

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, 15 JUNE 2011 AT 10:00.

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

Councillors: N D Adams
G C Combrink
L N Daries
L M du Toit
E M Kearns
L E Ntlemeza
N J Qebanya
J G Rademeyer
M D J Smith
R Smuts

Officials: Dr S Kabanyane (Municipal Manager)
Mr T Matthee (Executive Director: Social Services)
Mr K Mrali (Executive Director: Corporate Governance)
Mr L Coetzee (Executive Director: Infrastructure and Planning)
Dr P Naidoo (Executive Director: Strategic Services)
Mr D Jacobs (Acting Executive Director: Financial Services)
Mr A V Marais (Head: Corporate Services)
Mr C Mapeyi (Head: Financial Services)
Mr K R Gordon (Manager: Administrative Services)
Ms E Williams (Manager: Rural Development)



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1. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR

1. The Executive Mayor expressed her thanks and appreciation to the Speaker, Chief Whip, Mayoral Committee members and officials for their support.
2. The Committee was requested to take note of the following:
 - 2.1 Findings of the Auditor-General as reported in the recent press on the increase of unauthorised, irregular, fruitless and wasteful expenditure in local government; and
 - 2.2 Findings of the Department of Water Affairs that Cape Town and surrounding areas including the Drakenstein area could face dire water shortages within the next 6 years and that a 5 year plan to address this problem must be tabled by October 2011.
3. The Executive Mayor further announced that office space needs for the political office bearers are in the process of being addressed.
4. The Executive Mayor informed the Committee of a Survey Analysis Report on Drakenstein wherein complaints and concerns were raised from the local community that should be attended to. The Service Provider will be requested to make a presentation to the Committee on the Survey.

2. LEAVE ARRANGEMENTS AND NON-AVAILABILITY OF SENIOR MANAGEMENT

The following leave arrangements were announced:

Mr C Petersen : 13 – 24 June 2011 (study leave)
Mr K Mrali : 20 – 24 June 2011 (study leave)

3. WARD COMMITTEE ESTABLISHMENT PROCESS

RESOLVED

that the report **be noted** and that all councillors be informed of the action plan for the establishment of Ward Committees.

Meeting:	EM&MC – 15/06/2011	Submitted by Directorate:	Office of the Speaker
Ref No:	3/3/1/3/10	Author/s:	
Coll No:	105833	Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Inform Councillors	Office of the Speaker	

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4. IMPLEMENTATION OF SUPPLY CHAIN MANAGEMENT SYSTEM OF DRAKENSTEIN MUNICIPALITY: QUARTER 3: 1 JANUARY – 31 MARCH 2011

RESOLVED

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

Meeting:	EM&MC – 15/06/2011	Submitted by Directorate:	Financial Services
Ref No:	8/1/1	Author/s:	D Jacobs
Col No:	104471	Referred from:	
PARAGRAPH:	ACTION:	RESPONSIBLE DEPT:	DUE DATE:

5. DEVIATION FROM AND RATIFICATION OF MINOR BREACHES OF PROCUREMENT PROCESSES: QUARTER 3: 1 JANUARY – 31 MARCH 2011

The members raised various questions for clarity. After some discussion it was

RESOLVED

1. that the report **be noted**;
2. that the Chief Financial Officer submit a follow-up report to the Executive Mayor and Mayoral Committee indicating the deviations per directorate, for the above quarter; and
3. that the Finance Directorate prepare a presentation at the next Executive Mayor and Mayoral Committee meeting to explain the supply chain management process.

Meeting:	EM&MC –15/06/2011	Submitted by Directorate:	Financial Services
Ref No:	9/1/1/5	Author/s:	D Jacobs
Col No:	104474	Referred from:	
PARAGRAPH:	ACTION:	RESPONSIBLE DEPT:	DUE DATE:
2	Follow up report	ED: Finance	
3	Presentation on SCM process	ED: Finance	

6. CAPITAL FUNDS TRANSFER: H1 INSTALLATION OF SERVICES

RESOLVED

that it be recommended to Council that the transfer of R150 000.00 from vote: 605040606100 – Installation of services Block H1 to vote: 605040610100 – Furniture and Equipment be considered by Council subject to the Executive Director: Social Services submitting a further report regarding the purpose of the spending and whether it would be possible to follow the supply chain procedures before year end.

Meeting:	EM&MC –15/06/2011	Submitted by Directorate:	Social Services
Ref No:	5/2/4	Author/s:	K Sethoabane
Col No:	105880	Referred from:	
PARAGRAPH:	ACTION:	RESPONSIBLE DEPT:	DUE DATE:

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7. APPLICATION FOR REZONING AND CONSENT USE: ERF 4907 PAARL

RESOLVED

1. that approval be granted in terms of section 16(1) of the Land Use Planning Ordinance, 1985 (Ord 15 of 1985) for rezoning of a portion of Erf 4907 Paarl ($\pm 3140\text{m}^2$) from "Agricultural Zone" to "Special Zone" to allow for the conversion of an existing workshop/store building into a small restaurant and wine tasting facility, an existing pack store and an addition thereto for the purposes of a function venue (capacity of maximum 120 guests) and the conversion of another portion of the existing pack shed for the purposes of a winery (maximum processing capacity 100 tons);
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 Department of Water Affairs and Forestry in its letter 27/2/1/G10D dated 27 January 2003 (Annexure G to the departmental report);
 - 2.2 Adherence to the conditions laid down by the Department of Agriculture: Western Cape in its letter 20/9/2/5/4/004 dated 4 May 2010 (Annexure H to the departmental report);
 - 2.3 Adherence to the conditions laid down by the Cape Winelands District Municipality: Health Department in its letter 17/1/1/4/1/2 dated 21 April 2010 (Annexure I to the departmental report);
 - 2.4 Adherence to the conditions laid down by Drakenstein Municipality: Civil Engineering Services Department in its memorandum 15/4/1 (4907) P (1668) dated 10 September 2010 (Annexure K to the departmental report);
 - 2.5 Adherence to the following condition laid down by Drakenstein Municipality: Electrical Services Department:-
 - 2.5.1 Any additions or alterations that may be required will be for the account of the developer;
 - 2.6 Adherence to the following conditions laid down by Drakenstein Municipality: Fire Services Department:-
 - 2.6.1 Two fire hose reels must be provided in function venue and winery areas in terms of SABS 0400/1990 part TT.37;
 - 2.6.2 Four 4,5kg fire extinguishers (dcp) must be provided in both the function venue and the winery areas;
 - 2.6.3 One 4,5kg dry chemical powder fire extinguisher must be provided in the restaurant and wine tasting area;
 - 2.6.4 All signs and arrows for fire extinguishers and exit routes must be provided;
 - 2.6.5 If gas is to be used in the restaurant, separate plans detailing all gas pipes must be submitted to the Chief: Fire Services for approval in terms of SABS 087-1;

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- 2.7 Adherence to the following conditions from a town planning point of view:-
- 2.7.1 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;
 - 2.7.2 Any amendments to the application will be subject to the relevant approval(s);
 - 2.7.3 The development must take place largely in accordance with the Site Development Plan (Annexure B to the departmental report);
 - 2.7.4 Functions to be held in the function venue should not be allowed to extend later than midnight on any given evening;
 - 2.7.5 Building plans must be submitted to the Advisory Committee for Town Aesthetics and Environmental Matters (ACTAEM) and Drakenstein Municipality: Senior Heritage Officer for acceptance. Alterations to buildings older than 60 years will further require authorisation from Heritage: Western Cape;
 - 2.7.6 No new structures are to be erected or existing buildings converted without the prior approval of building plans by Council;
 - 2.7.7 A comprehensive Landscaping Plan must be submitted as a requirement in terms of the Paarl Farms Land Use Management Policy;
 - 2.7.8 Farm worker tenure rights not be impinged upon as a result of the application;
 - 2.7.9 The existing farm workers houses be made free of any structural defects and that each of the houses be provided with inside running water and sanitation. The aforementioned should be complied with to the satisfaction of the Head: Planning Services prior to the exercising of the acquired rights;
3. that the four objectors namely Rev C A van Staden, Mr J J Lock (and others), Ms J Britz and Mr J D Kirsten 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 Council's reason for its decision.

Meeting: EM&MC – 15/06/2011 Ref no: 15/4/1 (1781)P Coll no: 51395, 51696, 52613, 53142, 53196, 53183, 53332, 53327, 53499, 53754, 56759, 66539, 66972, 67365 & 94497		Submitted by Directorate: Infrastructure and Planning Author/s: C Cupido Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u> Inform parties	<u>RESPONSIBLE DEPT:</u> ED: Corp Governance (HB)	<u>DUE DATE:</u>

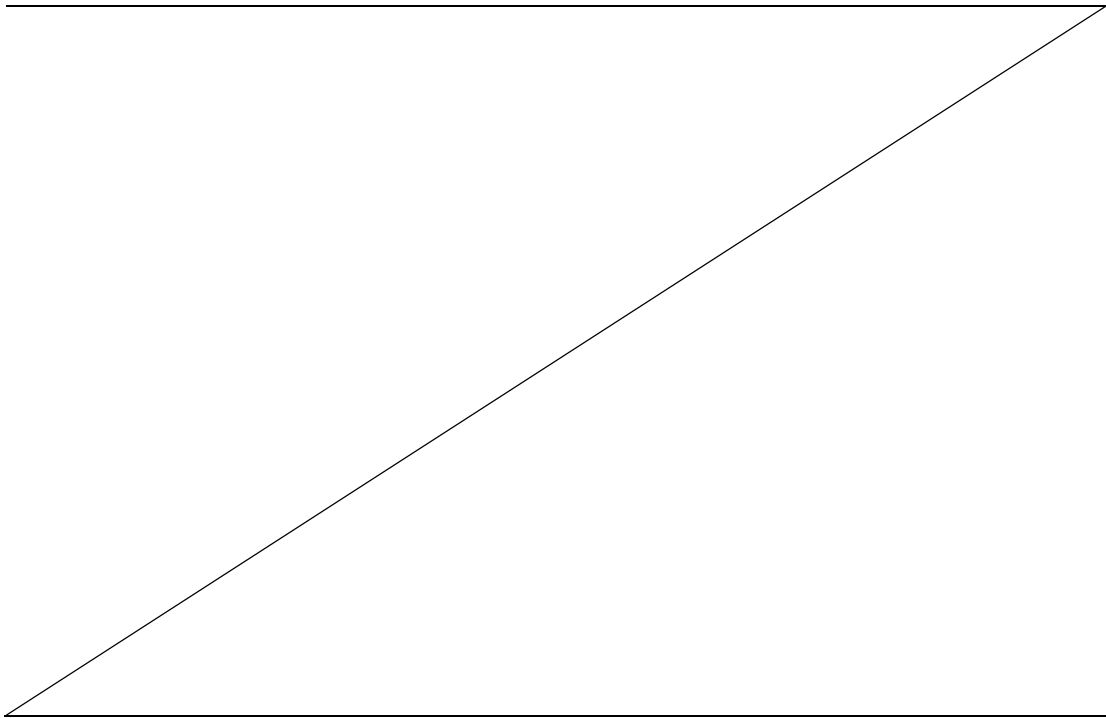
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8. WASTE-TO-ENERGY PROJECT

RESOLVED

that it be recommended to Council:

1. that the Municipal Manager be authorised to sign the Memorandum of Agreement with the preferred bidder, Interwaste, for the establishment of a Waste to Energy Plant in terms of Contract CES 22/2008;
2. that the required statutory investigations i.e. Section 78 (MSA) and Section 120 (MFMA) and processes as set out in the enclosed Annexure 2 of the departmental report be approved and commenced with; and
3. that after the successful conclusion of the above, a final Contract/Agreement be drafted and subjected to a MFMA Section 33 process, before the final approval thereof by Council.



Meeting: EM&MC – 15/06/2011		Submitted by Directorate: Infrastructure and Planning	
Ref no: 16/6/4 (697)		Author/s: G S du Plessis	
Coll no: 105887		Referred from: EM&MC (28) – 13/04/2011	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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9. REFUND OF BULK INFRASTRUCTURE CONTRIBUTION LEVIES PAID ON ADDITIONS AND ALTERATIONS TO SINGLE RESIDENTIAL PROPERTY

RESOLVED

that it be recommended to Council that the previous Council decision dated 10 December 2009 to waive the payment of Bulk Infrastructure Contribution Levies for Category 2 (granny flats, second dwelling units and/or densification on a residential erf) as from 1 July 2009, be amended to provide for the implementation thereof as from 1 July 2008 and that the applicants listed in Annexure 4 to the departmental report who already paid such Bulk Infrastructure Contribution Levies, be refunded.

Meeting: EM&MC – 15/06/2011	Submitted by Directorate: Infrastructure and Planning		
Ref no: 5/8/10 (141)	Author/s: G S du Plessis		
Coll no: 105886	Referred from:		
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

10. DEMAND SIDE MANAGEMENT (DSM) PROGRESS REPORT

RESOLVED

that it be recommended to Council:

1. that the Municipal Manager's decision to issue the letter of intent to the ESCO to submit proposals to Eskom for the introduction of demand side management in the Drakenstein area of supply, be supported; and
2. that the Municipal Manager be authorized to sign the Demand Side Management Agreement with Eskom on behalf of the Municipality in order to implement the project.

Meeting: EM&MC – 15/06/2011	Submitted by Directorate: Infrastructure and Planning		
Ref No: 16/2/9	Author/s: M J Rhode		
Doc No: 105885	Referred from:		
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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11. MEETING DATES OF THE ASSOCIATION OF MUNICIPAL UNDERTAKINGS' (AMEU) EXECUTIVE COUNCIL

RESOLVED

that the meeting dates of the AMEU Executive Council **be noted** and time-off as well as necessary subsistence and travel expenses for the attendance of Councillor J G Rademeyer, the Portfolio Holder, at these meetings, be approved.

Meeting: Ref No: Col No:	EM&MC –15/06/2011 12/2/1/4/16 105883	Submitted by Directorate: Author/s: Referred from:	Infrastructure and Planning M J Rhode
<u>PARAGRAPH:</u>	<u>ACTION:</u> Implement decision	<u>RESPONSIBLE DEPT:</u> ED: I&P	<u>DUE DATE:</u>

12. CORPORATE DISASTER MANAGEMENT PLAN

RESOLVED

that the report **be noted**.

Meeting: Ref No: Col No:	EM&MC –15/06/2011 2/6/6/3x4/7/3/4 105849	Submitted by Directorate: Author/s: Referred from:	Corporate Governance V Petersen
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

13. RELOCATION OF MBEKWENI LIVESTOCK FARMERS: REPORT 2

The enclosed report of the Executive Deputy Mayor was tabled and considered.

RESOLVED

1. that the Executive Mayor formally request the MEC for Agriculture to instruct his Department of Agriculture to work through Casidra to assist the Drakenstein Municipality to draw up a business plan and to source funding for implementation of the business plan;
2. that Drakenstein Municipality avail personnel to work with Casidra in drawing up the business plan for small farmers and that the Executive Deputy Mayor, Clr C J Pool have sitting rights on the committee to oversee the process; and
3. that cognizance be taken that the above will only realize in 2012.

Meeting: Ref No: Col No:	EM&MC –15/06/2011 15/4/1 (8378)p; 15/4/1 (412)t & 7/2/4/2 105935	Submitted by Directorate: Author/s: Referred from:	Strategic Services Erika Williams
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
1 2	Request MEC Implement decision	Office of the Executive Mayor ED; Social Services (Rural Dev)	

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14. ALIENATION OF AN ADDITIONAL PORTION OF ERF 9174 PAARL TO MESSRS PAARL MEDIA (PTY) LTD: AMENDMENT OF COUNCIL DECISION DATED 28 SEPTEMBER 2005

RESOLVED

that it be recommended to Council:

1. that the alienation of the additional 110m² of Erf 9174 Paarl to Messrs Paarl Media (Pty) Ltd at R100.00/m² (VAT excluded) be approved subject to the normal selling conditions, including the following conditions:

- 1.1 the registration of a servitude in favour of the Drakenstein Municipality in respect of the Municipal Sewer traversing Erf 28736 Paarl;

2. that condition 2.1 as contained in Council Decision dated 28 September 2005 therefore be amended to read as follows:

- 2.1 the property, in extent ±930m², be sold at R200/m², excluding VAT and an additional portion of ±110m² be sold at R100/m², excluding VAT; and

3. that tenders not be called for the alienation of the said portion and that it be sold directly due to the following reasons:

- 3.1 Council's policy makes provision for the direct sale of a non-viable strip of land. In this particular matter the ±110m² portion of land to be sold is surrounded by property which already belongs to the applicant. The thin sliver of land can therefore not be used by anyone else due to the location, size and configuration thereof.

Meeting: EM&MC – 15/06/2011	Submitted by Directorate: Corporate Governance		
Ref No: 15/4/1 (9174)P	Author/s: N Marais		
Col No: 105923	Referred from: EM&MC (5) – 13/4/2011		
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

15. RENEWAL OF LEASE AGREEMENT – LUKHANYO YOUTH DEVELOPMENT ORGANISATION – ERF 1750 MBEKWENI

RESOLVED

that it be recommended to Council that the renewal of the lease of the Silvertown Hall on a portion of Erf 1750, Mbekweni to the Lukhanyo Youth Development Organisation, be approved in principle, subject to the standard lease conditions as well as the further conditions:-

1. the property be leased at a rental amount of R254-00 per month excluding VAT, which amount will escalate with 10% per annum;
2. the lease will endure for a period of 5 years, after which the renewal thereof will be reviewed by Council;

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3. all administrative and legal requirements be adhered to; and
4. that the lease be advertised in the press for possible objections or counter offers.

Meeting: EM&MC – 15/06/2011	Submitted by Directorate: Corporate Governance		
Ref No: 15/4/1 (1750)M	Author/s: N Marais		
Col No: 105909	Referred from:		
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

16. APPLICATION FOR LAND FOR INDUSTRIAL PURPOSES: WELLINGTON FRUIT PROCESSORS AND SUPERSWIFT DISTRIBUTORS

RESOLVED

that it be recommended to Council:

1. that the sale of Portions 5 and 6 of Erf 29137 Paarl as indicated on Annexure 1 to the departmental report, both measuring 1,2 hectares in extent, to Wellington Fruit Processors and Superswift Distributors for the amount of R 2 200 00.00 (excluding VAT) respectively, be approved, subject to the normal conditions of sale as well as the following further conditions:
 - 1.1 that all land use and subdivisional applications be done by the applicants at own cost;
 - 1.2 that all administrative and legal requirements be adhered to;
 - 1.3 that the deed of sale of the properties also contains a development clause that should the properties not be developed according to the development plans within two years from date of sale, it will be revert back to Council at the original purchase price at the cost of the applicant;
 - 1.4 that tenders not be called for sale of these two portions of land due to the following reasons:
 - 1.4.1 Wellington Fruit Processors have to vacate their existing site and urgently require land to expand their business;
 - 1.4.2 Superswift Distributors – to attract them to move from Epping to Paarl seeing that most of their employees are from Paarl; and
 - 1.5 that building plans be submitted within six months from the date on which applicants are notified of Council's final decision and actual building to start within six months after approval of building plans, failing which these transactions be cancelled;
 - 1.6 that the respective purchasers must liaise with our services departments to ensure that the available services capacity will be adequate to serve the proposed development;

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- 1.7 that services upgrading costs (if any) will be for the purchasers' account;
 - 1.8 that the purchaser of Portion 6 of Erf 29137 Paarl, as indicated on Annexure 1 to the departmental report, must take note that the access street has not been built and that Council did not budget for the construction thereof. The construction of the access street will be for the purchasers' account or alternatively, the development layout will have to be amended by which access will be obtained from Donkervliet Street;
 - 1.9 that this approval of the alienation of the two portions of Erf 29137 Paarl to the respective purchasers not be construed as an approval of the draft layout plans and operational plans submitted. The normal statutory processes will have to be followed in order to obtain the necessary approvals in respect of the proposed developments;
2. that the new subdivisional plan for the Remainder of Erf 29137 Paarl be approved to replace the previously approved plan, and that the remaining portions be sold by public tender; and
 3. that the objectors be informed of Council's decision.

Meeting: EM&MC – 15/06/2011		Submitted by Directorate: Corporate Governance	
Ref No: 15/4/1 (29137)P		Author/s: N Marais	
Col No: 105907		Referred from: EM&MC (21) – 4/5/2011	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

17. PROPOSED LEASE OF HOSPITAL STREET CLINIC – PORTION OF ERF 34 WELLINGTON TO THE WELLINGTON COMMUNITY LEARNING CENTRE

RESOLVED

that it be recommended to Council:

1. that the lease of the former Hospital Street Clinic on a portion of Erf 34 Wellington to the Wellington Community Learning Centre, be approved, subject to the normal lease conditions as well as the following further conditions:-
 - 1.1 the property be leased at a rental of R1 133-00 per month, excluding VAT, which amount will escalate with 10% per annum;
 - 1.2 the lease will endure for a period of 2 years, after which the renewal thereof will be considered by Council;
 - 1.3 all administrative and legal requirements be adhered to; and
2. that the Wellington Learning Centre be allowed to sub-lease a portion of the premises for church purposes.

Meeting: EM&MC – 15/06/2011		Submitted by Directorate: Corporate Governance	
Ref No: 7/2/4/2x15/4/1 (34)W		Author/s: N Marais	
Col No: 105910		Referred from:	
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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18. LEASE OF A PORTION OF ERF 34 WELLINGTON – GROUP 5 CIVIL ENGINEERING

RESOLVED

that it be recommended to Council that the lease of a Portion of Erf 34 Wellington in extent ±10250m², to Group 5 Civil Engineering (Pty) Ltd, be approved, subject to the normal lease conditions as well as the following further conditions:-

1. the property be leased at a rental of R2 562.50 per month, excluding VAT, which amount will escalate with 10% per annum;
2. the lease will endure for a period of three (3) years, after which the renewal thereof will be reviewed by Council; and
3. all administrative and legal requirements be adhered to.

Meeting: EM&MC – 15/06/2011 Ref No: 15/4/1 (34)W Col No: 105906	Submitted by Directorate: Corporate Governance Author/s: N Marais Referred from:		
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

19. REVIEW OF BY-LAWS

RESOLVED

that the report **be noted**.

Meeting: EM&MC – 15/06/2011 Ref No: 1/5 Col No: 105914	Submitted by Directorate: Corporate Governance Author/s: E Williams Referred from:		
<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 a process for the review of the existing system of delegations be proceeded with and that a report in this regard be submitted at the Council meeting scheduled for 27 July 2011.

Meeting: EM&MC – 15/06/2011 Ref No: 2/4/B Col No: 105913	Submitted by Directorate: Corporate Governance Author/s: A V Marais Referred from:		
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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21. LABOUR COMMITTEES

RESOLVED

that it be recommended to Council that the Labour Committees be constituted as follows:-

1. Conciliation Committee

Speaker, Executive Mayor, Member of Mayoral Committee responsible for Human Resources Matters, Municipal Manager or nominee and Executive Director: Corporate Governance.

2. Local Labour Forum

- i. 4 Councillors (members to be nominated at Council meeting)
- ii. 8 Officials
- iii. 12 Union representatives

3. Training Committee

- i. 3 Councillors (members to be nominated at Council meeting)
- ii. 1 Senior official
- iii. 4 Union representatives

Meeting: EM&MC – 15/06/2011	Submitted by Directorate: Corporate Governance		
Ref No: 3/3/1/3/1	Author/s: A V Marais		
Col No: 105912	Referred from:		
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

22. 2011 COUNCILLOR INDUCTION TRAINING PROGRAMME: SALGA

RESOLVED

that note be taken that the SALGA Councillor Induction Training Programme for Councillors of Drakenstein Municipality will take place from 18 – 22 July 2011 in the Council Chambers, First Floor, Civic Centre, Paarl.

Meeting: EM&MC – 15/06/2011	Submitted by Directorate: Corporate Governance		
Ref No: 2/6/6/3x4/7/3/4	Author/s:		
Col No: 105849	Referred from:		
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Training arrangements Booking of Venue	Office of the Speaker M Claasen	

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**23. PRESENTATION BY THE MUNICIPAL MANAGER AND EXECUTIVE DIRECTORS:
ORGANISATIONAL STRUCTURE OF THE DRAKENSTEIN MUNICIPALITY**

All Executive Directors made a presentation regarding the structure of their directorates as well as the challenges in each directorate.

RESOLVED

that the presentation **be noted**.

Meeting: EM&MC – 15/06/2011 Ref No: 2/27 Col No: 105913	Submitted by Directorate: Corporate Governance Author/s: Referred from:		
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

24. URGENT MATTERS

24.1 REVISING OF DEBT RELIEF CONDITIONS

A report in the above regard was tabled and considered.

RESOLVED

that the item be referred to the Council meeting scheduled for 23 June 2011 and the Executive Mayor table a recommendation at the meeting.

Meeting: EM&MC – 15/06/2011 Ref No: Col No:	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>

24.2 STOCK TAKE REPORT: 2010/2011 FINANCIAL YEAR

A report in the above regard was tabled and considered.

RESOLVED

that the item be referred to the Council meeting scheduled for 23 June 2011 and the Executive Mayor table a recommendation at the meeting.

Meeting: EM&MC – 15/06/2011 Ref No: Col No:	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>

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24.3 MONTHLY BUDGET MONITORING REPORT: PERIOD ENDING 30 APRIL 2011

A report in the above regard was tabled and considered.

RESOLVED

that the item be referred to the Council meeting scheduled for 23 June 2011 and the Executive Mayor table a recommendation at the meeting.

Meeting: EM&MC – 15/06/2011	Submitted by Directorate: Financial Services		
Ref No:	Author/s: C Petersen		
Col No:	Referred from:		
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

25. MONTHLY REPORT: DIRECTORATE: INFRASTRUCTURE AND PLANNING: DEPARTMENT: ELECTRICITY SERVICES: MARCH 2011

RESOLVED

Noted.

Meeting: EM&MC – 15/06/2011	Submitted by Directorate: Infrastructure & Planning		
Ref No: 9/1/1/3	Author/s:		
Coll no:	Referred from:		
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

26. MONTHLY REPORT: DIRECTORATE: INFRASTRUCTURE AND PLANNING: DEPARTMENT: ELECTRICITY SERVICES: APRIL 2011

RESOLVED

Noted.

Meeting: EM&MC – 15/06/2011	Submitted by Directorate: Infrastructure & Planning		
Ref No: 9/1/1/3	Author/s:		
Coll no:	Referred from:		
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

MINUTES: EXECUTIVE MAYOR & MAYORAL COMMITTEE
15 JUNE 2011

27. MONTHLY REPORT: DIRECTORATE: INFRASTRUCTURE AND PLANNING:
DEPARTMENT: CIVIL ENGINEERING SERVICES: APRIL 2011

RESOLVED

Noted.

Meeting: Ref No: Coll no:	EM&MC – 23/06/2011 9/1/1/2	Submitted by Directorate: Author/s: Referred from:	Infrastructure & Planning
<u>PARAGRAPH:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

The meeting ended at 13:05.

CHAIRPERSON:

DATE:

Confirmed on **with/without amendments.**