

# 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, 14 JULY 2010 AT 10:00.

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**PRESENT:**

The Executive Mayor, Clr C M Manuel  
(Chairperson)

**Councillors:**

A Bekeer  
S Davids  
H Douman  
T M Kompela  
A B Sishuba; and  
B E Vos

**Officials:**

Dr ST Kabanyane (Municipal Manager)  
Mr T Matthee (Executive Director: Social Services)  
Mr C Petersen (Executive Director: Financial Services)  
Mr K Mrali (Executive Director: Corporate Governance)  
Dr P Naidoo (Executive Director: Strategic Services)  
Mr L Coetzee (Executive Director: Infrastructure and Planning)  
Mr A Marais (Head: Corporate Services)  
Mr K Gordon (Manager: Administrative Services)

**ABSENT: Councillors:**

M J Le Hoe (Apology)  
The Executive Deputy Mayor, Clr M W Nothnagel  
(Sick leave)  
A M Petersen (Apology)  
J T Basson (Leave)



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**1. CONFIRMATION OF MINUTES**

The minutes of the Ordinary meeting held on 14 July 2010 of the Executive Mayor and Mayoral Committee was **confirmed as correct**.

**2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR**

The Executive Mayor reflected on the success of the 2010 Fifa Soccer World Cup for the country and the continent and expressed a word of thanks to the Paarl 2010 Committee for the work they have done relating to these events. Particular thanks were expressed for the successful hosting of the local Fan Park (PVA) and for hosting the Oranje Camping group.

A special word of thanks were also expressed towards the public and those attending the PVA for the way in which they behaved and the fact that no criminal or other incidents were recorded at the PVA. The South African Police Service were also congratulated for the assistance provided and the Executive Mayor requested that they be informed in writing accordingly. It was agreed that a media statement be released regarding this as well as a final report on the role and activities of the Paarl 2010 Committee since its inception, be submitted to the Executive Mayor and Mayoral Committee.

Meeting: Ref No: Doc No:	EM&MC – 14/07/2010	Submitted by Directorate: Author/s: Referred from:	Strategic Services ED: Corporate Governance
<b><u>PARAGRAPH:</u></b>	<b><u>ACTION:</u></b>	<b><u>RESPONSIBLE DEPT:</u></b>	<b><u>DUE DATE:</u></b>
	1. Release Media statement 2. 2010 Final Report	1. ED Strategic Services 2. ED Corporate Services	

**3. LEAVE ARRANGEMENTS AND NON-AVAILABILITY OF SENIOR MANAGEMENT**

1. Municipal Manager and Executive Director: Social Services: 19 – 23 July 2010 (Johannesburg) (Mr L Coetzee: Acting Municipal Manager);
2. Executive Director: Strategic Services: 21-23 July 2010 (Durban);
3. The Municipal Manager introduced Mr M Rhode, the newly appointed Head of Department: Electrical Services and the Executive Mayor and Mayoral Committee bid farewell to Mr J Coetzee who would be leaving Council's employ on 31 July 2010. The Executive Mayor, on behalf of Council, expressed a word of appreciation towards Mr Coetzee for his service to Council, wished him well in his new endeavours and welcomed Mr Rhode to Council. Mr Coetzee also expressed a word of gratitude towards Council.

**4. PROPOSED ADOPTION OF SYSTEM OF DELEGATIONS FOR DRAKENSTEIN MUNICIPALITY**

**RESOLVED**

that it be recommended to Council:

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1. that the delegations as set out in the attached document be approved subject to the principles, and the conditions, set out therein;
2. that the delegations as well as the principles and conditions attached to the delegations, comprise the System of Delegations of the Municipality, as required in terms of section 59 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) ;
3. that the schedule containing delegations of Council's own statutory functions, be noted;
4. that in addition to the above specific delegations, the Executive Mayor be authorized to take decisions on all other matters of political competency, excluding those that may not be delegated in terms of legislation; and
5. that the Executive Mayor be authorized to take decisions on matters of urgency relating to Council's own statutory functions during periods when Council is in recess on condition that such decisions be reported to Council at the first available opportunity.

Meeting: Ref No: Doc No:	EM&MC – 14/07/2010 2/4/B 57156	Submitted by Directorate: Author/s: Referred from:	Corporate Governance A V Marais
<b>PARAGRAPH:</b>	<b>ACTION:</b>	<b>RESPONSIBLE DEPT:</b>	<b>DUE DATE:</b>

**5. ALLOCATION OF COUNCIL OWNED PROPERTIES IN MBEKWENI FOR BUSINESS, CHURCH OR WELFARE PURPOSES**

It was agreed that Erven 2687, 2691, 2692, and 2693 Mbekweni to be reserved for public parking.

**RESOLVED**

that it be recommended to Council:

1. that approval be granted in terms of section 14 of the Local Government: Municipal Finance Management Act, 2003 (Act No 56 of 2003), for the alienation of the following erven in Mbekweni, to be disposed of per public tender for the following purposes:-

1.1 Annexure A1

Erven 4898 – 4902 for business purposes; and  
Erven 4903 – 4910 to be consolidated and used as a business hive.

1.2 Annexure B1

Erf 2695: for business purposes.

1.3 Annexure C1

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Erf 4135: for church/worship purposes (land use applications to be done by successful tenderer).

1.4 Annexure D

Erf 3719: for welfare or social purposes (land use applications to be done by successful tenderer);

Erf 3723: for business purposes;

Erf: 3724: for business purposes;

Erf 3725 and 3726: to be consolidated and used for crèches (land use applications to be done by successful tenderer);

Erf 3727 and 3728: to be consolidated and used for welfare or social purposes, subject to the condition that the necessary land use applications be made by the successful tenderer;

Erf 3729: for church/worship purposes (land use applications to be done by successful tenderer);

Erf 3779: for church/ worship purposes (land use applications to be done by successful tenderer); and

Erf 3780: for welfare or social purposes, subject to the condition that the necessary land use applications be made by the successful tenderer;

2. that the following erven be reserved/rezoned for parking purposes:  
Annexure A1  
 Erf 4897  
Annexure B1  
 Erf 2687  
 Erven 2691 – 2693; and
3. that the LED Section investigate external funding options for the proposed business hive in 1.1 above.

Meeting:	EM&MC – 14/07/2010	Submitted by Directorate:	Corporate Governance
Ref No:	7/2/4/2	Author/s:	N Marais
Doc No:	57157	Referred from:	EM&MC (25) 9/6/2010
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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**6. APPLICATION FOR EXEMPTION FROM PROPERTY RATES – ERF 923/1: PAARL (ST GEORGE’S CHURCH)**

**RESOLVED**

that Erf 923/1 Paarl of St George’s Church be exempted from payment of property rates to the amount of R521.86 in respect of the 2008/2009 financial year.

Meeting: EM&MC – 14/07/2010 Ref No: 5/4/1/6 Doc No: 50994		Submitted by Directorate: Financial Services Author/s: Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u> Implement decision	<u>RESPONSIBLE DEPT:</u> Executive Director: Financial Services	<u>DUE DATE:</u>

**7. APPLICATION FOR EXEMPTION FROM PROPERTY RATES – ERF 10561, 2666 AND 28287 PAARL (MIQLAT MINISTRIES)**

**RESOLVED**

that Erven 10561, 2666 and 28287 (Miqlat Ministries) be exempted from payment of property rates to the amount of R16 963.74 in respect of the 2008/09 financial year.

Meeting: EM&MC – 14/07/2010 Ref No: 5/4/1/6 Doc No: 55481		Submitted by Directorate: Financial Services Author/s: Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u> Implement decision	<u>RESPONSIBLE DEPT:</u> Executive Director: Financial Services	<u>DUE DATE:</u>

**8. APPLICATION FOR EXEMPTION FROM PROPERTY RATES: ERF 1409 PAARL (KOINONIA COMMUNITY CENTRE)**

**RESOLVED**

that Koinonia Community Centre be exempted from property rates to the amount of R3 974.12 in respect of Erf 1409 Paarl for the 2008/2009 financial year.

Meeting: EM&MC – 14/07/2010 Ref No: 5/4/1/6 Doc No: 57159		Submitted by Directorate: Financial Services Author/s: C M Petersen Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u> Implement decision	<u>RESPONSIBLE DEPT:</u> Executive Director: Financial Services	<u>DUE DATE:</u>

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**9. APPLICATION FOR EXEMPTION FROM PROPERTY RATES: ERF 1226 PAARL PORTION 2: (VISION IN ACTION TRUST)**

**RESOLVED**

that the Vision in Action Trust be exempted from property rates to the total amount of R13 703.41 for the financial years 2004/2005 to 2008/2009.

Meeting: EM&MC – 14/07/2010 Ref No: 5/4/1/6 Doc No: 57160		Submitted by Directorate: Financial Services Author/s: I Fortuin Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u> Implement decision	<u>RESPONSIBLE DEPT:</u> Executive Director: Financial Services	<u>DUE DATE:</u>

**10. ELECTRICITY SUPPLY TO GOUDA BY ESKOM**

**RESOLVED**

that the report **be noted**.

Meeting: EM&MC – 14/07/2010 Ref No: 16/2/1 Doc No: 57158		Submitted by Directorate: Financial Services Author/s: Referred from: EM&MC (27) 17/02/2010	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

**11. DEVIATION FROM, AND RATIFICATION OF MINOR BREACHES OF PROCUREMENT PROCESSES**

**RESOLVED**

that it be recommended to Council that the report **be noted**.

Meeting: EM&MC – 14/07/2010 Ref No: 8/1/B Doc No: 57164		Submitted by Directorate: Financial Services Author/s: D Jacobs Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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**12. QUARTERLY REPORT ON THE IMPLEMENTATION OF SCM SYSTEM OF DRAKENSTEIN MUNICIPALITY**

**RESOLVED**

that it be recommended to Council:

that the report on the implementation of Council's approved Supply Chain Management policy **be noted**.

Meeting: Ref No: Doc No:	EM&MC – 14/07/2010 8/1/1 57162	Submitted by Directorate: Author/s: Referred from:	Financial Services D Jacobs
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

**13. DRAKENSTEIN SUSTAINABLE INITIATIVE**

**RESOLVED**

1. that the Drakenstein Sustainable Initiative be supported and approved;
2. that the Memorandum of Understanding be used as the basis for further engagement with the University of Stellenbosch and an eventual agreement; and
3. that the Directorates start to identify projects that they would like to have researched in terms of sustainability.

Meeting: Ref No: Col No:	EM&MC –14/07/2010 3/1 56991	Submitted by Directorate: Author/s: Referred from:	Strategic Services A Sauls
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
2 3	Implement decision Identify projects	Executive Director: Strategic Services All Directorates	

**14. TWINNING AGREEMENTS BETWEEN DRAKENSTEIN MUNICIPALITY AND CITIES OF WINDHOEK AND WALVIS BAY IN NAMIBIA**

**RESOLVED**

1. that the twinning of Drakenstein Municipality and the Cities of Windhoek and Walvis Bay in Namibia be supported;

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2. that the Memorandum of Understanding be approved; and
3. that twinning arrangements with Municipalities on the African continent, with specific reference to Southern African Development Community (SADC) countries be supported and further explored.

Meeting: Ref No: Col No:	EM&MC – 14/07/2010 2/6/11x10/4 56984	Submitted by Directorate: Author/s: Referred from:	Strategic Services Dr P Naidoo
<b>PARAGRAPH:</b>	<b>ACTION:</b> Implement decision	<b>RESPONSIBLE DEPT:</b> Executive Director: Strategic Services	<b>DUE DATE:</b>

**15. CITIZEN EXCELLENCE AWARDS**

**RESOLVED**

1. that a further round of calling for nominations with an extended due date of the end of December 2010, be approved; and
2. that the following committee be established to evaluate nominations and submit recommendations for awards:-
  - 2.1 Executive Mayor, Councillor C M Manuel
  - 2.2 Portfolio Holder: Strategic Services: Councillor A Bekeer
  - 2.3 Executive Director: Strategic Services
  - 2.4 Head of Department: International and Intergovernmental Relations
  - 2.5 1 citizen each from Wellington, Paarl and the rural areas.

Meeting: Ref No: Doc No:	EM&MC – 14/07/2010 4/12 56993	Submitted by Directorate: Author/s: Referred from:	Strategic Services A Sauls EM&MC (28) 23/7/09
<b>PARAGRAPH:</b>	<b>ACTION:</b> Implement decision	<b>RESPONSIBLE DEPT:</b> Executive Director: Strategic Services	<b>DUE DATE:</b>

**16. DEMARCATIION**

**RESOLVED**

1. that the report **be noted**; and
2. that the IEC be engaged to inform residents of changes to wards and voting stations.

Meeting: Ref No: Doc No:	EM&MC – 14/07/2010 2/2/3 56992	Submitted by Directorate: Author/s: Referred from:	Strategic Services A Sauls
<b>PARAGRAPH:</b>	<b>ACTION:</b> Engage IEC	<b>RESPONSIBLE DEPT:</b> Executive Director: Strategic Services	<b>DUE DATE:</b>

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**17. LOCAL GOVERNMENT TURN AROUND STRATEGY: DRAKENSTEIN MUNICIPALITY**

**RESOLVED**

that the report **be noted**.

Meeting: Ref No: Doc No:	EM&MC – 14/07/2010 2/6/9 57083	Submitted by Directorate: Author/s: Referred from:	Strategic Services A Sauls
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

**18. REPORT AND RECOMMENDATIONS TO COUNCIL FROM THE PERFORMANCE AUDIT COMMITTEE MEETING HELD ON 26 MAY 2010**

**RESOLVED**

that it be recommended to Council that the following recommendations by the Performance Audit Committee be accepted:

1. Item number 2.3
  - 1.1 that the proposal of the Chief Audit Executive for additional staff be noted and be considered during the budget processes; and
  - 1.2 that the direct reporting line of the Chief Audit Executive (CAE) to the Municipal Manager be approved.
2. Item 2.4
  - 2.1 that from 1 July 2010 the Human Resources Section provide expert and prompt services to line management, for effective individual performance management processes to be phased-in through various departments.
3. Item 2.5
  - 3.1 that the building of an effective public participation in the IDP and performance management reporting processes be enhanced; and
  - 3.2 that the representativeness and functioning of all Ward Committees be strengthened.

Meeting: Ref No: Doc No:	EM&MC – 14/07/2010 3/3/1/3/13 57074	Submitted by Directorate: Author/s: Referred from:	Strategic Services Dr P Naidoo
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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**19. RENUMERATION FOR PERFORMANCE AUDIT COMMITTEE**

**RESOLVED**

that it be recommended to Council:

1. that the National Treasury daily rates be used for the Audit Committees' full-daily sessions including training, conferences, seminars and any other full day sessions other than normal Audit Committee meetings, i.e R2 745 for the Chairperson and R1 666 for ordinary members;
2. that half of a daily rate be paid if a session last for less than 6 hours; and
3. that other travelling and out of pocket expenses be paid as per the approved Travelling and Subsistence Policy.

Meeting: EM&MC – 14/07/2010		Submitted by Directorate: Strategic Services	
Ref No: 3/3/1/3/9		Author/s: Dr P Naidoo	
Doc No: 57076		Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

**20. PERFORMANCE MANAGEMENT AND AUDITING IN THE PUBLIC SECTOR TRAINING**

**RESOLVED**

that the in-house training for Mayoral Committee members and Senior Management on 12-13 August 2010 be approved.

Meeting: EM&MC – 9/06/2010		Submitted by Directorate: Corporate Governance	
Ref No: 7/2/4/2 X 15/4/1 (1254) P		Author/s: N C Marais	
Doc No: 55080		Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u> Implement decision	<u>RESPONSIBLE DEPT:</u> Executive Director: Strategic Services	<u>DUE DATE:</u>

**21. QUARTERLY PERFORMANCE REPORTING (PERFORMANCE MANAGEMENT SYSTEM)**

**RESOLVED**

that it be recommended to Council that the Quarterly Performance Reporting Template be approved for implementation.

Meeting: EM&MC – 14/07/2010		Submitted by Directorate: Strategic Services	
Ref No: 2/2/8		Author/s: N G Ndolela	
Doc No: 57078		Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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**22. KUNGSBACKA PARTNERSHIP**

**RESOLVED**

that the report **be noted**.

Meeting: EM&MC – 14/07/2010 Ref No: 10/4 Doc No: 57152	Submitted by Directorate: Strategic Services Author/s: Referred from: EM&MC (4) 31/3/2010		
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

**23. IDP/BUDGET PROCESS AND ACTION PLAN 2010/2011**

**RESOLVED**

that it be recommended to Council:

1. that the Draft IDP/Budget Process Plan for the 2010/2011 financial year be adopted;
2. that the final IDP/Budget Process Plan be released for public notice; and
3. that the Directorate: Strategic Services arrange a session before the Process Plan is to be released for public notice to discuss the format, roles and responsibilities of different role-players relating to this matter.

Meeting: EM&MC – 14/07/2010 Ref No: 2/2/5 Doc No: 57161	Submitted by Directorate: Strategic Services Author/s: N G Ndolela Referred from:		
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

**24. APPLICATION FOR CONSENT USE: ERF 1781 PAARL**

**RESOLVED**

1. that approval be granted in terms of section 18(2) of the Paarl Zoning Scheme Regulations for a Consent Use for a “Professional Building” to allow for the conversion of the existing residential dwelling in order to establish a Psychology Practice with an estimated floor area of 329m<sup>2</sup> as indicated on the Site Plan (Annexure B to the departmental report);
2. that the approval granted in paragraph 1 above, be subject to the following conditions in terms of section 42(1) of the Land Use Planning Ordinance, 1985 (Ord 15 of 1985):-

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- 2.1 Adherence to the conditions laid down by Drakenstein Municipality: Civil Engineering Services Department in its memorandum 15/4/1 (1781) P (598) dated 14 April 2010 (Annexure G to the departmental report);
- 2.2 Adherence to the following condition laid down by Drakenstein Municipality: Electrical Services Department:-
- 2.2.1 Any additions or alterations that may be required will be for the account of the developer;
- 2.3 Adherence to the following conditions from a town planning point of view:-
- 2.3.1 The approvals apply only to the content of this application and shall not be construed as authority to depart from any other legal prescriptions or requirements;
- 2.3.2 The proposed activity shall be limited to a Psychology Practice (and Occupational Practice) only, and any other office/professional use will require the submission of a new application for that specific use;
- 2.3.3 Any amendments to the application will be subject to the relevant approval(s);
- 2.3.4 The area in front of the dwelling as well as the parking area must be extensively landscaped so as to retain the feel of a private residence as far as possible;
- 2.3.5 Business hours should be limited from 8:00 to 18:00 on weekdays only;
- 2.3.6 Patients should be asked to use the designated on-site parking as opposed to parking in Thom Street or Court Street;
- 2.3.7 No new structures are to be erected or existing buildings converted without the prior approval of building plans by Council;
- 2.3.8 The boundary wall on Thom Street should, as agreed, be lowered and the appearance of the new wall should be to the satisfaction of the Drakenstein Municipality: Senior Heritage Officer;
3. that the following objectors, Mrs Woolfe-Coote, C J van Rhyne, Mr J S Bothma, Helena Wilken, A H Bezuidenhout and J Grobbelaar be informed of their rights of appeal in terms of section 44 of the Land Use Planning Ordinance, 1985 (Ord 15 of 1985); and
4. that the contents of paragraph 7 of the departmental report (Planning Comments) be regarded as the reason for Council's decision.

Meeting: EM&MC – 14/07/2010 Ref No: 15/4/1 (1781) P Doc No's: 7394/09, 9245/09, 9279/09, 9277/09, 9310/09, 9375/09, 9375/09, 9371/09, 9599/09, 9598/09, 9597/09, 9595/09, 9594/09 & 9910/09 Col No's: 49214 & 57077		Submitted by Directorate: Infrastructure & Planning Author: C Cupido Referred from:	
PARAGRAPH:	ACTION:	RESPONSIBLE DEPT:	DUE DATE:

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	Inform parties	Admin (HB)	
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**25. APPLICATION FOR REZONING AND SUBDIVISION: ERF 13811 WELLINGTON**

**RESOLVED**

1. that approval be granted in terms of section 25(1) of the Land Use Planning Ordinance, 1985 (Ord 15 of 1985) for the subdivision of Erf 13811 Wellington, into two portions, namely Portion A ( $\pm 2171\text{m}^2$ ) and Remainder ( $\pm 5.33\text{ha}$ ), as indicated on the Subdivisional Plan (Annexure B to the departmental report);
2. that approval be granted in terms of section 16(1) of the Land Use Planning Ordinance, 1985 (Ord 15 of 1985) for the rezoning of Portion A ( $\pm 2171\text{m}^2$ ) from "Single Residential Zone" to "Business Zone";
3. that the approvals granted in paragraphs 1 and 2 above, be subject to the following conditions in terms of section 42(1) of the Land Use Planning Ordinance, 1985 (Ord 15 of 1985):-
  - 3.1 Adherence to the conditions laid down by the Department of Public Works and Transport (Roads Infrastructure) in its letter 13/3/5/1-10/118 (Taak 17229) dated 2 June 2010 (Annexure F to the departmental report);
  - 3.2 Adherence to the conditions laid down by Drakenstein Municipality's Civil Engineering Services Department in its memorandum 15/4/1 (13811) W (0742) dated 6 May 2010 (Annexure G to the departmental report);
  - 3.3 Adherence to the following condition laid down by Drakenstein Municipality's Electrical Services Department:-
    - 3.3.1 Electrical services connection to Portion A will be for the developers account;
  - 3.4 Adherence to the following conditions from a planning point of view:-
    - 3.4.1 The approval applies only to the rezoning and subdivision in question and shall not be construed as authority to depart from any other legal prescriptions or requirements;
    - 3.4.2 Any amendments to the application is subject to the relevant approval;
    - 3.4.3 It be noted that the property is located within the historic core of Wellington, as well as within the aesthetic area, with building plan (including detailed Site Development Plan and Architectural Design of building) support by the Wellington Aesthetic Committee which will therefore also be required prior to the actual development of the site;
    - 3.4.4 Notwithstanding paragraph 3.3 the revised Site Development Plan must comply with the zoning requirements that is height of buildings, coverage, bulk and on-site parking for a "Business" zoned property; and

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3.4.5 No new structures are to be erected without the approval of building plans by Council.

Doc No's:	Meeting: EM&MC – 14/07/2010 Ref No: 15/4/1 (13811) W 7984/09, 8919/09, 7984/09, 7669/09, 3517/09, 3398/09& 436/09 Col No: 57081		Submitted by Directorate: Infrastructure & Planning Author/s: H Louw Referred from:	
	<u>PARAGRAPH:</u>	<u>ACTION:</u> Inform parties	<u>RESPONSIBLE DEPT:</u> Admin (HB)	<u>DUE DATE:</u>

**26. APPLICATION FOR REZONING, CONSENT USES AND DEPARTURES: PORTION 12 OF FARM 1298 PAARL DIVISION**

**RESOLVED**

1. that approval be granted in terms of section 16(1) of the Land Use Planning Ordinance, 1985 (Ord 15 of 1985), for the rezoning of a portion of Portion 12 of Farm 1298 Paarl Division (±2,13ha) from “Agricultural Zone I” to various zonings for the purpose of a mixed-density residential development adhering to the prescribed parameters contained in the applicable Section 8 Zoning Scheme;
2. that approval be granted in terms of Regulation 4.6 of the Scheme Regulations made in terms of section 8 of the Land Use Planning Ordinance, 1985 (Ord 15 of 1985) and promulgated at PN 1048/1988 for a Consent Use: Place of Assembly to allow for the development of a multi-purpose community centre as part of the development, on a site to be zoned “Institutional Zone I”;
3. The approvals granted in paragraphs 1 and 2 above, be subject to the following conditions in terms of section 42(1) of the Land Use Planning Ordinance, 1985 (Ord 15 of 1985):-
  - 3.1 Adherence to the conditions laid down by the National Department of Agriculture in its approval 2008\_06\_0165, Consent No 43537 dated 8 August 2008 (Annexure G to the departmental report);
  - 3.2 Adherence to the conditions laid down by the Western Cape Department of Agriculture in its letter 20/9/2/5/4/327 dated 28 January 2009 (Annexure G to the departmental report);
  - 3.3 Adherence to the conditions laid down by the Department of Environmental Affairs and Development Planning in its Record of Decision E12/2/3/1-B3/11-0671/08 dated 20 April 2010 (Annexure H to the departmental report);
  - 3.4 Adherence to the conditions laid down by the Department of Transport and Public Works in its letter 13/3/5/1-10/104 (JOB 17080) dated 15 May 2009, read together with an earlier letter MT24/1/13-12182 dated 20 January 2009

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but disregarding the contents of paragraph 3 of the letter dated 20 January 2009 (both letters Annexure I to the departmental report);

- 3.5 Adherence to the conditions laid down by Drakenstein Municipality's Civil Engineering Services Department in its memorandum 15/4/1 (F1298/12)P (714) dated 7 April 2009 (Annexure J to the departmental report);
- 3.6 Adherence to the following conditions laid down by Drakenstein Municipality's Spatial Planning Section:-
- 3.6.1 Should any special concessions be made as a result of the development being intended for low income benefactors affiliated to Tomi's Abattoir, the conditions of tenure security and all other operational matters pertaining to the various parts of the development should be spelled out by the developer in a legally binding document;
- 3.6.2 Landscaping proposals should include extensive landscaping along the R46, DR1131 and the railway line so as to soften the visual impact of the development;
- 3.6.3 The architectural style of the proposed buildings should echo the "rural townscape" of Hermon and other surrounding small settlements;
- 3.6.4 The Site Development Plan must indicate the location of any proposed food gardens;
- 3.6.5 Energy saving measures such as proposed by the developer, including rainwater harvesting tanks, water-saving plumbing fittings and thermal water heating systems be provided for each unit and requested at the building plan phase;
- 3.7 Adherence to the following condition laid down by Drakenstein Municipality's Electrical Services Department:-
- 3.7.1 The developer must contact Eskom directly for any additions/alterations to existing electrical service networks;
- 3.8 Adherence to the following conditions from a Land Use Planning point of view:-
- 3.8.1 The approval applies only to the contents of the specified uses, and shall not be construed as authority to depart from any other legal prescriptions or requirements;
- 3.8.2 Any amendments to the application are subject to the relevant approval;
- 3.8.3 No new structures are to be erected without the approval of building plans by Council;
- 3.8.4 A revised Site Development Plan must be submitted for acceptance by the Head: Planning Services that includes the following elements of detail:-

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- (a) The layout must be amended in a manner that will make provision for adequate parking for residential as indicated in paragraph 3.2 of the engineering comment (Annexure J to the departmental report);
  - (b) Adequate space should be left in front of lock-up garages or carports to allow for a car to be parked in the front thereof without the car protruding into the street;
  - (c) The layout must take into consideration the applicable building lines;
  - (d) Provision must be made for a formal refuse removal area(s) and its location must be reflected on the site development plan;
  - (e) The design must take into account comments regarding vehicle access to units, especially larger units with two or three bedrooms;
  - (f) Drying yard facilities should be provided for singles' quarters, preferably apart from proposed recreational open spaces;
  - (g) Consideration should be given to the use of dual-purpose open spaces that could serve as aesthetically pleasing recreational spaces but could also serve as parking as and when the demand exists;
- 3.8.5 A Landscape Master Plan should be submitted for acceptance by the Head: Planning Services showing all proposed hard landscaping (such as play park apparatus, benches and lighting), soft landscaping (making use of indigenous trees, shrubs and plants) and irrigation systems. The development should employ water-wise gardening, and the Landscaping Plan should duly be accompanied by a detailed planting list and planting plan (Annexure J to the departmental report);
- 3.8.6 A revised zoning plan in accordance with the revised Site Development Plan should be submitted for acceptance by the Head: Planning Services;
- 3.8.7 The developer must install energy-saving and water-saving devices according to the requirements of the Civil Engineering Services Department and the Spatial Planning Section (Annexure J and K to the departmental report);
- 3.8.8 An Operational Management Plan must be submitted for acceptance by the Head: Planning Services containing details regarding the operation and management of the community facilities and defining and entrenching the complete list of rights of future residents;
4. that the objector, Drakenstein Heritage Foundation be informed of Council's decision, and its right of appeal in terms of Section 44 of the Land Use Planning Ordinance, 1985 (Ord 15 of 1985);

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5. that the contents of paragraph 7 (Planning Comment) of the departmental report be regarded as the reasons for Council's decision; and further
6. that approval for the following land use departures **not be granted** in terms of section 16(1) of the Land Use Planning Ordinance, 1985 (Ordinance 15 of 1985):
  - 6.1 Relaxation of parking requirements applicable to any/all components of the development;
  - 6.2 Relaxation of building lines applicable to any/all components of the development, with the exception of those granted by the Department of Transport and Public Works; and
  - 6.3 Relaxation of the permissible coverage on any/all components of the development.

Meeting: EM&MC – 14/07/2010 Ref No: 15/4/1 (F1298/12) Doc No's: 5616/08, 9265/08, 84/09, 478/09, 502/09, 1048/09, 1495/09, 1944/09, 2421/09, 4213/09, 2353/09, 3315/09, 4281/09, 4347/09, 4375/09, 5345/09, 7652/09, 7654/09, 8613/09, 8976/09, 9053/0 Col No: 57080		Submitted by Directorate: Infrastructure & Planning Author/s: C Cupido Referred from:	
<b>PARAGRAPH:</b>	<b>ACTION:</b> Inform parties	<b>RESPONSIBLE DEPT:</b> Admin (HB)	<b>DUE DATE:</b>

**27. APPLICATION FOR PERMANENT LAND USE DEPARTURE: ERF 15441 PAARL**

**RESOLVED**

1. that approval be granted in terms of section 15(1)(b) of the Land Use Planning Ordinance, 1985 (Ord 15 of 1985) for the encroachment of the 1,5m eastern lateral building line on Erf 15441 Paarl to 0m for the extension of the existing dwelling for the construction of a new lounge area to the north of the existing dwelling on Erf 15441 Paarl as indicated on the abstract of the building plan (Annexure B to the departmental report), subject to the following conditions:-
  - 1.1 that construction only commences after the issuing of a final written approval of the said building plan by Council;
  - 1.2 The new common boundary wall must be painted and be reasonably maintained by the owner of Erf 15441 Paarl;
2. that the objector, Mr G R Jones be informed of his right of appeal in terms of section 44 of the Land Use Planning Ordinance, 1985 (Ord 15 of 1985); and

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3. that the comments contained in paragraph 5 of the departmental report "TOWN PLANNING ASSESSMENT" be regarded as Council's reasons for its decision.

Meeting: EM&MC – 14/07/2010 Ref No: 15/4/1 (15441) P Col No: 57075		Submitted by Directorate: Infrastructure & Planning Author: R Mowzer Referred from:	
<b>PARAGRAPH:</b>	<b>ACTION:</b> Inform parties	<b>RESPONSIBLE DEPT:</b> Admin (HB)	<b>DUE DATE:</b>

28. **REPORT ON HALF BUILT STRUCTURES: ERF 12746 PAARL (63 LANTANA STREET), ERF 13977 PAARL (17 LAFAYETTE LANE) AND ERF 14432 PAARL (6 MCGREGOR CLOSE)**

**RESOLVED**

that the report **be noted** and progress on these matters be included in the quarterly reports to council.

Meeting: EM&MC – 14/07/2010 Ref No: 15/4/1 (12746) P, 15/4/1 (13977) P & 15/4/1 (14432) P Doc No: 57084		Submitted by Directorate: Infrastructure & Planning Author/s: D Delaney Referred from: EM&MC (17)2 & (17)4 9/06/2010	
<b>PARAGRAPH:</b>	<b>ACTION:</b> Implement decision	<b>RESPONSIBLE DEPT:</b> Executive Director: Infrastructure and Planning	<b>DUE DATE:</b>

29. **IMPUMELELO 2010 SUSTAINABILITY AWARDS: STAR AWARD FOR DRAKENSTEIN WATER DEMAND MANAGEMENT STRATEGY**

**RESOLVED**

that the report **be noted** and the information be made available to the press and consumers as part of the public awareness process regarding water management achievements within Drakenstein Municipality.

Meeting: EM&MC – 14/07/2010 Ref No: 16/1/1/6 x 4/12 Doc No's: 56944		Submitted by Directorate: Infrastructure & Planning Author/s: L Coetzee Referred from:	
<b>PARAGRAPH:</b>	<b>ACTION:</b> Convey to press and consumers	<b>RESPONSIBLE DEPT:</b> Executive Director: Infrastructure and Planning	<b>DUE DATE:</b>

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**30. EMERGENCY WORK TO PENTZ STREET PUMPING STATION: PROGRESS REPORT**

**RESOLVED**

1. that the report be **noted**; and
2. that direct liaison and engagement between the Municipality and the National Department of Environmental Affairs (DEA) be arranged to fast track the process and to expedite environmental comments/approvals.

Meeting: EM&MC – 14/07/2010		Submitted by Directorate: Infrastructure & Planning	
Ref No: 8/3/1 Contract CES 22/2009		Author/s: L Coetzee	
Doc No's: 57085		Referred from: EM&MC (23.7) 14/4/2010	
<u>PARAGRAPH:</u>	<u>ACTION:</u> Implement decision	<u>RESPONSIBLE DEPT:</u> Executive Director: Infrastructure and Planning	<u>DUE DATE:</u>

**31. TARRING OF SIDEWALKS 2009/2010: PROGRESS REPORT**

**RESOLVED**

that the report **be noted**.

Meeting: EM&MC – 14/07/2010		Submitted by Directorate: Infrastructure & Planning	
Ref No: 16/3/6/1/2		Author/s: L Coetzee	
Doc No's: 57087		Referred from: EM&MC (32) 25/11/2009	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

**32. REPRESENTATIVE MEETING DATES**

**RESOLVED**

that the meeting dates of the Association of Municipal Electricity Undertaking of Southern Africa (AMEU) Executive Council **be noted** and time-off and the necessary S&T expenses for the attendance of Clr A Sishuba, the Portfolio Councillor, at these meetings be approved.

Meeting: EM&MC – 14/07/2010		Submitted by Directorate: Infrastructure & Planning	
Ref No: 12/2/1/4/16		Author/s: Michael J Rhode	
Doc No's: 57089		Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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**33. OPENING OF WEIGHBRIDGE AT THE DRAKENSTEIN (WELLINGTON) LANDFILL SITE**

**RESOLVED**

that a formal opening ceremony for the weighbridge facility at the Drakenstein Wellington Landfill Site to be arranged for Friday, 6 August 2010 at 12:00, be approved.

Meeting: EM&MC – 14/07/2010 Ref No: 16/6/3/1 Doc No's: 57090		Submitted by Directorate: Infrastructure & Planning Author/s: G S Du Plessis Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u> Arrange ceremony	<u>RESPONSIBLE DEPT:</u> Executive Director: Infrastructure and Planning	<u>DUE DATE:</u>

**34. GROUP FIVE PRESENTATION ON MIX RESIDENTIAL HOUSING DEVELOPMENT (LOW COST AND GAP)**

**RESOLVED**

1. that the change from calling for proposals to calling for tenders for the construction of the available Drommedaris top structures, be approved; and
2. that a report regarding the financial implications of a R96.5 million loan for the construction of a new bulk sewer to fast track housing development projects, be submitted.

Meeting: EM&MC – 14/07/2010 Ref No: 17/5/6/2/2 & 17/5/5/1/21 Col No: 57230		Submitted by Directorate: Social Services Author/s: K Sethoabane Referred from:	
<u>PARAGRAPH:</u> 1 2	<u>ACTION:</u> Tender call Report re loan	<u>RESPONSIBLE DEPT:</u> Executive Director: Social Services Executive Director: Finance	<u>DUE DATE:</u>

**35. REPORT ON THE PROGRESS OF THE HOUSING PROJECTS**

**RESOLVED**

that the report **be noted**.

Meeting: EM&MC – 14/07/2010 Ref No: 17/5/B Col No: 57230		Submitted by Directorate: Social Services Author/s: K Sethoabane Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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**36. HOUSING WORKSHOP REPORT – 2 AND 3 JUNE 2010 AND THE BUSINESS PLAN FOR INTEGRATED HUMAN SETTLEMENT PLAN**

**RESOLVED**

1. that the report **be noted**; and
2. that the Human Settlement Business Plan be approved and form part of the IDP as the Housing Chapter.

Meeting: Ref No: Col No:	EM&MC – 14/07/2010 17/5/6 57210	Submitted by Directorate: Author/s: Referred from:	Social Services K Sethoabane
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

**37. MAINTENANCE AND CLEANING PROGRAM OF THE CEMETERIES**

**RESOLVED**

that the report **be noted**.

Meeting: Ref No: Col No:	EM&MC – 14/07/2010 16/7/1/1/1, 16/7/1/1/2, 16/7/1/1/3, 16/7/1/1/4, 16/7/1/1/5, 16/7/1/1/6 & 16/7/1/1/7 55551	Submitted by Directorate: Author/s: Referred from:	Social Services EM&MC 5/5/2010
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

**38. CONDITIONS OF THE SPORT FIELDS AT DALJOSAPHAT STADIUM**

**RESOLVED**

1. that the department submit a report on possible funding options to improve the condition of playing fields;
2. that discussions between Drakenstein Treasury, Cape Winelands District Municipality and the Provincial Department of Sports, Arts and Culture on possible funding sources, be arranged;
3. that discussions with the Muslim Jamaah about possible relocation of the Boland Festival be held;
4. that stricter administrative controls be applied to ensure protection of Council's investment in the facility; and

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5. that possible alternative venues (land) be identified for festivals as well as a track for informal motor racing.

Meeting: EM&MC – 14/07/2010		Submitted by Directorate: Social Services	
Ref No: 17/7/2/2/1/8		Author/s:	
Col No: 55550		Referred from: EM&MC (9) 5/5/2010	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
1, 2, 3 & 5 4	Submit report Implement decision	Executive Director: Social Services Executive Director: Social Services/ Planning	

**39. PROGRESS REPORT: LED PROJECTS**

**RESOLVED**

1. that the report **be noted**; and
2. that discussions between Mayoral Committee Members and the Tourism Section be arranged to address certain shortcomings.

Meeting: EM&MC – 14/07/2010		Submitted by Directorate: Strategic Services	
Ref No: 15/7/1		Author/s: G Fouldien	
Col NO: 57036		Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Arrange discussion	Executive Director: Strategic Services	

**40. INFORMAL TRADERS**

The Committee indicated that various discussions were in the past held with interest parties re the relocation of informal traders.

**RESOLVED**

1. that the report and implementation plan on the relocation of the informal traders **be approved**.
2. that the Executive Director: Strategic Services respond to the letter from attorney Keith Sheldon.

Meeting: EM&MC – 14/07/2010		Submitted by Directorate: Strategic Services	
Ref No: 15/7/3/2		Author/s: G Fouldien	
Col NO: 57038		Referred from: EM&MC (5) 9/06/2010	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Implement decision	Executive Director: Strategic Services	

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**41. REPORT: NAMIBIAN TOURISM EXPO**

**RESOLVED**

that the report **be noted**.

Meeting: Ref No: Col NO:	EM&MC – 14/07/2010 10/1/8 57040	Submitted by Directorate: Author/s: Referred from:	Strategic Services G Fouldien
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

**42. PROGRESS REPORT: DRAKENSTEIN DEVELOPMENT AGENCY**

**RESOLVED**

that the report **be noted**.

Meeting: Ref No: Col NO:	EM&MC – 14/07/2010 15/7/3/3/3 57039	Submitted by Directorate: Author/s: Referred from:	Strategic Services G Fouldien
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

**43. OUTSTANDING MATTERS**

**RESOLVED**

1. that the outstanding matters **be noted**; and
2. that progress on the possible demolition of the derelict house on Erf 1591 Paarl at the corner of Loop Street and Dercksen Street, be included in the quarterly reports to Council.

Meeting: Ref No: Col NO:	EM&MC – 14/07/2010 15/4/1 (1591)P 50312	Submitted by Directorate: Author/s: Referred from:	Infrastructure and Planning
<u>PARAGRAPH:</u>	<u>ACTION:</u> Include progress on derelict house in quarterly reports	<u>RESPONSIBLE DEPT:</u> Executive Director: Infrastructure and Planning	<u>DUE DATE:</u>

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**44. URGENT MATTERS**

**44.1 XENOPHOBIC ATTACKS**

The Executive Mayor reported on the recent xenophobic attacks in Paarl and indicated that ±180 foreign nationals were being accommodated at Antoniesvlei Holiday Resort. Assistance from the Provincial Government was requested but none have been forthcoming thus far. A report with cost implications would be submitted at a later stage.

**Noted.**

Meeting: EM&MC – 14/07/2010 Ref No: 17/14/5 Col NO:		Submitted by Directorate: Author/s: Referred from:	
<b>PARAGRAPH:</b>	<b>ACTION:</b> Submit report	<b>RESPONSIBLE DEPT:</b> Executive Director: Social Services	<b>DUE DATE:</b>

**44.2 MANDELA DAY: 18 JULY 2010**

The Municipal Manager reported that Mandela Day, an international day officially recognized by the United Nations, is to be observed on 18 July 2010, being a call to individuals, entities and bodies to take responsibility for changing the world for the better, one step at a time, and through individual and collective local actions. Councillors and officials were encouraged to pledge their time to do an act of service in their communities in support of Mandela Day 2010.

**Noted.**

Meeting: EM&MC – 14/07/2010 Ref No: 2/6/6/3 Col NO: 57721		Submitted by Directorate: Author/s: Referred from:	
<b>PARAGRAPH:</b>	<b>ACTION:</b>	<b>RESPONSIBLE DEPT:</b>	<b>DUE DATE:</b>

**45. MONTHLY REPORTS: APRIL & MAY 2010: DEPARTMENT CIVIL ENGINEERING SERVICES**

**Noted.**

Meeting: EM&MC – 14/07/2010 Ref No: 9/1/1/2 (833) (1089) Col NO: 57086 & 57088		Submitted by Directorate: Infrastructure and Planning Author/s: Referred from:	
<b>PARAGRAPH:</b>	<b>ACTION:</b>	<b>RESPONSIBLE DEPT:</b>	<b>DUE DATE:</b>

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**46. MONTHLY REPORT: ELECTRICAL SERVICES: MAY 2010**

**Noted.**

Meeting: Ref No: Col NO:	EM&MC – 14/07/2010 9/1/1/3	Submitted by Directorate: Author/s: Referred from:	Infrastructure and Planning
<b><u>PARAGRAPH:</u></b>	<b><u>ACTION:</u></b>	<b><u>RESPONSIBLE DEPT:</u></b>	<b><u>DUE DATE:</u></b>

The meeting ended at 11:42.

**CHAIRPERSON:** .....

**DATE:** .....

**Confirmed on .....** with/without amendments.

***KG/rs***  
***14/07/2010***