

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, 6 MAY 2009 AT 10:00

1PRESENT: The Executive Mayor, Clr C M Manuel (Chairperson)
The Executive Deputy Mayor, Clr M W Nothnagel

Councillors: A Bekeer
J T Basson
S Davids
H Douman
T M Kompela
A M Petersen
A B Sishuba; and
M J Le Hoe

Officials: Dr S T Kabanyane (Municipal Manager)
T Matthee
K Mrali
C Petersen
Dr P Naidoo
L Coetzee and
A Marais

ABSENT: Councillor: B Vos



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1. CONFIRMATION OF MINUTES

The minutes of the following meetings of the Executive Mayor and Mayoral Committee were confirmed as correct:-

- i) Ordinary meeting held on 15 April 2009; and
- ii) Confidential meeting held on 15 April 2009.

2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR

- 1. The Executive Mayor congratulated Clr J T Basson on the birth of his first grandchild.
- 2. Clr J T Basson, after being allowed by the Executive Mayor, congratulated the ANC with its overwhelming victory in the national elections and wished the Party and its President, J G Zuma well for the next five years.

3. LEAVE ARRANGEMENTS / NON-AVAILABILITY OF SENIOR MANAGEMENT

The Municipal Manager reported that the following Executive Directors will be on Council business that will take them away from office on the following dates:-

- 1. Dr P Naidoo - 8 May 2009 – 13 May 2009
- 2. C Petersen - 11 May 2009 – 14 May 2009
- 3. T Matthee - 19 May 2009 – 20 June 2009

4. PROPOSED AMENDMENTS TO THE POLICY FOR THE MANAGEMENT AND ADMINISTRATION OF IMMOVABLE PROPERTY

RESOLVED

that it be recommended to Council

- 1. that the amended policy for the Management and Administration of Immovable Property be adopted;
- 2. that since the amended policy merely reflects legislative changes, it not be advertised for public comment once again (the original policy was advertised for public input); and
- 3. that Council retain the right to take a final decision on the adjudication of tenders for the sale/lease of land, and that tenders for the sale/lease of land be evaluated by the Bid Adjudication Committee which committee has to submit a recommendation to full Council.

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| Meeting: Ref No: Doc No: | EM&MC – 6/05/2009 8/1/B 3561/09 | Submitted by Directorate: Author/s: Referred from: | Corporate Governance A V Marais |
| PARAGRAPH: | ACTION: Submit to Council | RESPONSIBLE DEPT: Corp Governance (PJ) | DUE DATE: |

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5. DEVELOPMENT PROPOSALS FOR AFFORDABLE (GAP) HOUSING IN PAARL

RESOLVED

1. that the report be noted;
3. that those portions of land (Erf 23674, Paarl and Remainder Erf 557, Mbekweni) ready to be put out to tender, be proceeded with;
3. that the specifications for the minimum sizes of houses to be developed as GAP Housing as approved by Council, be confirmed subject to the reduction in erf size from 350m² to 300m² and the addition that houses be extendable;
4. that the development guidelines for the proposed developments on Erf 20725, Paarl be submitted at the next meeting;
5. that the availability of land for affordable housing in Paarl West be investigated; and
6. that the Executive Director: Strategic Services report on the progress of registering Drakenstein Municipality as an accredited Housing Development Agency.

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| Meeting: EM&MC – 6/05/2009 | | Submitted by Directorate: Corporate Governance | |
| Ref No: 15/4/1(17091)P, 15/4/1(23674)P, 15/4/1(557)M, 15/4/1(15280)P, 15/4/1(6136)P | | Author/s: A V Marais | |
| Doc No: 3560/09 | | Referred from: | |
| PARAGRAPH: | ACTION: | RESPONSIBLE DEPT: | DUE DATE: |
| 1-5 | Take necessary steps and submit report | Corporate Governance (Property) | |
| 6 | Submit report | Executive Director: Strategic Services | |

6. REPORT: SALE OF ERF 1242, GOUDA / UNREGISTERED PORTION OF ERF 606, GOUDA

RESOLVED

that it be recommended to Council

1. that approval in principle be granted for the alienation of Erf 1242, Gouda for commercial development;
2. that public tenders be called for;
3. that the land be made available for the erection of a supermarket complex;
4. that the relevant technical requirements as indicated in the report received by the Head: Planning Services be complied with; and

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5. that the proposed alienation be advertised for public comment and a final report thereafter be submitted.

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| Meeting: Ref No: Doc No: | EM&MC – 6/05/2009 15/4/1(606)G 3558/09 | Submitted by Directorate: Author/s: Referred from: | Corporate Governance N Marais |
| <u>PARAGRAPH:</u> | <u>ACTION:</u> Take necessary steps | <u>RESPONSIBLE DEPT:</u> Corp Governance (Prop) | <u>DUE DATE:</u> |

7. REPORT: APPLICATION FOR LEASE OF A PORTION OF ERF 2688, MBEKWENI (RENNIES CAFE)

RESOLVED

that it be recommended to Council

1. that approval in principle be granted for the renewal of the lease agreement with Ms Ngculu in respect of rooms 1, 2 and 4 (store) on Erf 2688, Mbekweni, subject to the following conditions:-
 - 1.1 Ms Ngculu make arrangements with the Treasury Department for down payment of the arrears of R38 298-27 and that the lease only be entered into once such arrangements are in place;
 - 1.2 the property be leased for an initial period of 3 years with an option to renew the agreement which option will only be allowed if arrears and the rental are paid up to date;
 - 1.3 a rental amount of R1 238-90 per month (excluding VAT), which amount will escalate with 8% per annum, will be payable;
 - 1.4 the leased area may only be utilized for business purposes and the applicant will be responsible to obtain the necessary business licence and other applicable licences;
 - 1.5 the proposal be advertised for any possible objections or counter offers;
 - 1.6 the property be put out to tender after expiry of the new lease term and option period;
2. that tenders not be called at this stage in order to allow the previous tenant to pay arrears during the new lease term;
3. that the matter be re-submitted for final approval after advertisement in the press;
4. that delegated authority be granted to the Accounting Officer to take in principle decisions in respect of leases up to 3 years, as provided for in terms of Regulation 34(4) of the Municipal Asset Transfer; and

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5. that an audit be done of all Council properties being leased and a report in this regard be submitted before the end of June 2009.

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| Meeting: EM&MC – 6/05/2009 Ref No: 15/4/1(2688)M Doc No: 3556/09 | | Submitted by Directorate: Corporate Governance Author/s: A V Marais Referred from: | |
| PARAGRAPH: | ACTION: Take necessary further steps and submit report on leased properties | RESPONSIBLE DEPT: Corporate Governance (Properties) | DUE DATE: |

8. APPLICATION FOR REZONING: ERF 17090, PAARL

RESOLVED

that this matter be held over and that the SAPS report, previously requested, be included in the report to be submitted.

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| Meeting: EM&MC – 6/05/2009 Ref No: 15/4/1(17090)P Doc No: 4611/07, 3645/07, 8878/06, 9953/06, 7178/06, 7151/06, 3947, 3900,3727, 3699, 3700, 3962 & 488 | | Submitted by Directorate: Infrastructure & Planning Author/s: H Louw Referred from: EM&MC – 4/03/2009 EM&MC – 15/04/2009 | |
| PARAGRAPH: | ACTION: Submit further report | RESPONSIBLE DEPT: Infrastructure (Planning) | DUE DATE: |

9. SOPNAT – ERECTION OF WATER SLIDE AT NEW ORLEANS CARAVAN PARK

RESOLVED

1. that approval be granted to Sopnat for the use of a piece of land on the eastern side of the park adjoining Van der Stel Street and measuring 75 x 35m as per application within Orleans Caravan Park for the erection of a water slide;
2. that this approval be for a period of 6 months and that if the Directorate is satisfied a report be submitted recommending that the period be extended for another 6 months;
3. that the applicant indemnifies Council in writing against any claims that may arise as a result of this approval;
4. that the applicant pay Council an amount of R500-00 per month for the hiring of the facility; and

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5. that the applicant also be charged the relevant tariff for water to be used for this activity as well as installation and connection fees.

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| Meeting: Ref No: Doc No: | EM&MC – 6/05/2009 17/16/2/1/11 3466/09 | Submitted by Directorate: Author/s: Referred from: | Social Services A B van der Merwe |
| PARAGRAPH: | ACTION: Inform applicant | RESPONSIBLE DEPT: Admin (LP) | DUE DATE: |

10. PAYING OF REDUCED TARIFF: BOLAND NETBALL

RESOLVED

that Boland Netball pays an amount of R740-60 for the use of the netball courts at Zanddrift Sports Grounds for the 2009 season.

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| Meeting: Ref No: Doc No: | EM&MC – 6/05/2009 17/17/2/2/1/2 3475/09 | Submitted by Directorate: Author/s: Referred from: | Social Services |
| PARAGRAPH: | ACTION: Inform Boland Netball | RESPONSIBLE DEPT: Social Service (Sport) | DUE DATE: |

11. PURCHASE OF VEHICLE: MBEKWENI MULTI-PURPOSE CENTRE

RESOLVED

that the transfer of R250 000-00 from vote number 430560400200 (Mbekweni Multi-Purpose Hall) to vote number 430540448200 for the purchase of a vehicle for the Mbekweni Multi-Purpose, Centre be approved.

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| Meeting: Ref No: Doc No: | EM&MC – 6/05/2009 6/2/5/1 3477/09 | Submitted by Directorate: Author/s: Referred from: | Social Services |
| PARAGRAPH: | ACTION: Transfer funds and purchase Vehicle | RESPONSIBLE DEPT: Social Service (Community Development) | DUE DATE: |

12. AMENDMENT TO THE CONSTITUTION OF LIBRARY COMMITTEE

RESOLVED

1. that the 19 November 2008 minutes of the Library Committee **be noted**; and
2. that the following amendments to the constitution of the Library Committee be approved:-

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- 2.1 Clause 3: “at its first meeting the Committee elects a Chairperson. The chairperson may not serve more than two consecutive terms of office of three (3) years each.”
- 2.2 Clause 6: “that the members representing the community are appointed for a period of three (3) years.”

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| Meeting: Ref No: Doc No: | EM&MC – 6/05/2009 3/3/1/3/12 3478/09 | Submitted by Directorate: Author/s: Referred from: | Social Services A Abrahams |
| PARAGRAPH: | ACTION: Implement Amendments | RESPONSIBLE DEPT: Social Services (Community Services) | DUE DATE: |

13. TOURISM EXHIBITIONS FOR 2009/2010 FINANCIAL YEAR

RESOLVED

that the report **be noted** and that participation at the following events tourism shows for the 2009/10 financial year **be approved:-**

| NO. | TOURISM SHOW | DELEGATION |
|-----|----------------------------|--|
| 1. | Getaway | Senior Tourism Officer 1xTourism Officer |
| 2. | Vakantiebeurs, Utrecht | LED Portfolio Councillor; Executive Mayor or nominee; Municipal Manager or ED: Strategic Services; and LED Manager Senior Tourism Officer 1xTourism Officer |
| 3. | Beeld Holiday Show | Senior Tourism Officer 1xTourism Officer |
| 4. | ITB, Berlin | LED Portfolio Councillor; Executive Mayor or nominee; Municipal Manager or ED: Strategic Services; and LED Manager Senior Tourism Officer 1xTourism Officer |
| 5. | Cape Argus Life Cycle Expo | 2xTourism Officer |
| 6. | Paarl Mall Expo | Senior Tourism Officer 1xTourism Officer |
| 7. | Indaba | LED Portfolio Councillor; Executive Mayor or nominee; Municipal Manager or ED: Strategic Services; and LED Manager Senior Tourism Officer 1xTourism Officer |

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| Meeting: Ref No: Doc No: | EM&MC – 6/05/2009 10/1/8 3463/09 | Submitted by Directorate: Author/s: Referred from: | LED G Fouldien |
| PARAGRAPH: | ACTION: | RESPONSIBLE DEPT: | DUE DATE: |

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14. MINUTES: SARON WATER RIGHTS COMMITTEE

The Executive Mayor indicated that two more councillors would be nominated to serve on this Committee. The names would be forwarded to the Administration.

RESOLVED

1. that the minutes **be noted**; and
2. that a meeting be held at Saron regarding the water rights matter after the Water Rights Committee concluded its work.

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| Meeting: EM&MC – 6/05/2009 Ref No: 16/1/17 Doc No: | | Submitted by Directorate: Corporate Governance Author/s: Referred from: | |
| <u>PARAGRAPH:</u> | <u>ACTION:</u> | <u>RESPONSIBLE DEPT:</u> | <u>DUE DATE:</u> |

15. ANNUAL REPORT 2007/2008

It was confirmed that the outstanding information will be included whereafter a report would be submitted to Council.

RESOLVED

that the draft annual report be noted.

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| Meeting: EM&MC – 6/05/2009 Ref No: 9/1/2 Doc No: 33550/09 | | Submitted by Directorate: Strategic Services Author/s: Referred from: | |
| <u>PARAGRAPH:</u> | <u>ACTION:</u> | <u>RESPONSIBLE DEPT:</u> | <u>DUE DATE:</u> |

16. OUTSTANDING MATTERS

RESOLVED

that the report **be noted**.

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| Meeting: EM&MC – 6/05/2009 Ref No: Doc No: | | Submitted by Directorate: Author/s: Referred from: | |
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17. URGENT MATTERS

17.1 STRATEGIC SESSION: MAYCO AND MANAGEMENT

The Municipal Manager reported that the Strategic Session between Mayco and Management would be held at Goudini Spa from 20 – 22 May 2009.

NOTED

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| Meeting: EM&MC – 6/05/2009 | | Submitted by Directorate: | |
| Ref No: | | Author/s: | |
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17.2 SCARCE SKILLS ALLOWANCE

(See confidential minutes).

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| Ref No: | | Author/s: | |
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18. PARITY

(See confidential minutes).

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| Meeting: EM&MC – 6/05/2009 | | Submitted by Directorate: Corporate Governance | |
| Ref No: 4/2/4 | | Author/s: | |
| Doc No: 3540/09 | | Referred from: | |
| <u>PARAGRAPH:</u> | <u>ACTION:</u> | <u>RESPONSIBLE DEPT:</u> | <u>DUE DATE:</u> |
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19. PROPOSED TERMINATION OF CELLPHONE CONTRACT: MTN

RESOLVED

1. that the report **be noted**; and
2. that a report be submitted at the next meeting on the possibility of rental phones for Mayco members in respect of the last three (3) months of the contract.

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| Meeting: Ref No: Doc No: | EM&MC – 6/05/2009 6/3/1/2 | Submitted by Directorate: Author/s: Referred from: | Corporate Governance N C Marais |
| CLAUSE: | ACTION: Submit report on rentals | RESPONSIBLE DEPT: Corporate Governance: (Properties) | DUE DATE: |

20. QUARTERLY REPORT: 1 OCTOBER 2008 – 31 DECEMBER 2008: COMMUNITY SERVICES – PARKS SECTION

Noted.

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| Meeting: Ref No: Doc No: | EM&MC – 6/05/2009 17/5/10 | Submitted by Directorate: Author/s: Referred from: | Social Services AB van der Merwe |
| CLAUSE: | ACTION: | RESPONSIBLE DEPT: | DUE DATE: |

21. MONTHLY REPORTS: FEBRUARY 2009 – MARCH 2009: ELECTRICAL SERVICES

Noted.

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| Meeting: Ref No: Doc No: | EM&MC – 6/05/2009 | Submitted by Directorate: Author/s: Referred from: | Electrical Services J Coetzee |
| CLAUSE: | ACTION: | RESPONSIBLE DEPT: | DUE DATE: |

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22. MONTHLY REPORTS: FEBRUARY 2009 – MARCH 2009: CIVIL ENGINEERING SERVICES

Noted.

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| Meeting: EM&MC – 6/05/2009 | | Submitted by Directorate: Civil Engineering | |
| Ref No: | | Author/s: G Du Plesses | |
| Doc No: | | Referred from: | |
| <u>CLAUSE:</u> | <u>ACTION:</u> | <u>RESPONSIBLE DEPT:</u> | <u>DUE DATE:</u> |

The meeting ended at 11:31.

CHAIRPERSON:

DATE:

Confirmed on with/without amendments.

***PJ/mn
6/05/2009***