



**THE INSTITUTE of  
MUNICIPAL ENGINEERING of  
SOUTHERN AFRICA**

**PO Box 8758  
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**NOTICE IS HEREBY GIVEN OF A BRANCH MANAGEMENT ANNUAL  
PLANNING MEETING TO BE HELD AT THE EXCO ROOM, SECOND FLOOR,  
CIVIC CENTRE, CNR. C R SWART & PRETORIA STREETS, KEMPTON PARK,  
GAUTENG ON FRIDAY 22 JANUARY 2016 AT 08H00 FOR 08H30.**

**AGENDA**

**08:00 Coffee & tea and sandwiches**

**08:30 Management Planning Meeting**

1. Opening and Welcome
2. Attendance, Apologies and proxy letters
3. Bitter & Sweet
4. Approval of previous minutes
5. Matters arising from previous minutes
6. New Matters
  - 6.1 Year Program 2016
    - 6.1.1 Meetings
    - 6.1.2 Technical tour/s
    - 6.1.3 AGM/Seminar
  - 6.2 Succession Planning
    - 6.2.1 Transition of new secretariat (Secretary) and chairman
    - 6.2.2 Branch EXCO and delegations
    - 6.2.3 Email voting by branch management members
    - 6.2.4 Bank signatories
    - 6.2.5 Size of Branch Management
  - 6.3 Exco feedback
  - 6.4 Elected Branch members on Council (2014-2016)
  - 6.5 Municipality contact details
  - 6.6 Election of Seminar organizing committee



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- 6.7 Liaison with Universities
- 6.8 Bursary students
- 6.9 Nomination of affiliate member Nyeleti representative
- 6.10 Elected Council members
- 6.11 Elected EXCO Members
- 6.12 Fellow nominations (Email)
- 6.13 Finances
- 6.14 Sewer Situation in North West and the role of IMESA

7. Next Meeting and closing

**12:30           Lunch           (Jose's Tavern)**

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Werner Bruhns  
**Chairperson**  
**IMESA: Northern Provinces Branch**