

DRAKENSTEIN MUNICIPALITY

MINUTES: EXECUTIVE MAYOR AND MAYORAL COMMITTEE

ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL ON WEDNESDAY, 17 SEPTEMBER 2008 AT 10:00

PRESENT: The Executive Mayor, Clr CM Manuel (Chairperson)
The Executive Deputy Mayor, Clr MW Nothnagel (Deputy Chairperson)

Councillors :
A Bekeer
JT Basson
H Douman
TM Kompela
MJ Le Hoe
AM Petersen
AB Sithuba; and
B E Vos

Officials:
Dr S Kabanyane (Municipal Manager)
K Mrali (part of meeting)
L Coetzee
T Matthee
Dr P Naidoo
M Pikinini
A Marais
D Delaney (part of meeting); and
G Fouldien (part of meeting)

ABSENT: **Councillor:** S Davids (apology)

Official: C Petersen (apology)



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1. CONFIRMATION OF MINUTES

The minutes of the Ordinary meeting of the Executive Mayor and Mayoral Committee held on 3 September 2008 was confirmed as correct.

2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR

Motion of Condolences: Late Clr S Douw

The Executive Mayor informed the Committee of the passing away of Clr S Douw on Monday, 15 September 2008. The Executive Mayor remarked that Clr Douw served this Council and her community with distinction and she would especially be remembered as a committed community worker. A moment of silence was observed.

3. LEASE OF A PORTION OF MUNICIPAL PROPERTY: PORTION OF ERF 1592, WELLINGTON

The Committee was of the view that the possible alienation of this property should be investigated.

RESOLVED

that the Executive Director: Corporate Services in conjunction with the Planning Department, investigate and report on the possible alienation by public tender of portion of Erf 1592, Wellington and the obtaining of the necessary land use rights by the municipality.

Meeting: Ref No: Doc No:	EM&MC – 17/09/2008 15/4/1 (1592)W 7748/08	Submitted by Directorate: Author/s: Referred from:	Corporate Governance N Marais
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
3	Report on possible alienation	Corporate (Properties)	

4. SOUTHERN PAARL, THE REVITALISATION OF THE PRECINCT AND REQUESTING SUPPORT FOR THE MACRO MASTER PLAN: TCN

Ms Amore Strauss on behalf of TCN addressed the Committee and gave a brief background of TCN. She explained that TCN have various projects abroad and has the financial capacity to undertake such a development. TCN therefore requests only the assistance of Drakenstein Municipality with regard to the obtaining of the Transnet land, in order to have a better development spread. The proposed development will consist of a variety of facilities such as retail, schools and GAP housing, which is mainly aimed at middle-income category, but subsidized housing could also be considered. Concerns were raised by the Committee with regard to issues such as parking provision, noise pollution, etc, but Ms Strauss assured the Committee that all those issues would be dealt with to the satisfaction of Council and were already being addressed in conjunction with the Planning Department. Ms

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Strauss confirmed that no financial contribution was required from Council and no Council land was applied for.

RESOLVED

that a sub-committee consisting of the following councillors and relevant officials be tasked to further investigate the proposals and report back to Mayco:-

Clr M Nothnagel (Portfolio holder)
 Clr A Petersen
 Clr B Vos

Meeting: EM&MC - 17/09/2008		Submitted by Directorate: Infrastructure & Planning	
Ref No: 15/1/4; 26A & 26D		Author/s: D Cupido	
Doc No: 7384/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Arrange meeting of sub-committee	Admin (Y Matthews)	

5. WOMEN IN HOUSING INDABA

RESOLVED

that the report be **noted**.

Meeting: EM&MC - 17/09/2008		Submitted by Directorate: Social Services	
Ref No: 12/1		Author/s: N Konjwayo	
Doc No: 7480/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

6. HOUSING WAITING LIST: MR D J ABRAHAMS AND MRS A ABRAHAMS

RESOLVED

that the allocation of an erf in Housing Scheme 35 (Amstelhof) to Mr and Mrs Abrahams be approved in principle and that a report of all similar cases be submitted to the Committee.

Meeting: EM&MC - 17/09/2008		Submitted by Directorate: Social Services	
Ref No: 17/5/5/1/6		Author/s: N Konjwayo	
Doc No: 7480/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
6	Further report	Social Services	

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7. ABSA INTERNATIONAL INNOVATIVE HOUSING COMPETITION 2008

RESOLVED

1. that Erf 2220, Wellington (Noodkamp) be made available for the ABSA International Innovative Housing Competition 2008;
2. that an agreement be entered into with ABSA and the other stakeholders setting out each party's roles and responsibilities;
3. that such an agreement/MOU first be submitted to Council's attorneys for scrutiny before being approved;
4. that it be communicated to the competition organizers that Council cannot provide bridging finance to the beneficiaries but would assist with sourcing of bridging finance for them;
5. that the beneficiaries be properly consulted and their support be obtained for this initiative;
6. that the Infrastructure Directorate be mandated to provide technical support in respect of this project; and
7. that Clr A M Petersen and the relevant officials be delegated to serve on the project team for this Competition.

Meeting: Ref No: Doc No:	EM&MC - 17/09/2008 17/5/2/11 7741	Submitted by Directorate: Author/s: Referred from:	Social Services T Mathee
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
7	Letter to ABSA	Admin (C Louw)	

8. ASSET REGISTER: 30 JUNE 2008

RESOLVED

that it be recommended to Council

1. that the writing-off of properties sold and transferred, be approved (Appendix A);
2. that assets held for sale, be sold by public auction (Appendixes B1 and B2); and
3. that assets not found during the stock take be retained on the asset register and that the relevant directorates investigate such cases.

Meeting: Ref No: Doc No:	EM&MC - 17/09/2008 6/2/1 7736/08	Submitted by Directorate: Author/s: Referred from:	Financial Services A Viola
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Implement necessary steps	Executive Director: Financial Services	

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9. APPLICATION FOR EXEMPTION OF PROPERTY RATES: ERF 19817, PAARL: ACCOUNT 281981700004

RESOLVED

that the Free Independent Church of Southern Africa be exempted from payment of property rates to the amount of R2 117,25 for the 2007/08 and 2008/09 financial years and that no further property rates be levied on the property.

Meeting: EM&MC - 17/09/2008		Submitted by Directorate: Financial Services	
Ref No: 5/4/1/6		Author/s: C Petersen	
Doc No: 7664/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	1) Exemption	Finance	
	2) Letter to applicant	Admin (I Erasmus)	

10. WAIVING OF INTEREST CHARGED: WA JOUBERT PRIMARY SCHOOL: ACCOUNT 110099200011

RESOLVED

1. that the amount of R4 237,68 being interest charge on WA Joubert Primary School's account, be written off; and
2. that it be recommended to Council that authority be delegated to the Executive Director: Financial Services to deal with interest levied similar to this case, in future.

Meeting: EM&MC - 17/09/2008		Submitted by Directorate: Financial Services	
Ref No: 5/9/1		Author/s: C Petersen	
Doc No: 7697/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	1) Writing-off of interest	Finance	
	2) Letter to applicant	Admin (I Erasmus)	

11. MONTHLY FINANCIAL REPORT

RESOLVED

that the report be **noted**.

Meeting: EM&MC - 17/09/2008		Submitted by Directorate: Financial Services	
Ref No: 9/1/14		Author/s: A Viola	
Doc No: 7746/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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12. MONTHLY REPORT IN TERMS OF SECTION 71 OF THE MFMA

RESOLVED

that the report be **noted**.

Meeting: EM&MC - 17/09/2008		Submitted by Directorate: Financial Services	
Ref No: 5/7/12		Author/s: A Viola	
Doc No: 7740/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

13. TRAVEL AND SUBSISTANCE ALLOWANCE POLICY

The Committee was of the view that the Executive Mayor, Councillors, the Municipal Manager and Executive Directors be allowed to travel business class for flights exceeding six (6) hours. The Executive Mayor should also be allowed to fly business class on all flights. In addition to this the policy should also provide for accommodation of an acceptable standard for all municipal delegations.

RESOLVED

that the above changes to the policy be effected and the policy be forwarded to Council for approval.

Meeting: EM&MC - 17/09/2008		Submitted by Directorate: Financial Services	
Ref No: 5/B		Author/s:	
Doc No: 5078/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Effect change to policy	Executive Director: Financial Services	

14. DISPOSAL OF MOVABLE ASSETS

It was reported that National Treasury was busy developing guidelines for the donation of redundant movable assets to charities and other deserving institutions.

RESOLVED

that it be recommended to Council that the writing-off and disposal by public auction of the movable assets as listed in the report, be approved.

Meeting: EM&MC - 17/09/2008		Submitted by Directorate: Financial Services	
Ref No: 6/2/4		Author/s: D Jacobs	
Doc No: 7361/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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15. SLOW MOVING STOCK

RESOLVED

1. that it be recommended to Council that items no longer in use by the municipality, be written-off and disposed of by public auction; and
2. that these items also be deleted as store items.

Meeting: EM&MC - 17/09/2008		Submitted by Directorate: Financial Services	
Ref No:		Author/s: D Jacobs	
Doc No: 7361/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

16. STOCK TAKE REPORT: 2007/08 FINANCIAL YEAR

RESOLVED

1. that it be recommended to Council that the Stock Take Report for the 2007/08 Financial Year be accepted and that the rectified value entries of the shortages/surpluses be approved; and
2. that the shortages with regard to sand and gravel be further investigated and a report be submitted to the Executive Mayor and Mayoral Committee.

Meeting: EM&MC - 17/09/2008		Submitted by Directorate: Financial Services	
Ref No: 6/2/1		Author/s: A Viola	
Doc No: 7737/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
16.2	Investigate sand and gravel shortages and submit report	Infrastructure & Planning	

17. ANNUAL FINANCIAL STATEMENTS 2007/2008

RESOLVED

that the un-audited statements be noted and forward to Council for information.

Meeting: EM&MC - 17/09/2008		Submitted by Directorate: Financial Services	
Ref No: 5/2/5		Author/s: C Petersen	
Doc No: 7745/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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18. APPROVAL OF APPLICATION FOR SUBSIDY: WATER AND SANITATION SERVICES TO FARM WORKER HOUSES: ADAMSVALE, SOUTHERN PAARL

RESOLVED

1. that the application received from Adamsvale as detailed in Annexure A in the agenda be approved for the recommended subsidy amount, as indicated in the last column of the table;
2. that the work with regard to 1 above be completed within 6 months after letter of notification of approval to owners, to allow for processing of subsidy payments before the end of the 2008/09 Financial Year;
3. this deviation from the policy not be viewed as a permanent amendment, but that similar cases in future each be considered on merit; and
4. the successful applicant be notified in writing by the Civil Engineering Services Department of the approved subsidy amount, and the conditions applicable to it.

Meeting: EM&MC -17/09/2008		Submitted by (Dept): Infrastructure & Planning	
Ref No: 16/4/6		Author/s: H Blignaut	
Doc No's: 7713/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u> Inform applicants	<u>RESPONSIBLE DEPT:</u> Infrastructure & Planning	<u>DUE DATE:</u>

19. DRAKENSTEIN DEVELOPMENT FORUM

RESOLVED

that this matter be held over pending the following:-

1. interaction with the ward councillor for Gouda with respect to the community garden project for Gouda; and
2. a report as to progress with regard to the MOU with De Poort Heritage Project as requested earlier by Mayco.

Meeting: EM&MC -17/09/2008		Submitted by (Dept): Strategic Services	
Ref No: 17/19/5		Author/s: G Fouldien	
Doc No's: 7735/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u> Further report to Mayco	<u>RESPONSIBLE DEPT:</u> Executive Director: Strategic Services	<u>DUE DATE:</u>

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20. FOOD SECURITY STAKEHOLDERS MEETING

RESOLVED

that the report be **noted**.

Meeting: EM&MC -17/09/2008		Submitted by (Dept): Social Services	
Ref No: 17/19/2		Author/s: J Rhoda	
Doc No's: 6624/08 & 7691/08		Referred from: EM&MC 30/7/2008	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

21. APPLICATION TO USE ANTONIESVLEI HOLIDAY RESORT FOR ROUNDABOUT PARK: 1 DECEMBER 2008 – 31 JANUARY 2009

RESOLVED

that public tenders be called for the provision of entertainment at Antoniesvlei Holiday Resort.

Meeting: EM&MC - 17/09/2008		Submitted by (Dept): Social Services	
Ref No: 17/6/22		Author/s: AB vd Merwe	
Doc No's: 7692		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Call for tenders	Social Services	

22. PAYING OF ANNUAL TARIFF: YOUNG PEOPLES CRICKET CLUB

RESOLVED

that the payment of an annual fee of R5 394-00 for the 2008/2009 cricket season for the use of the three cricket fields at Daljosaphat Sports Grounds by Young Peoples Cricket Club, be approved.

Meeting: EM&MC - 17/09/2008		Submitted by (Dept): Social Services	
Ref No: 17/7/2/2/1/8		Author/s: AB vd Merwe	
Doc No's: 7693/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Inform Club	Corporate Governance (H Barends)	

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23. PROGRESS: MBEKWENI MULTI-PUROSE CENTRE

RESOLVED

that the report be **noted**.

Meeting: EM&MC - 17/09/2008		Submitted by (Dept): Social Services	
Ref No: 17/15/3/1/1		Author/s: J Rhoda	
Doc No's: 7688/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

24. OUTSTANDING MATTERS

Noted.

25. URGENT MATTERS

25.1 IDP REVIEW PROCESS

The Executive Mayor expressed concern with the poor standard of the public engagements around the IDP Review Process and requested that the format of presentations and arrangements for these meetings, be reviewed and improved. The Municipal Manager indicated that a meeting of Management was scheduled for 14:00 on 17 September 2008 to discuss the matter.

Noted.

Meeting: EM&MC - 17/09/2008		Submitted by (Dept):	
Ref No: 2/2/5		Author/s:	
Doc No's:		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

25.2 STRATEGIC PLANNING SESSION: MAYCO AND MANAGEMENT

The Municipal Manager reported that the Strategic Planning Session for Mayco and Management was arranged for Thursday, 17 September 2008 from 8:00 at Mountain Shadows.

Noted.

Meeting: EM&MC - 17/09/2008		Submitted by (Dept):	
Ref No: 3/3/1/3/4		Author/s:	
Doc No's:		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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26. MONTHLY REPORT: CIVIL ENGINEERING SERVICES – AUGUST 2008

Noted.

Meeting: EM&MC -3/09/2008		Submitted by (Dept): Infrastructure & Planning	
Ref No: 9/1/1/2		Author/s: L P Coetzee	
Doc No's:		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

The meeting ended at 11:45.

CHAIRPERSON:

DATE:

Confirmed on with/without amendments.

PJ/ja
25/09/2008