

# 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, 10 AUGUST 2011 AT 14:00 AND THURSDAY, 11 AUGUST 2011 AT 11:00.

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**PRESENT:** The Executive Mayor, Clr G M M van Deventer  
The Executive Deputy Mayor, Clr C J Poole

**Councillors:** Dr N D Adams  
G C Combrink  
L N Daries  
Dr L M du Toit  
E M Kearns  
L E Ntlemeza  
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:** Dr S Kabanyane (Municipal Manager)  
Mr K Mrali (Executive Director: Corporate Governance)  
Mr T Mathee (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 (Head: Corporate Services)  
Mr K R Gordon (Manager: Administrative Services)



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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:-**

- 1) Ordinary meeting dated 20 July 2011, subject to the following amendment:

Leave Arrangements

Dr L M du Toit - 16 September to 12 October 2011

- 2) Confidential meeting dated 20 July 2011.

**2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR**

The Executive Mayor made the following announcements:

- 2.1 The Women's Day event for municipal staff will be held on 19 August 2011 and that an event for women councillors will be held on 16 August 2011 to discuss women affairs.
- 2.2 A Women's Forum will be established in September 2011. All political parties will be invited to nominate women in the Drakenstein area to serve on the Forum. The Forum will provide women an opportunity to share views on women and community matters.
- 2.3 Complaints have been received about law enforcement officers who do not enforce the agreement in the Paarl town centre. Photos have also been received of law enforcement officers who do not obey traffic rules. The Municipal Manager was requested to address the matter.
- 2.4 Costs related to meals for meeting purposes will be drastically reduced. Sandwiches and coffee will replace huge meals during meetings and the savings will be used to establish a fund for the training of youth.
- 2.5 Travel and accommodation costs for attending conferences, training, etc must be used sparingly.
- 2.6 The Municipal Manager was requested to urge staff to use electricity in municipal buildings sparingly and cost-effectively especially in the Civic Centre where lights and air conditioners are left on after working hours.

**3. LEAVE ARRANGEMENTS**

K Mrali – (15 – 19 August 2011 - attending a course).

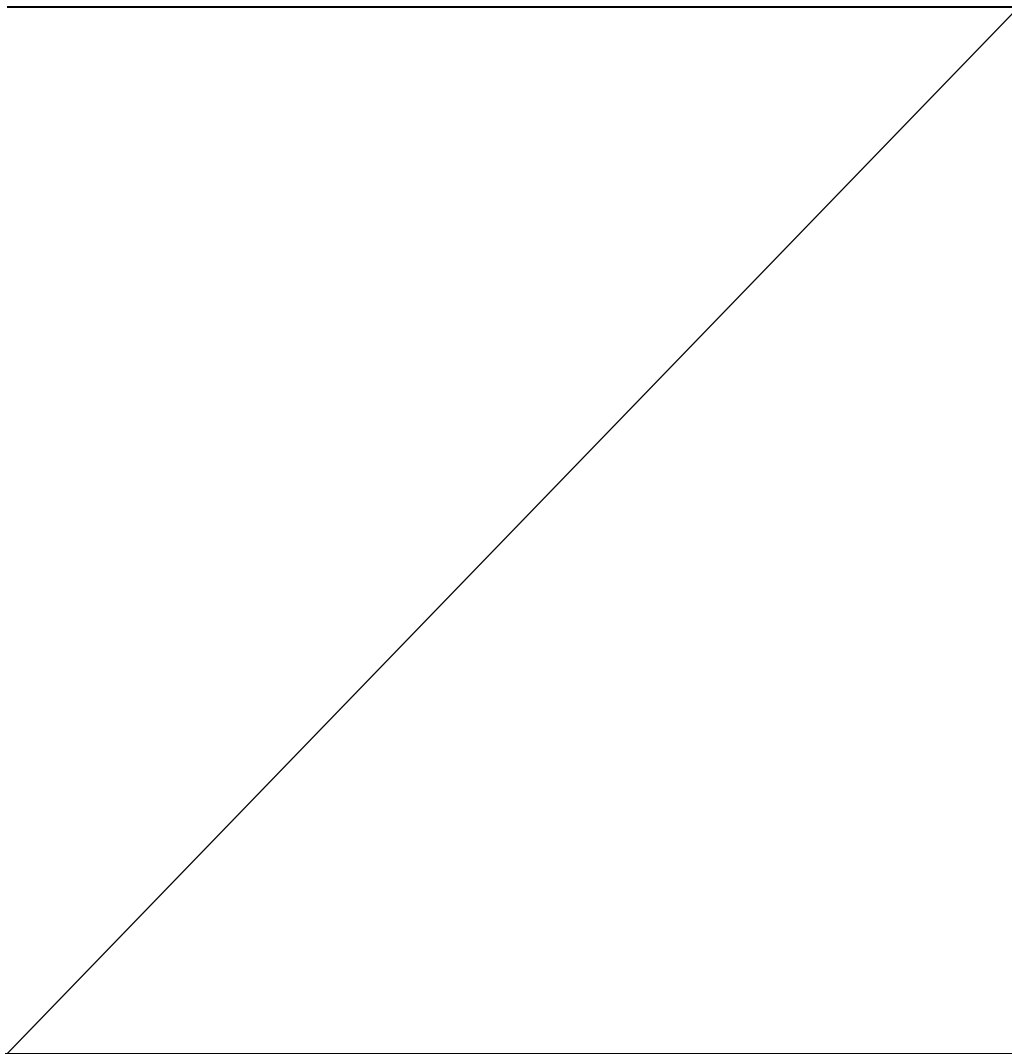
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**4. SERVICE DELIVERY AND CUSTOMER SATISFACTION: COMMUNITY SURVEY ANALYSIS AND REPORT: 2011**

Mr Themba Jack of the Research Agency, Research and Performance Resolutions (RAPS) made a presentation on the Drakenstein Community Satisfaction survey which was conducted from 1 April to May 2011. The outcome of the survey as reflected in the attached executive summary, was discussed.

**RESOLVED**

that the presentation and outcome of the study **be noted**.



Meeting:	EM&MC – 10/08/2011	Submitted by Directorate:	
Ref No:	2/2/11	Author/s:	
Coll No:	148451	Referred from:	EM&MC (4) -20/7/2011
<b><u>PARAGRAPH:</u></b>	<b><u>ACTION:</u></b>	<b><u>RESPONSIBLE DEPT:</u></b>	<b><u>DUE DATE:</u></b>

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**5. FINAL DRAFT OF DRAKENSTEIN AUDIT COMMITTEE CHARTER**

**RESOLVED**

that the item be referred back in order to make adjustments to the Audit Committee Charter where appropriate and a final draft be re-submitted to the next meeting of the Executive Mayor and Mayoral Committee.

Meeting: EM&MC – 10/08/2011		Submitted by Directorate: Municipal Manager	
Ref No: 3/3/1/3/9		Author/s: Dr S Kabanyane	
Col No: 149873		Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Resubmit item	Internal Audit	

**6. INTER-MUNICIPAL RELATIONSHIP BETWEEN DRAKENSTEIN MUNICIPALITY AND WALVIS BAY MUNICIPALITY**

**RESOLVED**

1. that the delegation from the Municipality of Walvis Bay visit to Drakenstein Municipality in October 2011 be approved; and
2. that a programme for the visit be developed jointly with the Municipality of Walvis Bay and be approved by the Executive Mayor.

Meeting: EM&MC –10/08/2011		Submitted by Directorate: Strategic Services	
Ref No: 2/6/11		Author/s: A Sauls	
Col No: 149578		Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Implement decision	ED: Strategic Services	

**7. LOCAL GOVERNMENT: MUNICIPAL PROPERTY RATES AMENDMENT BILL OF 2011**

**RESOLVED**

that the report **be noted**.

Meeting: EM&MC –10/08/2011		Submitted by Directorate: Strategic Services	
Ref No: 1/2/10		Author/s: A Sauls	
Col No: 149576		Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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**8. BRIEFING ON THE WESTERN CAPE LIQUOR ACT OF 2008 (PROPOSED AMENDMENTS)**

**RESOLVED**

that it be recommended to Council:

1. that a task team of councillors and officials be set up to work on a by-law for the municipality, which by-law deals with trading hours inter alia; and
2. that the task team report back in three months' time, after which the processes for adopting by-laws will be started.

Meeting: EM&MC – 10/08/2011 Ref no: 1/3/5 Coll no: 149582		Submitted by Directorate: Strategic Services Author/s: A Sauls Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

**9. LOCAL GOVERNMENT: MUNICIPAL SYSTEMS AMENDMENT ACT OF 2011**

**RESOLVED**

that the report **be noted**.

Meeting: EM&MC – 10/08/2011 Ref no: 1/2/5 Coll no: 149581		Submitted by Directorate: Strategic Services Author/s: A Sauls Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

**10. NEW CORPORATE IDENTITY FOR DRAKENSTEIN MUNICIPALITY**

**RESOLVED**

that the item be held over until further notice.

Meeting: EM&MC – 10/08/2011 Ref no: 1/2/5 Coll no: 149581		Submitted by Directorate: Strategic Services Author/s: A Sauls Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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**11. PARTNERSHIP AGREEMENTS**

**RESOLVED**

1. that the report **be noted**; and
2. that the Executive Director: Strategic Services investigate the actual benefits of international relations with municipalities which will enhance a positive outcome for the municipality and submit a report in this regard to the Executive Mayor and Mayoral Committee.

Meeting: Ref No: Doc No:	EM&MC – 10/08/2011 2/6/11 147928	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	Submit report	ED: Strategic Services	

**12. COUNCILLOR REPRESENTATION ON THE WESTERN CAPE DIVISION OF THE SALGBC STRUCTURES**

**RESOLVED**

that the item be referred to the Executive Mayor for the nomination of councillors, if necessary.

Meeting: Ref No: Col No:	EM&MC –10/08/2011 2/6/6/3 149718	Submitted by Directorate: Author/s: Referred from:	Corporate Governance N Matolengwe
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Refer item to Executive Mayor	Corporate Governance (Admin)	

**13. RENEWAL OF LEASE AGREEMENT: PAARL PIGEON HALL – PORTION OF ERF 593 PAARL**

**RESOLVED**

that it be recommended to Council:

1. that approval in principle be granted for the renewal of the lease of the Paarl Pigeon Hall on a portion of Erf 593 Paarl to the Paarl District Homing Union, subject to the standard lease conditions as well as the further conditions:-
  - 1.1 the property will be leased at a reduced rental amount of R 366-67 per month (VAT excluded) with a 10% escalation per annum;
  - 1.2 the lease will endure for a period of 2 years, after which the renewal thereof will be reviewed by Council;
  - 1.3 no sub-leasing will be allowed without prior written consent from the municipality;

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1.4 social functions will be limited to the following days and hours:-

Monday – Thursday till 23:00  
 Friday and Saturday till 00:00

1.5 no function will be allowed on Public Holidays and Sundays;

1.6 all administrative and legal requirements be adhered to;

1.7 the lease be advertised in the press for possible objections or counter offers; and

2. that the property not be put out on tender since it has been earmarked as a sport facility.

Meeting: Ref No: Col No:	EM&MC –10/08/2011 15/4/1 (593)P 149876	Submitted by Directorate: Author/s: Referred from:	Corporate Governance N Marais
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

**14. POSSIBLE SITES FOR THE ERECTION OF A COMMUNITY HALL IN THE GROENHEUWEL AREA, PAARL**

**RESOLVED**

1. that approval in principle be granted for the erection of a Community Hall for the Groenheuwel Area on Erf 17746 Paarl;
2. that the north eastern portion of the site be considered for residential or public park purposes; and
3. that comments be obtained from the ward committee and community residing in the vicinity of the site.

Meeting: Ref No: Col No:	EM&MC –10/08/2011 17/15/2/1/5 149955	Submitted by Directorate: Author/s: Referred from:	Corporate Governance N Marais
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
2 3	Investigate north eastern portion of site  Obtain comment from the Ward Committee and Community	Corporate Services (Properties)	

**15. PAARL WATERFRONT: PRESENTATION**

Mr Garth Adams, Managing Director of the Paarl Waterfront Development Company, made a presentation to the Committee on the progress with the implementation of the project. The following issues which are attached as Annexure were discussed:-

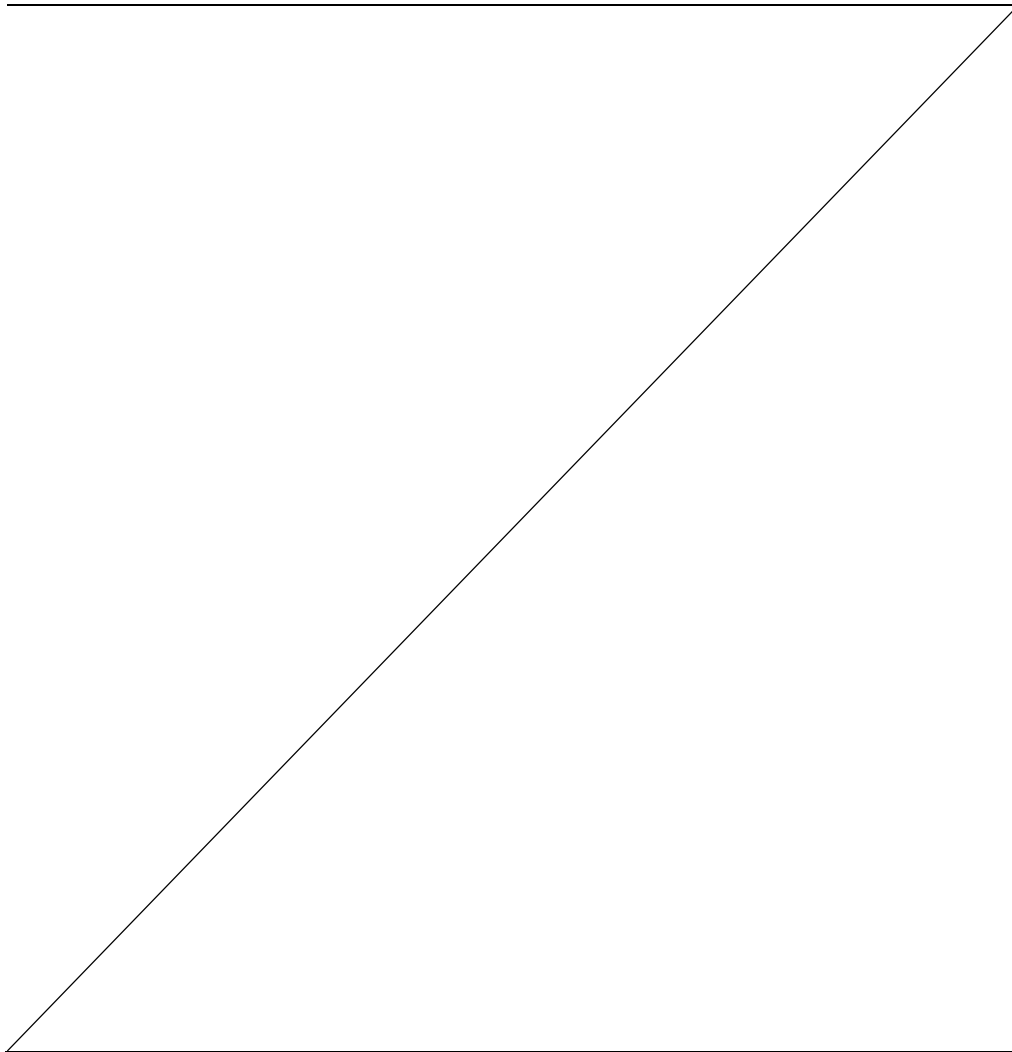
1. Background to the development
2. Scope of the development
3. Legacy Program Focus Area
4. Social and Economic Benefits

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5. Update of approvals process
6. Relocation of Sport Codes
7. Paarl Rugby Club
8. Anticipated Timeframes
9. Recommendation

**RESOLVED**

that the Paarl Rugby Club's requests be further discussed with the Developers in order to resolve the matter.



Meeting:	EM&MC -10/08/2011	Submitted by Directorate:	Strategic Services
Ref No:	15/4/1 (8431)P	Author/s:	G Fouldien
Col No:	147937	Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u> Arrange discussions	<u>RESPONSIBLE DEPT:</u> ED: Strategic Services	<u>DUE DATE:</u>

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**16. IKHWEZI COMMUNITY CENTRE**

**RESOLVED**

that the item be held over for the next meeting.

Meeting: EM&MC – 10/08/2011 Ref No: 5/13/1/1 Col No: 147938		Submitted by Directorate: Strategic Services Author/s: G Fouldien Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u> Resubmit item	<u>RESPONSIBLE DEPT:</u> ED: Strategic Services	<u>DUE DATE:</u>

**17. INTEGRATED ECONOMIC DEVELOPMENT FACILITAION**

**RESOLVED**

that the item be held over for the next meeting.

Meeting: EM&MC – 10/08/2011 Ref No: 15/7/1 Col No: 147997		Submitted by Directorate: Strategic Services Author/s: Dr P Naidoo Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u> Resubmit item	<u>RESPONSIBLE DEPT:</u> ED: Strategic Services	<u>DUE DATE:</u>

**18. INTEGRATED ECONOMIC DEVELOPMENT AREA CLUSTERS**

**RESOLVED**

that the item be held over for the next meeting.

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

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

**RESOLVED**

that the item be held over for the next meeting.

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

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**20. DRAFT INVESTMENT INCENTIVES FRAMEWORK**

**RESOLVED**

that the item be held over for the next meeting.

Meeting: EM&MC – 10/08/2011 Ref No: 15/7/2 Col No: 147994	Submitted by Directorate: Strategic Services Author/s: G Fouldien Referred from:		
<u>PARAGRAPH:</u>	<u>ACTION:</u> Resubmit item	<u>RESPONSIBLE DEPT:</u> ED: Strategic Services	<u>DUE DATE:</u>

**21. RENEWABLE ENERGY IN DRAKENSTEIN**

**RESOLVED**

that the item be held over for the next meeting.

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

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

**RESOLVED**

that the item be held over for the next meeting.

Meeting: EM&MC – 10/08/2011 Ref No: 2/6/1 Col No: 147991	Submitted by Directorate: Strategic Services Author/s: Dr P Naidoo Referred from:		
<u>PARAGRAPH:</u>	<u>ACTION:</u> Resubmit item	<u>RESPONSIBLE DEPT:</u> ED: Strategic Services	<u>DUE DATE:</u>

The meeting adjourned at 17:16 on 10 August 2011 and resumed on 11 August 2011 at 11:00.

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**23. FESTIVAL OF LIGHTS 2011**

**RESOLVED**

that this matter be referred back for further interactions between the Portfolio holders for Finance and Integrated Economic Development and Tourism and the relevant Executive Directors on how to proceed with this matter and a report be submitted to the Executive Mayor and Mayoral Committee.

Meeting: EM&MC – 11/08/2011 Ref No: 11/12/1 Col No: 149684		Submitted by Directorate: Strategic Services Author/s: Dr P Naidoo Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u> Submit report	<u>RESPONSIBLE DEPT:</u> ED: Strategic Services	<u>DUE DATE:</u>

**24. CO-OPERATIVE SUPPORT PROGRAMME**

**RESOLVED**

that the item be held over for the next meeting.

Meeting: EM&MC – 11/08/2011 Ref No: 15/7/3 Col No: 147909		Submitted by Directorate: Strategic Services Author/s: G Fouldien Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u> Resubmit item	<u>RESPONSIBLE DEPT:</u> ED: Strategic Services	<u>DUE DATE:</u>

**25. TOURISM FUNCTION**

**RESOLVED**

that this matter be referred back for further interaction between the Portfolio holders for Finance and Integrated Economic Development and Tourism and the relevant Executive Directors on how to proceed with this matter and a report be submitted to the Executive Mayor and Mayoral Committee.

Meeting: EM&MC – 11/08/2011 Ref No: 10/1/8 Col No: 147930		Submitted by Directorate: Strategic Services Author/s: G Fouldien Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u> Submit report	<u>RESPONSIBLE DEPT:</u> ED: Strategic Services	<u>DUE DATE:</u>

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**26. UPDATE DRAFT WATER SERVICES DEVELOPMENT PLAN 2011/2012 FOR DRAKENSTEIN MUNICIPALITY**

**RESOLVED**

1. that the Draft WSDP 2011/2012 for Drakenstein Municipality be approved;
2. that copies of the approved Draft WSDP be distributed by the Department: Civil Engineering Services to the institutions as required by the Water Services Act; and
3. that the Draft WSDP be advertised for public comment and submitted to Council thereafter for final approval.

Meeting: EM&MC – 11/08/2011 Ref No: 1/2/16 Col No: 147775		Submitted by Directorate: Infrastructure and Planning Author/s: A Kowalewski Referred from:	
<u>PARAGRAPH:</u> 2 & 3	<u>ACTION:</u> Implement decision	<u>RESPONSIBLE DEPT:</u> ED: Infrastructure & Planning	<u>DUE DATE:</u>

**27. IMESA ANNUAL CONFERENCE: 26 – 28 OCTOBER 2011**

**RESOLVED**

that the Portfolio holder for Infrastructure and Planning, Clr J G Rademeyer, be nominated to attend the IMESA Conference from 26 – 28 October 2011 together with the relevant officials.

Meeting: EM&MC – 11/08/2011 Ref No: 12/1/1 X 12/2/1/4/5 Col No: 149716		Submitted by Directorate: Infrastructure and Planning Author/s: L P Coetzee Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u> Arrange attendance	<u>RESPONSIBLE DEPT:</u> ED: Infrastructure & Planning	<u>DUE DATE:</u>

**28. VISITOR SAFETY AT THE PAARL BIRD SANCTUARY**

**RESOLVED**

that the report **be noted**.

Meeting: EM&MC – 11/08/2011 Ref No: 3/3/1/3/8/3 Col No: 149715		Submitted by Directorate: Infrastructure and Planning Author/s: G S Du Plessis / R M Brown Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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**29. MAINTENANCE POLICY**

**RESOLVED**

1. that the proposed Electrical Maintenance Policy (Appendix 1 to the departmental report) be adopted as a draft; and
2. that the Draft Policy be submitted to the Infrastructure and Planning Portfolio Committee.

Meeting: EM&MC – 11/08/2011		Submitted by Directorate: Infrastructure and Planning	
Ref No: 16/2/B		Author/s: M J Rhode	
CoI No: 149714		Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Submit Policy to Portfolio Committee	Admin (CL)	

**30. HOUSE SHOP SURVEY AND INTEGRATED HOUSE SHOP POLICY FOR DRAKENSTEIN MUNICIPALITY**

**RESOLVED**

1. that the report **be noted**;
2. that a date be provided to the Department Planning Services in order to organise a workshop on the House Shop Policy and finalisation of an Integrated House Shop Policy; and
3. that all the councillors be informed of the intended workshop.

Meeting: EM&MC – 11/08/2011		Submitted by Directorate: Infrastructure and Planning	
Ref No: 15/4/4		Author/s: A Shortles	
CoI No: 149740		Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
2+3	Implement decision	ED: Infrastructure & Planning	

**31. APPLICATION FOR TEMPORARY AND PERMANENT LAND USE DEPARTURES: ERF 940 PAARL**

**RESOLVED**

1. that approval be granted as follows:-
  - 1.1 in terms of section 15(1)(b) of the Land Use Planning Ordinance, 1985 (Ord 15 of 1985) for a temporary land use departure (5 years) on Erf 940 Paarl for the establishment of a crèche that will accommodate a maximum of 25 children between the ages of 6 months and 5 years as indicated on the Site Development Plan (Annexure B to the departmental report); and

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- 1.2 in terms of section 15(1)(b) of the Land Use Planning Ordinance, 1985 (Ord 15 of 1985) for a permanent land use departure on Erf 940 Paarl for the relaxation of the 1,5m side building line to 0m in order to accommodate a second storey on top of the existing garage from which the crèche will be run as indicated on the Site Development Plan (Annexure B to the departmental report);
2. that the approval granted in paragraphs 1.1 to 1.2 above, be subject to the following conditions in terms of section 42(1) of the Land Use Planning Ordinance, 1985 (Ord 15 of 1985):-
  - 2.1 Adherence to the conditions laid down by the Cape Winelands District Municipality: Health Section in its letter 17/1/1/4/1/2 (Erf 940) P dated 7 September 2009 (Annexure E to the departmental report);
  - 2.2 Adherence to the conditions laid down by Drakenstein Municipality: Civil Engineering Services Department in its memorandum 15/4/1 (940) P (1480) dated 14 July 2011 (Annexure F to the departmental report);
  - 2.3 Adherence to the following conditions laid down by Drakenstein Municipality: Fire Section:-
    - 2.3.1 1 x 4,5kg chemical powder fire extinguisher must be provided at the storeroom outside and be placed in weather proof housing with sign and arrows;
    - 2.3.2 1 x 4,5kg fire extinguisher must be provided in a passage next to the kitchen with sign and arrow;
    - 2.3.3 A fire blanket is recommended for the kitchen area;
    - 2.3.4 5 x Running man and arrows must be provided at positions indicated to the applicant;
    - 2.3.5 The extra key for the 3 - 6 year olds classroom door leading to the outside must be placed in a small breakglass cabinet mounted on the wall for easy access;
  - 2.4 Adherence to the following conditions from a planning point of view:-
    - 2.4.1 The crèche shall only be in operation from Mondays to Fridays between the hours of 06:30 am to 17:30 pm;
    - 2.4.2 A maximum of twenty-five (25) children may be accommodated on the premises;
    - 2.4.3 The crèche will be limited to the areas indicated on the Site Development Plan (Annexure B to the departmental report);
    - 2.4.4 Provision should be made for adequate indoor and outdoor play areas;
    - 2.4.5 No new structures are to be erected or existing buildings converted without the prior approval of building plans by Council;

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2.4.6 The approval applies only to the temporary departure and building line departure in question and shall not be construed as authority to depart from any other legal prescriptions or requirements; and

2.4.7 The approval will be valid for a period of five years from the date of approval. The approval can however be extended for a further five years subject to the submission of an application for such an extension prior to the original approval lapsing date.

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<b><u>PARAGRAPH:</u></b>	<b><u>ACTION:</u></b> Inform parties	<b><u>RESPONSIBLE DEPT:</u></b> Admin (HB)	<b><u>DUE DATE:</u></b>

**32. APPLICATION FOR REZONING: FARM 1222 PAARL DIVISION**

**RESOLVED**

1. that approval be granted in terms of section 16 of the Land Use Planning Ordinance, 1985 (Ord 15 of 1985) for rezoning of the remaining portion (±2,7070ha) on Farm 1222 Paarl Division from “Agricultural Zone I” to “Industrial Zone I” in order to construct a new tank cellar (±1624m<sup>2</sup>) and a wine warehouse (±3000m<sup>2</sup>) as indicated on the Site Development 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):-
  - 2.1 Adherence to the conditions laid down by the National Department of Agriculture, Forestry and Fisheries in its letter 2009\_11\_0306 dated 3 March 2010 (Annexure F to the departmental report);
  - 2.2 Adherence to the conditions laid down by the South African Heritage Resources Agency in its record of decision 9/2/084/181 dated 24 December 2009 (Annexure G to the departmental report);
  - 2.3 Adherence to the conditions laid down by the Department of Agriculture: Western Cape in its letter 20/9/2/5/4/580 dated 23 November 2009 (Annexure H to the departmental report);
  - 2.4 Adherence to the conditions laid down by the Department of Transport and Public Works in its letter PR22/29/87/0032(11) dated 24 January 2011 (Annexure I to the departmental report);
  - 2.5 Adherence to the conditions laid down by the Cape Winelands District Municipality: Health Section in its letter Plaas Nr. 1222 dated 9 December 2009 (Annexure J to the departmental report);

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- 2.6 Adherence to the conditions laid down by Drakenstein Municipality: Civil Engineering Services Department in its memorandum 15/4/1 (F1222) P (1220) dated 20 June 2011 (Annexure K to the departmental report);
- 2.7 Adherence to the following condition laid down by Drakenstein Municipality: Electrical Services Department:-
- 2.7.1 Any required electrical services extensions or upgrades will be for the account of the owner;
- 2.8 Adherence to the following conditions from a planning point of view:-
- 2.8.1 The approval applies only to the rezoning in question and shall not be construed as authority to depart from any other legal prescriptions or requirements;
- 2.8.2 Any amendments to the application is subject to the relevant approval and the parameters for “Industrial Zone I” properties still be adhered to;
- 2.8.3 No new structures are to be erected without the approval of building plans by Council;
- 2.8.4 The approval be limited to the proposed development as indicated on the Site Development Plan (Annexure B to the departmental report);
3. that the objector, C van der Westhuizen on behalf of the Simondium Community, be informed of their right of appeal in terms of section 44 of the Land Use Planning Ordinance, 1985 (Ord 5 of 1985) and the signatories on the petition list be informed accordingly; and
4. that the contents of paragraph 7 of the departmental report (Planning Assessment) be regarded as Council’s reasons for the decision.

Meeting: EM&MC – 11/08/2011 Ref No: 15/4/1 (F1222)P Col No: 9198/09; 10360/09; 10430/09; 49043/09; 49307/09; 49905/09; 51425/09; 94415/09; 96212/09; 96585/09 and 99509/09		Submitted by Directorate: Infrastructure and Planning Author/s: K Raphasha Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u> Inform parties	<u>RESPONSIBLE DEPT:</u> Admin (HB)	<u>DUE DATE:</u>

**33. APPLICATION FOR REZONING: UNREGISTERED ERF 14702 (PORTION OF ERF 558) WELLINGTON**

**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 Erf 14702 Wellington from “Land Reserved for Educational Purposes” to “Land Reserved for Government Purposes” in order to develop the new two storey Wellington Police Station, as indicated on the Site Development Plan (Annexure B to the departmental report);

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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):-
  - 2.1 Adherence to the condition laid down by Cape Winelands District Municipality: Health Services in its letter 15/2/6/1 dated 18 August 2010 (Annexure F to the departmental report);
  - 2.2 Adherence to the conditions laid down by Drakenstein Municipality: Spatial Planning Section in its memorandum dated 22 September 2010 (Annexure G to the departmental report);
  - 2.3 Adherence to the conditions laid down by Drakenstein Municipality: Civil Engineering Services Department in its memorandum 15/4/1 (14702) W (0197) dated 28 March 2011 (Annexure H to the departmental report);
  - 2.4 Adherence to the conditions laid down by the Department of Environmental Affairs and Development Planning in its letter 12/12/20/1696 dated 5 November 2010 (Annexure I to the departmental report);
  - 2.5 Adherence to the conditions laid down by Heritage Western Cape in its letter HM/PAARL/ERF 558 dated 9 September 2010 (Annexure J to the departmental report);
  - 2.6 Adherence to the following condition laid down by Drakenstein Municipality: Electrical Services Department:-
    - 2.6.1 Electrical services plan must be submitted for approval prior to the installation of services;
  - 2.7 Adherence to the following conditions from a town planning point of view:-
    - 2.7.1 This approval applies only to the application in question and shall not be construed as authority to depart from any other legal prescriptions or requirements;
    - 2.7.2 Development must take place largely in accordance with the Site Development Plan (Annexure B to the departmental report);
    - 2.7.3 Any amendments to the application are subject to the relevant approval;
    - 2.7.4 No new structures are to be erected or existing buildings converted without the prior approval of building plans by Council;
    - 2.7.5 The applicant in conjunction with the developer must find a way to use renewable building material wherever possible;
    - 2.7.6 The applicant in conjunction with the developer must find a way to address and incorporate into the proposed development the principles and guidelines as contained in the Drakenstein Municipality Green Building Manual (Annexure E to the departmental report);

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- 2.7.7 The applicant in conjunction with the developer find a way to address and incorporate into the proposed development water conservation methods and renewable energy resources;
- 2.7.8 The proposed building be restricted to 2 storeys (10m);
- 2.7.9 A 5m building setback be applicable to Pentz and Schwartz Streets;
3. that the objector, Mr J van Stormbroek, be informed of his right of appeal in terms of section 44 of the Land Use Planning Ordinance, 1985 (Ord 15 of 1985);
4. that the comments contained in the departmental report under paragraph 7 "TOWN PLANNING ASSESSMENT/COMMENTS" be regarded as Council's reasons for its decision; and
5. that the portfolio holder, Clr J G Rademeyer, Clr A M L Buckle and the relevant officials interact with the SAPD and other authorities in order to impress the urgency of a new police station for Wellington.

Meeting: EM&MC – 11/08/2011 Ref No: 15/4/1 (558)W Col No: 64040; 64118; 64202; 64425; 64801; 64894; 65532; 66269; 67669; 94672; 95010 and 98898		Submitted by Directorate: Infrastructure and Planning Author/s: K Raphasha Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
5	Inform parties Arrange discussions	Admin (HB) ED: Infrastructure & Planning	

**34. PAYING OF ANNUAL TARIFF BY TEMPERANCE RUGBY CLUB: GOUDA**

**RESOLVED**

1. that the payment of an annual fee of R3 307.50 by Temperance RFC for the use of the Gouda rugby fields be approved; and
2. that the above amount be annually increased with the same percentage as the annual increase of sundry tariffs.

Meeting: EM&MC – 11/08/2011 Ref No: 17/7/2/2/4 Col No: 148859		Submitted by Directorate: Social Services Author/s: A van der Merwe Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Implement decision	ED: Social Services	

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**35. DONATION OF TREES**

**RESOLVED**

1. that the 1000 trees received by Drakenstein Municipality be donated to the residents of Housing Project 59, schools, crèches, churches and other organizations to plant on their properties as part of National Arbor Month celebration;
2. that an annual neighbourhood beautification (“greening”) competition be investigated and a report be submitted to the Executive Mayor and Mayoral Committee; and
3. that trees be planted along Jan van Riebeeck Road between the Traffic Department and Mbekweni.

Meeting: EM&MC – 11/08/2011 Ref No: 11/4/1 Col No: 149464		Submitted by Directorate: Social Services Author/s: A van der Merwe Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
1 & 3 2	Implement decision Submit report	ED: Social Services ED: Social Services	

**36. PARYS CEMETERY EXTENSION: PURCHASE OF ERF 15279 PAARL**

**RESOLVED**

1. that this matter be held over for a further report with regard to the purchase price for the said erf and to allow for the Finance Portfolio holder to interact with MPP Mr J Visser and the relevant Provincial Minister on this matter; and
2. that a presentation on alternative burying methods be arranged for a next meeting of the Committee.

Meeting: EM&MC – 11/08/2011 Ref No: 16/7/1/1/1 Col No: 149664		Submitted by Directorate: Social Services Author/s: A van der Merwe Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
1 2	Submit report Arrange presentation	ED: Social Services	

**37. LIBRARY COMMITTEE 2011 – 2013 ELECTION**

**RESOLVED**

that the following nominations to serve on the Library Committee be approved:-

1. Ms F Steenkamp, Saron
2. Mr J Fredericks, Wellington

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3. Ms L Marais, Wellington
4. Ms R Davids, Wellington
5. Mr A de Vries, Wellington
6. Ms D Cotton, Paarl
7. Mr P Mullineux, Paarl
8. Mr G Tighy, Paarl

Meeting: EM&MC – 11/08/2011		Submitted by Directorate: Social Services	
Ref No: 17/16/2/2		Author/s: L Thomas	
Col No: 149288		Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Inform new members	ED: Social Services	

**38. PROGRESS REPORT: PAARL LIBRARY (MILL STREET)**

**RESOLVED**

that the report **be noted**.

Meeting: EM&MC – 11/08/2011		Submitted by Directorate: Social Services	
Ref No: 17/4/2/1/1		Author/s: L Thomas	
Col No: 149668		Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

**39. STATUS OF PAARL EAST MULTI-PURPOSE CENTRE**

**RESOLVED**

that the report **be noted**.

Meeting: EM&MC – 11/08/2011		Submitted by Directorate: Social Services	
Ref No: 17/15/3/1/2		Author/s: J Rhoda	
Col No: 149669		Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

**40. PROPOSED ACQUISITION OF LAND THROUGH PLAS FUNDING FOR THE RELOCATION OF MBEKWENI LIVESTOCK FARMERS (GROUP 2)**

The Committee expressed the view that this matter was not a function of the Municipality and should be driven by the provincial Department of Agriculture as well as Casidra.

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**RESOLVED**

that this matter be referred back for a further report and that the Executive Deputy Mayor and Portfolio holder for Finance, engage with the Provincial Minister for Agriculture.

Meeting: EM&MC – 11/08/2011 Ref No: 15/4/1 (8378)P; 15/4/1 (412)T and 7/2/4/2 Col No: 149655		Submitted by Directorate: Strategic Services Author/s: E T Williams Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>  Submit report	<u>RESPONSIBLE DEPT:</u>  ED: Strategic Services	<u>DUE DATE:</u>

**41. IMFO ANNUAL CONFERENCE 2011: 12 – 14 SEPTEMBER 2011**

**RESOLVED**

1. that Clr H R de Goede be delegated to attend the conference; and
2. that any out of pocket expenses be refunded to the councillor.

Meeting: EM&MC – 11/08/2011 Ref No: 12/2/1/4/6 Col No: 149688		Submitted by Directorate: Financial Services Author/s: Cavin Petersen Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>  Arrange attendance	<u>RESPONSIBLE DEPT:</u>  ED: Finance	<u>DUE DATE:</u>

**42. BUDGET STEERING COMMITTEE**

**RESOLVED**

that it be recommended to Council that the Budget Steering Committee be constituted as follows:-

1. Executive Mayor
2. Clr G C Combrink
3. Clr J G Rademeyer
4. Clr Dr M D J Smith
5. Clr Dr C M du Toit
6. 1 Councillor nominated by the ANC
7. 1 Councillor nominated by the smaller parties
8. Relevant officials as set out in the departmental report

Meeting: EM&MC – 11/08/2011 Ref No: 3/3/1/3/17 Col No: 149681		Submitted by Directorate: Financial Services Author/s: Cavin Petersen Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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**43. REQUEST WRITE OFF OF WATER CONSUMPTION COSTS DUE TO LEAKAGE: PAARLZICHT PRIMARY SCHOOL**

**RESOLVED**

1. that 50% of the amount owned by Paarlzicht Primary School as a result of water leakages be written-off; and
2. that the Chief Whip, Clr A Koegelenberg, offer his assistance to the school in approaching the relevant provincial departments to cover the rest of the outstanding amount.

Meeting: EM&MC – 11/08/2011 Ref No: 3/8/8 x 2/2/1/4/2 Col No: 147851		Submitted by Directorate: Financial Services Author/s: C Petersen Referred from:	
<b><u>PARAGRAPH:</u></b>	<b><u>ACTION:</u></b> Inform School	<b><u>RESPONSIBLE DEPT:</u></b> Corporate (Admin) (CL)	<b><u>DUE DATE:</u></b>

**44. OUTSTANDING MATTERS**

The Speaker referred to the following matters in the minutes of the Executive Mayor and Mayoral Committee meeting held on 20 July 2011 and requested that these items be moved to the outstanding matters:

- Item 8 Appointment of the Fraud and Risk Management Committee member
- Item 11.6 Funding for workshop pertaining to small business and procurement
- Item 14.1 Business Support Voucher Programme
- Item 16.2 Use of Arendsnes Building, Wellington for informal trading market
- Item 17 Housing Projects pipeline and funding allocation 2011-2005
- Item 35 Progress report on the legal proceedings against the Frater Family Trust
- Item 44.2 Report by Multi-Party Committee: Redetermination of Drakenstein Municipality outer boundary

Meeting: EM&MC – 11/08/2011 Ref No: Col No:		Submitted by Directorate: Author/s: Referred from:	
<b><u>PARAGRAPH:</u></b>	<b><u>ACTION:</u></b>	<b><u>RESPONSIBLE DEPT:</u></b>	<b><u>DUE DATE:</u></b>

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**45. URGENT MATTERS**

**45.1 DAMAGE CAUSED BY FLOODED RIVERS FLOWING THROUGH URBAN AREAS**

The Speaker informed the Committee that rivers flowing in Wellington and Paarl have due to heavy rains often flooded their banks and caused erosion to the bed and banks and consequently pose the danger of causing severe damage to residential properties situated on the banks of the river. Although the property owners have reported the matter to various authorities on several occasions, they have not yet received a satisfactory response.

The Speaker requested that the Executive Director: Infrastructure and Planning to submit a report to the Executive Mayor and Mayoral Committee on how the Municipality can assist these property owners to protect their property against erosion of the river bank, river degradation and flood damages.

**ACCORDINGLY RESOLVED**

Meeting: EM&MC – 11/08/2011 Ref No: Col No:		Submitted by Directorate: Author/s: Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u> Submit report	<u>RESPONSIBLE DEPT:</u> ED: Infrastructure & Planning	<u>DUE DATE:</u>

**45.2 LABOUR COURT CASE: MR T KOOPMAN**

The Portfolio holder for Finance submitted a report in the above regard and reported that an out of court settlement has been reached with Mr Koopman. The case relates to outstanding overtime due to Mr Koopman. In terms of the settlement Mr Koopman is to be paid R175 000 as full and final payment relating to all matters relevant to the case.

**RESOLVED**

that the above settlement of the case be approved.

Meeting: EM&MC – 11/08/2011 Ref No: Col No:		Submitted by Directorate: Author/s: Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u> Implement decision	<u>RESPONSIBLE DEPT:</u> ED : Financial Services	<u>DUE DATE:</u>

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**45.3 STRIKE : SALARY/ WAGE NEGOTIATIONS**

The Municipal Manager informed the Committee that SAMWU members intend to embark on a protected strike on Monday, 15 August 2011 and that all the necessary steps have been taken to manage the strike.

**Noted.**

Meeting: EM&MC – 11/08/2011 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>

**46. MONTHLY REPORT: DIRECTORATE: INFRASTRUCTURE AND PLANNING: CIVIL ENGINEERING SERVICES: JUNE 2011**

**RESOLVED**

**Noted.**

Meeting: EM&MC – 11/08/2011 Ref No: 9/1/1/2 Col No:		Submitted by Directorate: Infrastructure and Planning Author/s: Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

**47. MONTHLY REPORT: DIRECTORATE: INFRASTRUCTURE AND PLANNING: PLANNING SERVICES: JULY 2011**

**RESOLVED**

**Noted.**

Meeting: EM&MC – 11/08/2011 Ref No: 9/1/1/1 Col No:		Submitted by Directorate: Infrastructure and Planning Author/s: Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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**ADDITIONAL ITEMS**

**48. CENSUS 2011**

**RESOLVED**

1. that the report **be noted**; and
2. that the Office of the Speaker liaise with Statistics SA to co-ordinate the Public Participation Drive/Campaign relating to the Census.

Meeting: EM&MC – 11/08/2011 Ref No: 9/2/1/1 Coll no: 150186		Submitted by Directorate: Strategic Services Author/s: Dr P Naidoo Referred from:	
<u>PARAGRAPH:</u> 2	<u>ACTION:</u> Implement decision	<u>RESPONSIBLE DEPT:</u> Office of the Speaker	<u>DUE DATE:</u>

**49. SALGA WESTERN CAPE PROVINCIAL CONFERENCE: MOSSEL BAY: 3 - 4 AUGUST 2011**

**RESOLVED**

that the report **be noted**.

Meeting: EM&MC – 11/08/2011 Ref No: 2/6/6/3 Coll no: 150187		Submitted by Directorate: Strategic Services Author/s: Dr P Naidoo Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

The meeting ended at 14:13.

**CHAIRPERSON:** .....

**DATE:** .....

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

**KG/xa**

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