	eThekwini	Apology
Selowa, Solly	Representative	DWA	Apology
De Vries, Paul	W Cape Branch Chair	Drakenstein	Apology
Usurua, Theofilia	Namibia Branch Chair	City of Windhoek	Apology
Zwane, Njabulo	Mpumalanga Branch Chair	Mbombela Municipality	Apology
De Waal, Rika	Mpumalanga Branch Vice Chair	Eskom	Apology
du Plessis, Peet	Representative	IMFO	Apology
Holeni, Miyelani	Representative	IMFO	Apology
Venter, Jean	General Secretary	SARPA	Present

#### 1. WELCOME AND APOLOGIES

The President Elect took the chair, welcomed members present and noted the above apologies. Mr Maphaka advised that Mr Tosen is not working for Eskom anymore and that a new Eskom representative will be appointed in due course.

#### 2. READING AND CONFIRMATION OF MINUTES

The committee confirmed the minutes of the meeting that was held on 14 November 2012.

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### 3. STRATEGY

The council then reviewed the resolutions of the workshop that was held on 13 March 2012. The committee also debated ways to increase membership and the role that correct electricity tariff designs play in revenue recovery processes.

**AGREED to:**

- a. Send a copy of the conference invite to Mr Brian Young of IMFO for advertising to members of IMFO in terms of the SARPA/IMFO collaboration MOU. (MJ)
- b. Arrange a meeting between Messrs Venter, Bindeman and the Affiliates Committee to discuss affiliates collaboration arrangements between SARPA and AMEU on a branch level.(RB/JV)
- c. Discuss holding the SARPA branch meetings before the Highveld AMEU meetings in a single event block. (RB)
- d. Source a new organiser for the Gauteng Branch. (RB)
- e. Draft and present a project plan to the council by end of March, with timelines and costs to stage a road show to municipalities around the country for completion by end May 2013, to market SARPA with reference to the revenue recovery toolkit and a proposed tariffs cost of supply tool to be sourced from Eskom. (RB)
- f. Encourage more attractive venues for branch meetings, preferably out of town venues. (MM)
- g. To apply for LGSETA funding for a training programme on the revenue recovery toolkit. (RB)
- h. Contact IMFO to help market the convention to their members. (JV/MJ)
- i. Make contact with the SALGA head of strategy to solicit a speaking slot at the municipal manager's forum on SARPA and the revenue recovery toolkit. (RB)
- j. Mr Rhode and Mr Maphaka discuss with Mr Deon Conradie of Eskom using the Eskom costs of supply tariffs toolkit for member utilities to rationalise their tariffs. (MJR/MM)
- k. To target anchor projects for 2013 being the "membership road show", the "tariffs toolkit" and the "second conference".

**[Rens Bindeman, Maboe Maphaka, Jean Venter, Marisa Jacobs]**

### 4. METAL THEFT CONFERENCE

Mr Bindeman advised that the SAPS are prepared to provide a venue for the conference at the police training college in Pretoria. The dates of 19 to 20 September are targeted but members suggested that this may overlap with other municipal conferences.

**AGREED** to involve business against crime, the NFMCCC and SAPS as partners in the conference. Members noted business against crime may be a for-profit entity and this may be problematic in their approach to collaboration.

**AGREED** that Mr Bindeman approach arrangements for the metal theft conference from the point of view that local government needs a conference on this subject and that we are inviting external organisations to partner in the project.

**[Rens Bindeman]**

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**AGREED** to consider using a breakaway stream of papers on the second day of the convention to cater for water related papers.

[Marisa Jacobs]

The members evaluated a schedule of proposed papers received.

**AGREED** to propose to Piesa that the revenue recovery workgroup of Piesa meet the day before or the day after the SARPA convention at the same venue.

[Paul van Niekerk]

Members discussed funding arrangements for international speakers noting funding constraints.

## 5. FINANCIAL STATEMENTS

The council **NOTED** annual unaudited management statements for the 2012 financial year tabled by the secretary. The projected deficit for the year was indicated as being around R250 000. In the review of the tabled budget for 2013, Mr Bindeman suggested that his S&T costs are likely to be much lower in 2013 than in 2012.

**AGREED** to follow up on the revenue receivable for three training events that was held in 2012.

[Adrie da Silva]

## 6. BRANCH REPORTS

Mr Rhode volunteered to produce a template for branch reports to the council in future.

[Mr Rhode]

## 7. STAKEHOLDER RELATIONS MANAGEMENT

**AMEU:** The AMEU executive committee and the Namibia branch had a set of meetings in the previous week in Windhoek. The Standing committee of the AMEU will be meeting with the DoE to discuss the rollout of solar geysers and of the ADAM infrastructure maintenance initiatives of that department.

**ESKOM:** The Eskom electricity supply situation remains tight with one of the Koeberg plants out of action and coal supplies tight due to industrial action.

**PIESA:** Piesa is planning a bi-annual conference in Arusha in Tanzania.

## 8. REPORT OF THE TECHNICAL ADVISOR

Mr Bindeman provided a short overview of activities which was **NOTED**. He requested guidance on the fee chargeable to the organisers for training courses on RP in Kafue Gorge.

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**AGREED** to charge and amount of R25 000 for the services of Mr Bindeman for a week at the Kafue Gorge RP courses.

**[Mr Bindeman]**

**9. REVENUE RECOVERY TOOLKIT**

The secretary reported some progress in converting the toolkit to an online electronic assessment tool. It was noted that the toolkit is more of an assessment tool in its present state but that it may be possible to add a suggestions section that is sensitive to the user selected assessment option, to recommend remedial steps, which will complete the product as a toolkit.

**AGREED** that Mr Bindeman will add to each question in the toolkit suggested remedial actions corresponding to the level of agreement or disagreement that the user indicates in his option selections.

**[Rens Bindeman]**

**10. SECOND HAND GOODS ACT**

Mr Bindeman advised that SAPS are still waiting for training courses to take place on certain elements of the Act.

**11. NRS PROJECT**

Mr Rhode suggested the creation of a NRS methodology specification for determining tamper penalties.

**AGREED** to add a tamper penalty calculation methodology guideline to NRS055 as well as a cable numbering and marking section into NRS 101.

**[Messrs Gower and Bindeman]**

**12. DATE OF THE NEXT MEETING**

10 July 2013 in Mosselbay.

**13. CLOSURE**

The president elect then thanked members and closed the meeting.

**THUS READ AND CONFIRMED**

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**PRESIDENT**

\_\_\_\_\_  
**DATE**