



KNYSNA
Municipality
Munisipaliteit
uMasipala

MINUTES

of a

**SHORT LISTING MEETING FOR THE POSITION OF THE MUNICIPAL
MANAGER**

Held at Knysna Municipality on FRIDAY, 16TH JANUARY 2015
in the Committee Room

IN ATTENDANCE:

In attendance

- | | |
|-----------------------------|--|
| 1. Cllr Georlene Wolmarans: | Executive Mayor and chairperson on
the |
| 2. Cllr Esme Edge: | short listing process.
Executive Deputy Mayor |
| 3. Cllr Steven De Vries: | Cllr from the opposition |
| 4. Mr Roy Steele: | Consultant |
| 5. GG Tyelela: | Secretariat |

1. Welcome

The Executive Mayor welcomed everybody to the meeting.

2. Apologies

Mr Zybrands could not attend the session. He sent his apology through the consultant

1. Criteria for short listing

The Executive Mayor reminded members of the short listing committee that this is the second round of the selection process and a continuation of the first round. The long list including the previous one will be used to compile the short list. The panel was also reminded that the candidates that were interviewed previously will be considered during the appropriate stage of the selection process. The same criteria will be used as the first round.

2. Short list

Mr Steele informed the committee that there were 10 candidates who applied in the second round.

Candidates were:

1. **Ms Du toit:** She does not qualify in terms of the criteria as set out in the advert.
2. **Mr Easton:** He qualifies and is currently acting as the municipal manager at Knysna Municipality. He has a foreign qualification. It was resolved that the necessary checks should be conducted for the qualification. He will be invited to a selection process.
3. **Mr Modise:** He does not meet the requirements.
4. **Mr Motswana:** Well qualified, he is a municipal manager though in a very small municipality. He will be invited to a selection process
5. **Ms Phillips:** She does not meet the requirements
6. **Mr Planga:** He meets the requirements, he will be invited to a selection process.
7. **Ms Qwabe:** She does not meet the requirements therefore she will not be short listed.
8. **Mr Rankwana:** He meets the requirements, he will be invited to the selection process.
9. **Mr Van Der Merwe:** He does not meet the requirements, therefore he will not be short listed.
10. **Mr Zenzile:** He does not meet the requirements, therefore he will not be short listed.

It was resolved that Mr Mdunyelwa who was short listed in the second round but could not attend because of work commitments should be invited to the selection process.

The short therefore has 5 candidates who are:

1. Mr Easton
2. Mr Motswana
3. Mr Planga
4. Mr Rankwana
5. Mr Mdunyelwa

It was also resolved that remuneration for the successful candidate will be within the prescribed regulations.

3. Interview

The selection process will be held over 2 days, 29 and 30 January 2015. Written assessments will be held on 29 January 2015 in the Committee Room.

Interviews will be held on 30 January 2015 in the Council Chamber. They will start at 8h00.

4. Closure

The Executive Mayor thanked everybody for their presence. The meeting adjourned at 12h45.