

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, 24 AUGUST 2011 AT 10:00.

PRESENT: The Executive Mayor, Clr G M M van Deventer (until 12:00)
The Executive Deputy Mayor, Clr C J Poole

Councillors: Dr N D Adams
G C Combrink
L N Daries (until 12:00)
Dr L M du Toit
E M Kearns (until 12:00)
L E Ntlemeza (until 12:00)
N J Qebenya
J G Rademeyer
Dr M D J Smith
R Smuts

Also Present: Clr J F le Roux (Speaker)
Clr R A Koegelenberg (Chief Whip)

Officials: Mr D Smit (Acting Municipal Manager)
Mr T Matthee (Executive Director: Social Services)
Mr L Coetzee (Executive Director: Infrastructure and Planning)
Dr P Naidoo (Executive Director: Strategic Services)
Mr C Petersen (Executive Director: Financial Services)
Mr A Marais (Acting Executive Director: Corporate Governance)
Mr K R Gordon (Manager: Administrative Services)



MINUTES: EXECUTIVE MAYOR & MAYORAL COMMITTEE
24 AUGUST 2011

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 10 and 11 August 2011 subject to the following amendment:

“Item 14: POSSIBLE SITE FOR THE ERECTION OF A COMMUNITY HALL IN THE GROENHEUWEL AREA, PAARL

RESOLVED

3. that comments be obtained from the ward councillor, ward committee and community residing in the vicinity of the site.”
- ii. Confidential meeting dated 11 August 2011.

2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR

1. The Executive Mayor announced that she issued a press statement with regard to the resolutions taken at the Special Council meeting held on 22 August 2011.
2. The Deputy Executive Mayor, Clr L E Ntlemenza and the Executive Director: Strategic Services have been delegated to attend the Salga National Conference in Durban from 29 August to 1 September 2011. The Deputy Executive Mayor will attend the Conference as voting member.

3. LEAVE ARRANGEMENTS

Clr G C Combrink 11 – 30 September 2011
Clr E M Kearns 5 – 9 September 2011

4. IKHWEZI COMMUNITY CENTRE

The item was dealt with in-Committee.

Meeting: Ref No: Coll No:	EM&MC – 24/08/2011 5/13/1/1 17938	Submitted by Directorate: Author/s: Referred from:	Strategic Services G Fouldien EM&MC - 10/8/2011
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

MINUTES: EXECUTIVE MAYOR & MAYORAL COMMITTEE
24 AUGUST 2011

5. INTEGRATED ECONOMIC DEVELOPMENT FACILITATION

RESOLVED

that the item, together with items 6, 7, 8, 9 and 11 be removed from the agenda and be referred to the Portfolio holders for Finance and Integrated Economic Development and Tourism and the Executive Directors: Financial Services and Strategic Services to submit a consolidated report for all the afore-mentioned items.

Meeting: Ref No: Col No:	EM&MC – 24/08/2011 15/7/1 147997	Submitted by Directorate: Author/s: Referred from:	Strategic Services Dr P Naidoo
<u>PARAGRAPH:</u>	<u>ACTION:</u> Submit consolidated report	<u>RESPONSIBLE DEPT:</u> ED: Strategic Services	<u>DUE DATE:</u>

6. INTEGRATED ECONOMIC DEVELOPMENT AREA CLUSTERS

See item 5.

Meeting: Ref No: Col No:	EM&MC – 24/08/2011 15/7/1 147998	Submitted by Directorate: Author/s: Referred from:	Strategic Services Dr P Naidoo EM & MC – 10/08/2011
<u>PARAGRAPH:</u>	<u>ACTION:</u> Implement decision	<u>RESPONSIBLE DEPT:</u> ED: Strategic Services	<u>DUE DATE:</u>

7. STRATEGIC PARTNERSHIP WITH THE INTERNATIONAL MARKETING COUNCIL (BRAND SOUTH AFRICA) AND THE DRAKENSTEIN MUNICIPALITY

See item 5.

Meeting: Ref No: Col No:	EM&MC – 24/08/2011 15/7/1 147991	Submitted by Directorate: Author/s: Referred from:	Strategic Services Dr P Naidoo EM & MC – 10/08/2011
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

8. ALIGNMENT OF TOURISM PROGRAMMES, PROJECTS AND EXHIBITIONS WITH THE CAPE WINELANDS DISTRICT MUNICIPALITY

See item 5.

Meeting: Ref no: Coll no:	EM&MC – 24/08/2011 10/1/8 147999	Submitted by Directorate: Author/s: Referred from:	Strategic Services Dr P Naidoo EM & MC – 10/08/2011
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

MINUTES: EXECUTIVE MAYOR & MAYORAL COMMITTEE
24 AUGUST 2011

9. DRAFT INVESTMENT INCENTIVES FRAMEWORK

See item 5.

Meeting: EM&MC – 24/08/2011		Submitted by Directorate: Strategic Services	
Ref no: 15/7/2		Author/s: G Fouldien	
Coll no: 144994		Referred from: EM & MC – 10/08/2011	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

10. RENEWABLE ENERGY IN DRAKENSTEIN

that the report **be noted**.

Meeting: EM&MC – 24/08/2011		Submitted by Directorate: Strategic Services	
Ref no: 15/7/1		Author/s: G Fouldien	
Coll no: 147992		Referred from: EM & MC – 10/08/2011	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

11. CO-OPERATIVE SUPPORT PROGRAMME

See item 5.

Meeting: EM&MC – 24/08/2011		Submitted by Directorate: Strategic Services	
Ref No: 15/7/3		Author/s: G Fouldien	
Doc No: 147909		Referred from: EM & MC – 10/8/2011	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

12. PROGRESS REPORT ON BUILDING CONTROL RELATED MATTERS

RESOLVED

that the report **be noted**.

Meeting: EM&MC –24/08/2011		Submitted by Directorate: Infrastructure and Planning	
Ref No: 15/3/6/1 x 15/3/6/2		Author/s: J September	
Col No: 150756		Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

MINUTES: EXECUTIVE MAYOR & MAYORAL COMMITTEE
24 AUGUST 2011

13. FEEDBACK FROM AMEU EXECUTIVE MEETINGS

RESOLVED

that the report **be noted**.

Meeting:	EM&MC –24/08/2011	Submitted by Directorate:	Infrastructure & Planning
Ref No:	12/2/1/4/16	Author/s:	M J Rhode
Col No:	150754	Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

14. CONSTRUCTION OF VAN DER STEL STREET CONNECTION BETWEEN BO-DAL AND JAN VAN RIEBEECK ROAD: TRANSFER OF FUNDS BETWEEN VOTES

RESOLVED

1. that the re-allocation of existing funds in the 2011/12 budget from the following votes for Upgrading of Van Der Stel Street, votes 812540655000 and 812541021100 be approved:

Vote Number	Description	Amount
812540619400	Slope Stabilisation: Jan van Riebeeck	R1 000 000.00
812540654100	Mbekweni Ring Road	R1 000 000.00
812541020600	Mbekweni Ring Road	R1 000 000.00
812540655200	Primary Routes	R1 900 000.00
812540655300	Primary Routes	R1 900 000.00
812540655400	Secondary Routes	R1 900 000.00
Sub Total		R8 700 000.00

2. that the Executive Director: Infrastructure and Planning investigate and submit a report on the provision of a robot or roundabout at the Jan van Riebeeck Road junction and if it can be implemented, an indication be given whether this project can be incorporated in the project mentioned in paragraph 1.

Meeting:	EM&MC –24/08/2011	Submitted by Directorate:	Infrastructure & Planning
Ref No:	16/3/2	Author/s:	C Lotz
Col No:	150758	Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
1	Implement decision	ED: Infrastructure and Planning	
2	Submit report		

15. INVITATION TO SPEAK AT THE ANEEL SEMINAR

RESOLVED

that special leave be approved for the Head: Electrical Services, Mr M J Rhode, to attend the ANEEL Prepayment Seminar in Brazil from 19 – 23 September 2011.

Meeting:	EM&MC –24/08/2011	Submitted by Directorate:	Infrastructure & Planning
Ref No:	4/10/2	Author/s:	M J Rhode
Col No:	150762	Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Implement decision	ED: Infrastructure and Planning	

MINUTES: EXECUTIVE MAYOR & MAYORAL COMMITTEE
24 AUGUST 2011

16. PROPOSED CAPE WINELANDS DISTRICT MUNICIPALITY REGIONAL LANDFILL SITE

RESOLVED

1. that the municipality register as an Interested and Affected Party and complete the official document for submission to Messrs Resource Management Services;
2. that Cape Winelands District Municipality be supported in their search for a Regional Landfill site; and
3. that should such landfill site be within the Drakenstein area, all tariffs for landfill disposal must include costs for the deterioration of our road network/infrastructure and that Drakenstein be consulted on the determination of tariffs.

Meeting: EM&MC – 24/08/2011	Submitted by Directorate: Infrastructure & Planning		
Ref No: 12/1/1	Author/s: R M Brown		
Col No: 150769	Referred from:		
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Implement decision	ED I+P	

17. PURCHASE OF MUNICIPAL PROPERTY: ERF 556 MAIN STREET, PAARL DACHSTEIN INVESTMENTS

RESOLVED

that it be recommended to Council

1. that final approval be granted for the direct sale of Erf 556 Paarl, measuring ±600m² in extent, at R600 000,00 (VAT excluded) to the owner of the adjoining property, Mr H J Marais (Dachstein Investments), subject to the normal conditions of sale as well as the following conditions:
 - 1.1 the property must be consolidated with the applicant's property, Erf 557 Paarl;
 - 1.2 the property must be rezoned to Special Business with a restriction limiting the use thereof to parking purposes only;
 - 1.3 that the applicant at own cost erect a boundary wall between Erven 556 and 569 Paarl along the Main Street boundary and that the condition be registered as a title condition;
 - 1.4 that all related costs will be for the applicant's account;
 - 1.5 that the applicant relocate the electrical cables that currently run across the property at own cost. Should the relocation not be practical in the view of the Municipality, a servitude of Right of Way over the property must be registered at the applicant's cost.

MINUTES: EXECUTIVE MAYOR & MAYORAL COMMITTEE
24 AUGUST 2011

2. that tenders not be called for the sale of this erf due to the following reasons:

- 2.1 the erf does not have an access to the Paarl Main Road and access will have to be obtained from an adjoining erf with an existing access to the said road and can therefore only be sold to an adjoining landowner; and
- 2.2 the other adjoining landowner of Erf 555 Paarl has indicated in writing that he is not interested in acquiring Erf 556 Paarl for parking purposes.

Meeting: EM&MC – 24/08/2011	Submitted by Directorate: Corporate Governance		
Ref No: 15/4/1 (556)P	Author/s: N Marais		
Col No: 150834	Referred from: Council – 30/3/2011		
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

18. PROPOSED SALE OF A PORTION OF ERF 8431 PAARL TO THE GROOT PARYS DEVELOPMENT TRUST

RESOLVED

that the item be referred back for investigation whether the land in option could be utilized for a cemetery related use such as a wall of remembrance.

Meeting: EM&MC – 24/08/2011	Submitted by Directorate: Corporate Governance		
Ref No: 15/4/1 (27438)P	Author/s: N Marais		
Col No: 150833	Referred from: EM&MC – 20/7/2011		
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Submit report	ED Social Services	

19. PROPOSED SALE OF MUNICIPAL LAND – ERF 20950 PAARL FOR SOCIAL, WELFARE AND CHURCH PURPOSES

RESOLVED

that it be recommended to Council

1. that approval in principle be granted for the alienation of the property;
2. that tenders be called for the purchase and development of Erf 20950 Paarl, measuring 1822,3m² in extent, for social, welfare and church purposes;
3. that the technical conditions laid down by the technical departments be incorporated into the tender document;
4. that approval be granted for the alienation of the property at a reserve price of 20% of market value;
5. that a reversal clause be registered against the title of the property; and

MINUTES: EXECUTIVE MAYOR & MAYORAL COMMITTEE
24 AUGUST 2011

6. that House of Revival be informed accordingly.

Meeting: EM&MC – 24/08/2011 Ref No: 15/4/1 (20950)P Col No: 150836		Submitted by Directorate: Corporate Governance Author/s: N Marais Referred from: Council – 22/09/2010	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

20. REVIEW OF SYSTEM OF DELEGATIONS

RESOLVED

that it be recommended to Council that the delegations as set out in the reviewed System of Delegations be approved in terms of section 59 of the Local Government: Municipal Systems Act, 2000 (Act No 32 of 2000) subject to the principles and the conditions set out therein.

Meeting: EM&MC – 24/08/2011 Ref No: 2/4B Col No: 150835		Submitted by Directorate: Corporate Governance Author/s: A V Marais Referred from: Council – 23/06/2011	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

21. REQUEST FOR UPGRADING OF CLOAK ROOMS AT SIMONDIUM PRIMARY SCHOOL

RESOLVED

that a donation funded from the operational budget be granted to the Simondium Primary School for the upgrading of cloak rooms subject to :

1. the signing of a memorandum of understanding allowing the community at large to have access to the facility; and
2. compliance with section 67 of the Local Government: Municipal Finance Act, 2003 (Act No 56 of 2003).

Meeting: EM&MC – 24/08/2011 Ref No: 17/7/2/2/6 Col No: 150434		Submitted by Directorate: Social Services Author/s: A van der Merwe Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u> Implement decision	<u>RESPONSIBLE DEPT:</u> ED: Social Services	<u>DUE DATE:</u>

22. DRAKENSTEIN MUNICIPALITY HUMAN SETTLEMENT INDABA: 5 – 6 SEPTEMBER 2011

RESOLVED

1. that the Indaba be held over one and a half days and the program be amended accordingly; and

MINUTES: EXECUTIVE MAYOR & MAYORAL COMMITTEE
24 AUGUST 2011

2. all councillors be invited to attend the Indaba.

Meeting: EM&MC – 24/08/2011 Ref No: 17/5/6/2/2 Col No: 150770		Submitted by Directorate: Social Services Author/s: K Sethoabane Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u> Implement decision	<u>RESPONSIBLE DEPT:</u> ED: Social Services	<u>DUE DATE:</u>

23. PUBLIC OPEN SPACES

Clr L E Ntlemeza informed the Committee that Ward Councillors were provided with a list of public open spaces and were requested to submit suggestions for the usage of the spaces in conjunction with ward committees and the community. After further discussion management requested that the information on the list be verified before ward councillors engage with the community in order to avoid confusion.

RESOLVED

1. that the list of possible public open spaces be noted and the Executive Director: Infrastructure and Planning be requested to verify the information on the list in respect of ownership, whether proposed development plans exist and to re-produce the list in landscape format before it is distributed to ward councillors;
2. that the Executive Director: Social Services submit a report on the Saron Holiday Resort; and
3. that note be taken that the Executive Mayor will be launching a project called “Save our Heritage” under the leadership of Clr J G Rademeyer to upgrade and improve municipal amenities and facilities in partnership with external roleplayers.

Meeting: EM&MC – 24/08/2011 Ref No: Col No:		Submitted by Directorate: Author/s: Referred from:	
<u>PARAGRAPH:</u> 1. 2.	<u>ACTION:</u> Implement decision Submit report	<u>RESPONSIBLE DEPT:</u> Executive Director: Infra & Planning ED: Social Services	<u>DUE DATE:</u>

24. OUTSTANDING MATTERS

RESOLVED

1. that note be taken of the progress that has been made with the outstanding items as reported by the relevant Councillors and Executive Directors;

2. **PAARL WATERFRONT**

that an informal meeting be arranged between the Paarl Waterfront Development Company and an Ad hoc Committee consisting of the Executive Mayor, Speaker, Clr J G Rademeyer , as well as councillors and officials who were involved in this matter to discuss outstanding issues regarding the development; and

MINUTES: EXECUTIVE MAYOR & MAYORAL COMMITTEE
24 AUGUST 2011

3. REQUEST FOR THE WRITE OFF OF WATER CONSUMPTION COSTS DUE TO LEAKAGE: PAARLZICHT PRIMARY SCHOOL

that note be taken that Clr R A Koegelenberg has taken the matter up with the Principal of Paarlzicht Primary School and that he is awaiting feedback.

Meeting: EM&MC – 24/08/2011 Ref No: Col No:		Submitted by Directorate: Author/s: Referred from:	
<u>PARAGRAPH:</u> 2	<u>ACTION:</u> Arrange meeting	<u>RESPONSIBLE DEPT:</u> Acting ED: Corporate Governance	<u>DUE DATE:</u>

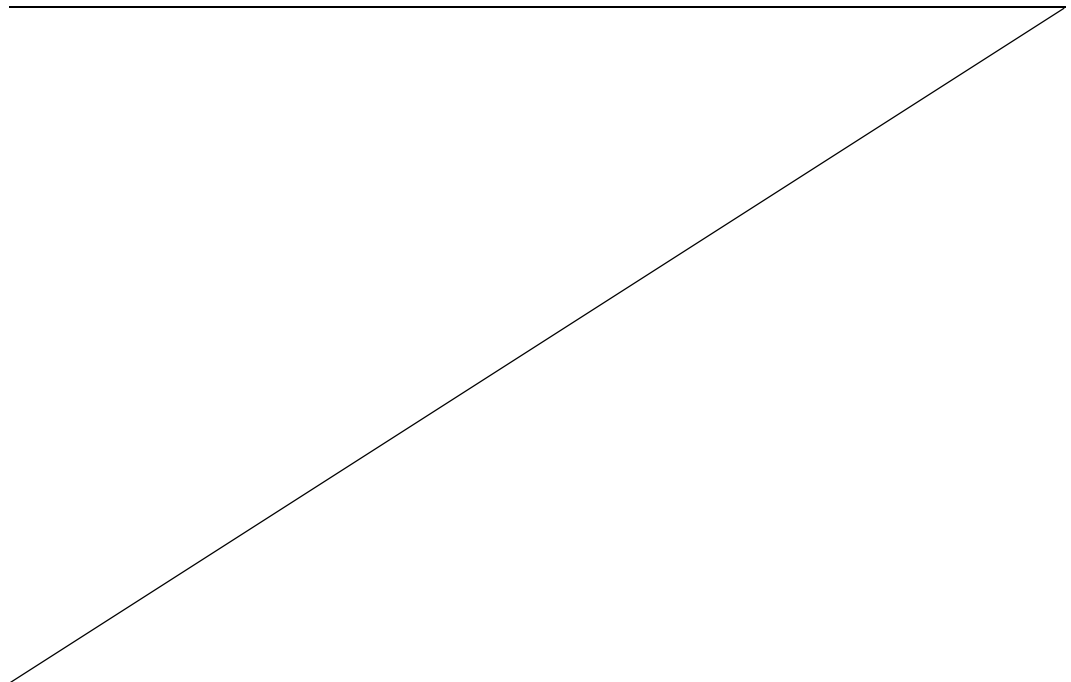
25. URGENT MATTERS

25.1 EXECUTIVE MAYOR'S SPECIAL FUND: AMENDMENT OF GUIDELINES

The enclosed item was tabled by Clr G C Combrink and considered.

RESOLVED

that it be recommended to Council that the attached Guidelines for the Executive Mayor's Special Fund be approved.



Meeting: EM&MC – 24/08/2011 Ref No: 5/13/1/1 Col No: 151177		Submitted by Directorate: Author/s: Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

MINUTES: EXECUTIVE MAYOR & MAYORAL COMMITTEE
24 AUGUST 2011

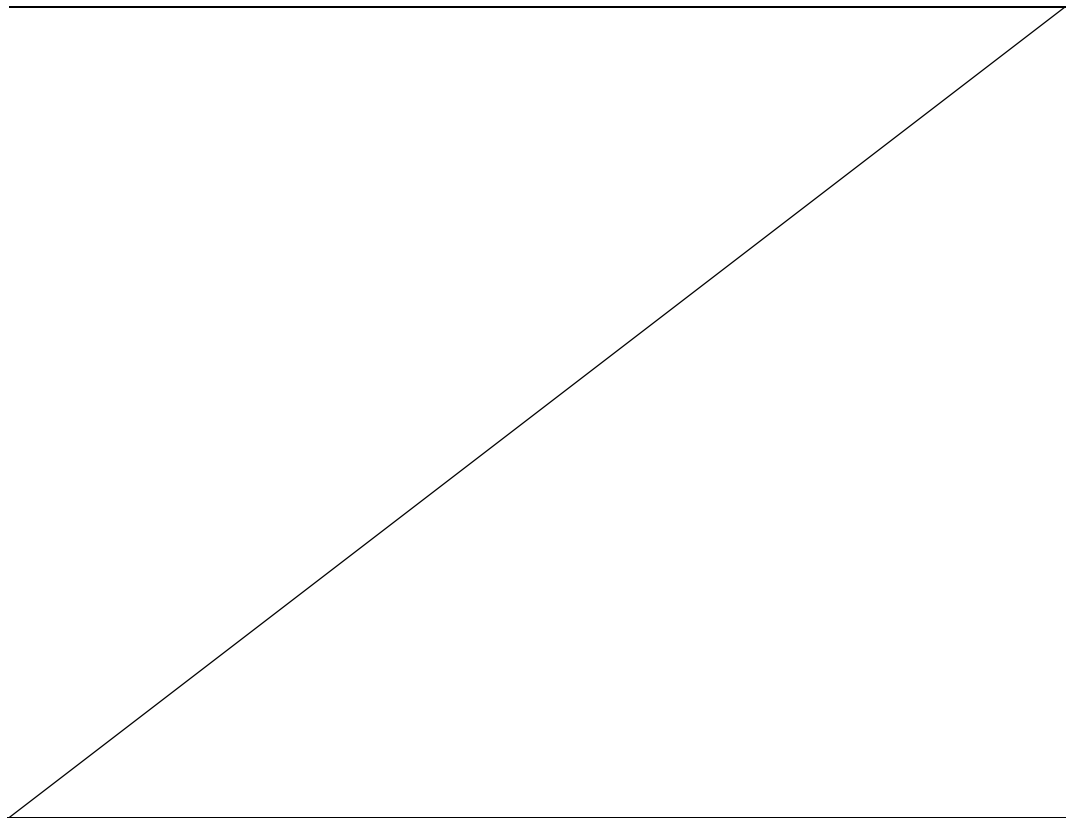
25.2 DRAKENSTEIN MUNICIPALITY AUDIT COMMITTEE CHARTER

The enclosed document was tabled by Clr G C Combrink and considered.

RESOLVED

that it be recommended to Council:

1. that the attached Drakenstein Municipality Audit Committee Charter be accepted; and
2. that the remuneration structure and possible re-composition of the Audit Committee be investigated and a report be submitted to the Executive Mayor and Mayoral Committee.



Meeting: EM&MC – 24/08/2011	Submitted by Directorate:		
Ref No: 3/3/1/3/9	Author/s:		
CoI No: 149873	Referred from:		
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

**MINUTES: EXECUTIVE MAYOR & MAYORAL COMMITTEE
24 AUGUST 2011**

25.3 MONTHLY BUDGET STATEMENTS: JULY 2011

A report by the Executive Director: Finance was tabled and considered.

RESOLVED

that it be recommended to Council

1. that the report **be noted**, and
2. that the Executive Director: Financial Services submit a report on steps being taken against staff with outstanding Municipal accounts and who have not participated in the Rand to Rand debt write off initiative.

Meeting: EM&MC – 24/08/2011 Ref No: 5/13/1/1 Col No: 147938		Submitted by Directorate: Financial Services Author/s: C Petersen Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

25.4 UNAUDITED FINANCIAL STATEMENTS

The above-mentioned document was tabled by Clr G C Combrink and considered. The Executive Director: Financial Services informed the Committee of the process for dealing with the statements and that it will be submitted to the Audit Committee in the first instance. Once the statements have been audited, it will be re-submitted.

Noted.

Meeting: EM&MC – 24/08/2011 Ref No: Col No:		Submitted by Directorate: Author/s: Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

26. MONTHLY REPORTS

Noted.

Meeting: EM&MC – 24/08/2011 Ref No: Col No:		Submitted by Directorate: Author/s: Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

The meeting ended at 13:45.

CHAIRPERSON:

DATE:

Confirmed on **with/without amendments.**

KG

MINUTES: EXECUTIVE MAYOR & MAYORAL COMMITTEE
24 AUGUST 2011