

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, 19
NOVEMBER 2008 AT 10:00

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

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

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

ABSENT: **Councillors:** S Davids (apology)
A M Petersen (leave)
B E Vos (apology)



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1. CONFIRMATION OF MINUTES

The minutes of the Ordinary meeting of the Executive Mayor and Mayoral Committee held on 5 November 2008 was confirmed as correct.

2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR

No announcements were made.

3. APPLICATION FOR CLOSURE AND ALIENATION OF PUBLIC STREET, ERF 9339, MAIN STREET, PAARL

RESOLVED

that it be recommended to Council that the application for closure and alienation of public street, Erf 9339, Paarl not be approved.

Meeting: EM&MC - 19/11/2008		Submitted by Directorate: Infrastructure & Planning	
Ref No: 15/4/1 (9339) P		Author/s: D Cupido	
Doc No: 1629/06, 2647/06, 7430/06, 8005/06 & 9870/06		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u> Inform applicant	<u>RESPONSIBLE DEPT:</u> Corporate Governance (Properties)	<u>DUE DATE:</u>

4. UTILIZATION OF SENTRASURE BUILDING: ERF 15025, PAARL

RESOLVED

1. that the report be noted; and
2. that the final plans for the utilization of the Sentrasure Building be submitted to Mayco, once finalised.

Meeting: EM&MC - 19/11/2008		Submitted by Directorate: Corporate Governance	
Ref No: 15/4/1 (15025 P)		Author/s: N Marais	
Doc No: 9679/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u> Submission of Final Plan	<u>RESPONSIBLE DEPT:</u> Corporate (Property)	<u>DUE DATE:</u>

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5. DE POORT DRAFT MEMORANDUM OF UNDERSTANDING (MOU)

RESOLVED

1. that the report be noted; and
2. that this matter be held over for further discussions between the Corporate Governance and Strategic Services Directorates as to the most appropriate way to formalize the relationship between Council and De Poort.

Meeting:	EM&MC - 19/11/2008	Submitted by Directorate:	Corporate Governance
Ref No:	15/4/1 (2856) P	Author/s:	E A Williams
Doc No:	9681/08	Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Arrange discussions	Strategic Services (LED)	

6. INCREASE OF INDIGENT SUBSIDY TO THE POOR

RESOLVED

that it be recommended to Council

1. that the income per household to qualify for the indigent grant be increased from R1 880 to R2 444 per month;
2. that the 50 Kwh free electricity per indigent household per month be increased to 100 Kwh per month;
3. that the 50 Kwh free electricity per unemployed household per month be increased to 100 Kwh per month;
4. that 100 Kwh free electricity be granted to farm worker households on local farms in respect of the first 5000 applicants;
5. that the R55 per month subsidy in respect of sewerage fees be increased to R75 per month per indigent household;
6. that the R55 per month subsidy in respect of refuse fees be increased to R75 per month per indigent household;
7. that the 6kl free water per indigent household per month be increased to 10kl free water per indigent household per month;
8. that the indigent residents of old age homes be granted a subsidy of R150 per month per resident/couple in respect of refuse and sewerage services;
9. that all active indigent account holders be exempted from levying of interest and penalties on arrear accounts;

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10. that the above mentioned be effective from 1 December 2008; and
11. that a campaign be organised to effectively communicate this decision once approved by Council.

Meeting: EM&MC – 19/11/2008		Submitted by Directorate: Financial Services	
Ref No: 5/13/6		Author/s: C Petersen	
Doc No: 9687/08		Referred from:	
CLAUSE:	ACTION:	RESPONSIBLE DEPT:	DUE DATE:
6.1 - 10 6.11	Implement Council's decision Communication campaign	Finance Strategic Services	

7. COUNCILLOR REMUNERATION INCREASE

RESOLVED

that the report be **noted**.

Meeting: EM&MC – 19/11/2008		Submitted by Directorate: Financial Services	
Ref No: 3/8/4		Author/s: M Pikiñini	
Doc No: 9693/08		Referred from:	
CLAUSE:	ACTION:	RESPONSIBLE DEPT:	DUE DATE:

8. TRANSFER OF FUNDS: UTILIZATION OF CARRY-OVER FUNDING

RESOLVED

1. that the amount of R7 000 452, available from carry-overs on the Capital Budget be utilized as follows:-

(i) Computer software licenses and e-mail facilities -	R1 000 000
(ii) Street and Stormwater in OR Tambo area (Ward 5) Phase 1	- R2 000 000
(iii) Traffic calming	- R 100 452
(iv) Tarring of sidewalks	- R 400 000
(v) Wall at Daljosaphat Stadium	- R1 100 000
(vi) Bulk infrastructure services (Project 59, Phase 7)	- R 900 000
(vii) Fire Disaster: Swartberg Street, OR Tambo	- R1 000 000
(viii) Capital Projects: Saron	- <u>R 500 000</u>
	<u>R7 000 452</u>
2. that the amended High Level Capital Budget (**see below**) that reflect the changes as a result of the above, be approved:-

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Function	Capital Budget Before Transfers 2008/2009	Transfers	Capital Budget After Transfers 2008/2009
Executive and Council	438,200	0	438,200
Finance and Administration	53,852,102	865,152	54,717,254
Planning and Development	2,476,500	0	2,476,500
Health	143,850	0	143,850
Community and Social Services	13,699,456	(146,024)	13,553,432
Housing	56,961,914	(713,558)	56,248,356
Public Safety	1,520,265	0	1,520,265
Sport and Recreation	18,469,108	783,749	19,252,857
Waste Water Management	34,888,000	(3,713,091)	31,174,909
Waste Management/Solid Waste	4,207,000	(76,680)	4,130,320
Road Transport	13,186,765	3,000,452	16,187,217
Water	29,956,375	0	29,956,375
Electricity	26,440,000	0	26,440,000
Total Capital Expenditure Per Vote	256,239,535	0	256,239,535

3. that urgent attention be given to the upgrading of the Huguenot Community Hall.

Meeting: Ref No: Doc No:	EM&MC – 19/11/2008 CMP261 9689/08	Submitted by Directorate: Author/s: Referred from:	Financial Services C Petersen
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
8.1 8.3	Implement projects Repairs to Huguenot Community Hall	Responsible directorates Corporate Governance (Properties)	

9. POSSIBLE FLAT RATE FOR RENTAL UNITS

RESOLVED

that this matter be held over pending discussions between the Portfolio holders for Finance and Housing together with the officials concerned.

Meeting: Ref No: Doc No:	EM&MC – 19/11/2008 17/5/4/6 9720/08	Submitted by Directorate: Author/s: Referred from:	Financial Services C Petersen
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Arrange discussion and follow-up report	Finance	

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10. POLICY PROCEDURES ON THE ISSUING AND CONTROL OF UNIFORM AND PERSONAL PROTECTIVE CLOTHING AND EQUIPMENT

RESOLVED

that this report be noted and referred to the Corporate, Strategic and HR Standing Committee.

Meeting: EM&MC – 19/11/2008		Submitted by Directorate: Corporate Governance	
Ref No: 4/10/9/B		Author/s:	
Doc No: 9683/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Submit to Standing Committee	Corporate Governance (I Erasmus)	

11. AMENDMENT OF STAFFING POLICY

RESOLVED

that it be recommended to Council that the Policy be adopted, subject to amendment of clause 10.6 to read as follow:-

“the interviews shall be conducted by the chairperson (**Executive Director** or nominee) ...”

Meeting: EM&MC - 19/11/2008		Submitted by Directorate: Corporate Governance	
Ref No: 4/B		Author/s:	
Doc No: 6491/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

12. AMENDMENT OF TRAINING POLICY

RESOLVED

that it be recommended to Council that the Policy be adopted.

Meeting: EM&MC - 19/11/2008		Submitted by Directorate: Corporate Governance	
Ref No: 4/B		Author/s:	
Doc No: 6510/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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13. NATIONAL WATER AND SANITATION WEEK 2009

RESOLVED

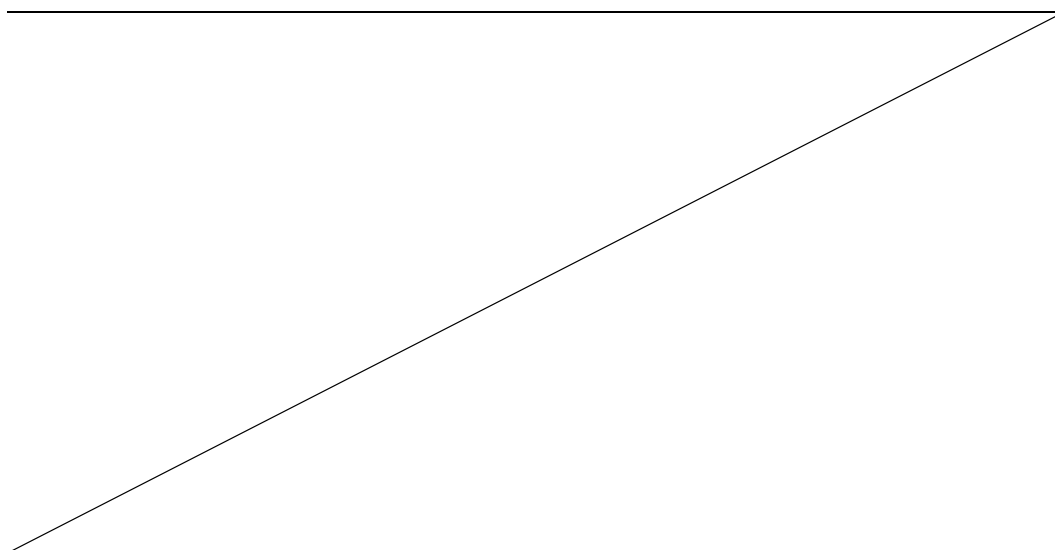
1. that provisional program for Water and Sanitation Week 2009 be noted and approved; and
2. that the potential working of overtime in excess of 40 hours for one month during the events period by specific Water Services staff members be approved, on a time off basis.

Meeting: EM&MC - 19/11/2008		Submitted by Directorate: Infrastructure & Planning	
Ref No: 11/4/3		Author/s: A Kowalewski / H Hendricks	
Doc No: 9541/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u> Implement Water Week	<u>RESPONSIBLE DEPT:</u> Infrastructure & Planning	<u>DUE DATE:</u>

14. APPROVAL OF APPLICATION FOR SUBSIDY: WATER AND SANITATION SERVICES TO FARM WORKER HOUSES: FLEUR DE LYS, WELLINGTON

RESOLVED

that the attached application for a water and sanitation subsidy, be approved.



Meeting: EM&MC – 19/11/2008		Submitted by Directorate: Infrastructure & Planning	
Ref No: 16/4/6		Author/s: A Kowalewski	
Doc No: 9649/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u> Arrange for payment	<u>RESPONSIBLE DEPT:</u> Infrastructure & Planning	<u>DUE DATE:</u>

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15. REPORT ON ACTIONS TO IMPROVE APPEARANCE AND SERVICES IN WARD 5

RESOLVED

1. that the existing gravel roads be upgraded to tarred roads, proper kerbing constructed and the stormwater system adapted to suit the new roads;
2. that an amount of R2 000 000,00 for phase 1 be approved and be funded from the R7m available from carry-overs on the capital budget (subject to Council's approval);
3. that detail design be proceeded with and that the project be phased in accordance with allocated funds;
4. that the funding shortfall be provided on 2009/2010 capital budget;
5. that the frequency for cleaning of the stormwater system be increased and that an additional amount of R350 000 per annum be allocated on the operational budget for such purpose. (The 2008/2009 mid-year adjustment budget to be adjusted to make provision for this requirement); and
6. that the informal dwellers and backyard dwellers be accommodated in formal housing programmes as per the housing programme, as soon as possible.

Meeting: Ref No: Doc No:	EM&MC - 19/11/2008 16/3/1/4 x 16/3/3 9662/08	Submitted by Directorate: Author/s: Referred from:	Infrastructure & Planning L P Coetzee
<u>CLAUSE:</u>	<u>ACTION:</u> Take necessary steps	<u>RESPONSIBLE DEPT:</u> Infrastructure & Planning	<u>DUE DATE:</u>

16. UPGRADED HOSTELS: BLOCKS B AND C, WHITE CITY: SELLING PRICES

RESOLVED

that this matter be held over and that a further report be submitted on the number of upgraded units to be sold as well as the number of units that still need to be upgraded.

Meeting: Ref No: Doc No:	EM&MC - 19/11/2008 17/5/4/4/1 x 17/5/4/4/2 9617/08	Submitted by Directorate: Author/s: Referred from:	Social Services V N Konjwayo
<u>CLAUSE:</u>	<u>ACTION:</u> Submit further report	<u>RESPONSIBLE DEPT:</u> Social Services (Housing)	<u>DUE DATE:</u>

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17. MAINTENANCE OF MUNICIPAL RENTAL STOCK

RESOLVED

that the report be **noted**.

Meeting: EM&MC - 19/11/2008		Submitted by Directorate: Social Services	
Ref No: 17/5/3/4/2		Author/s: V N Konjwayo	
Doc No: 9618/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

18. APPLICATION TO USE CHRISTMAS CAMP: PAARL MOUNTAIN NATURE RESERVE: W HOHMANN

RESOLVED

1. that the application by the Grundlingh family to use the Christmas Camp in Paarl Mountain Nature Reserve for one day only, between 20 – 27 December 2008 be approved;
2. that the normal tariffs and rules applicable to the use of the Paarl Mountain Nature Reserve be applied, as well as other conditions laid down by the Directorate Strategic Services; and
3. that no overnight stay in the Reserve be allowed.

Meeting: EM&MC - 19/11/2008		Submitted by Directorate: Social Services	
Ref No: 17/21/4/2		Author/s: A van der Merwe	
Doc No: 9685/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Inform applicant	Social Services (Parks)	

19. REQUEST FOR FINANCIAL ASSISTANCE: BOLAND SPORT COUNCIL

RESOLVED

that an amount of R20 000,00 be made available to the Boland Sport Council for their annual Sport Awards Ceremony on 4 December 2008, and be funded from vote 462515566500 (Special Events).

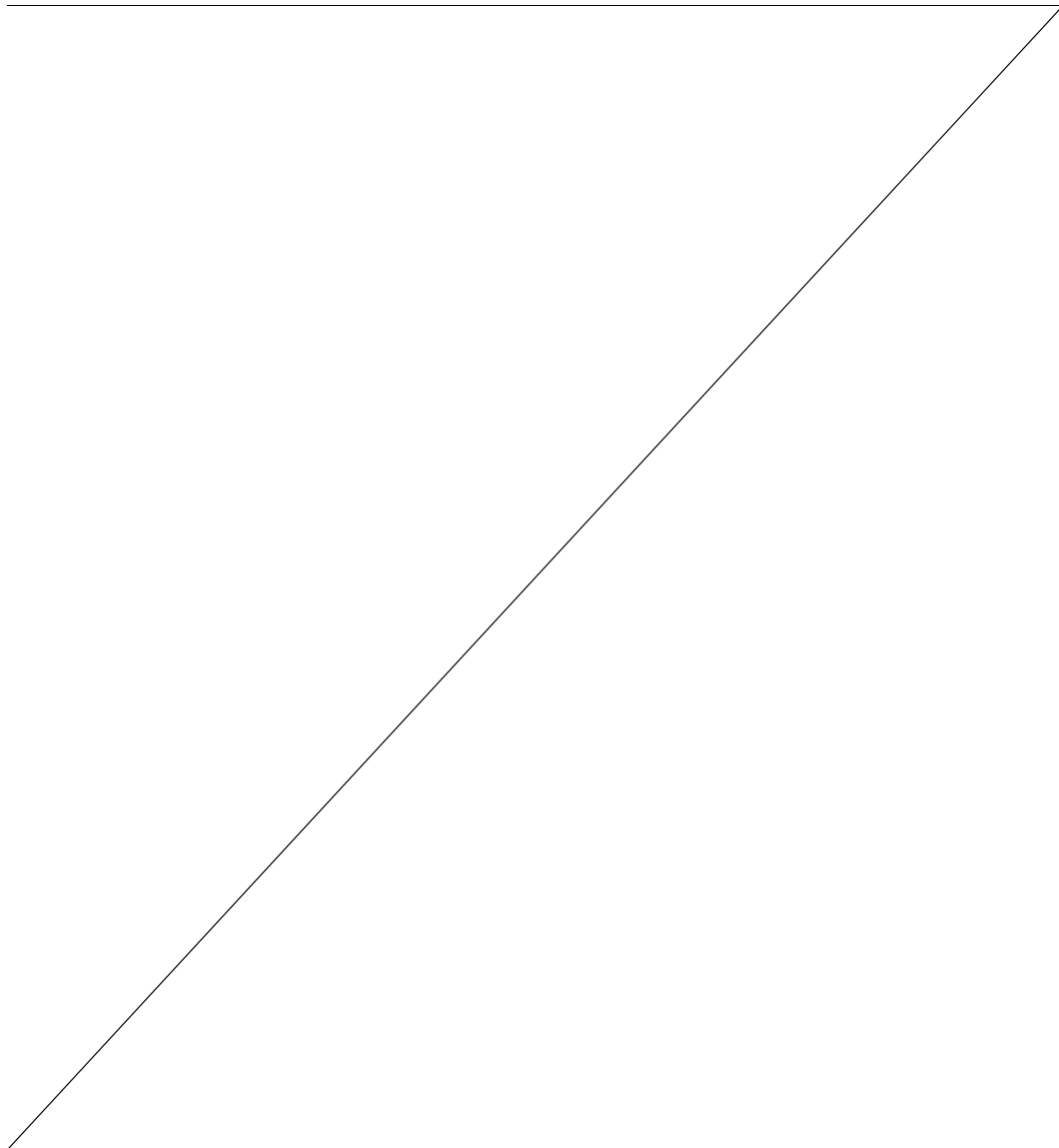
Meeting: EM&MC - 19/11/2008		Submitted by Directorate: Social Services	
Ref No: 17/7/1		Author/s: T Matthee	
Doc No: 9686/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Inform applicant and arrange payment	Social Services (Sports)	

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20. WARD PROJECTS 2008/09

RESOLVED

that the ward projects as indicated on the enclosed schedule be approved, subject to the projects for Wards 7, 21, 26, 28 and 30 being referred to the Speaker for further consultation with the affected Ward Committees.



Meeting:	EM&MC - 19/11/2008	Submitted by Directorate:	Social Services
Ref No:	2/2/5	Author/s:	J Rhoda
Doc No:	9196/08	Referred from:	EM&MC - 5/11/2008
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Implement projects	Responsible Directorates	

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21. 2010 LOBBING OF THE EGYPTIAN NATIONAL TEAM (THE PHARAOHS)

RESOLVED

that the report be **noted**.

Meeting: EM&MC - 19/11/2008		Submitted by Directorate: Corporate Governance	
Ref No: 17/7/3/2		Author/s: K Mrali	
Doc No: 9682/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

22. PAARL CENTRAL BUSINESS DISTRICT (CBD) – PROGRESS REPORT

RESOLVED

1. that the report be **noted**; and
2. that an urgent meeting be arranged between Mayco and the relevant technical departments to assess the progress of this project as well as the issue pertaining to parking management.

Meeting: EM&MC - 19/11/2008		Submitted by Directorate: Infrastructure & Planning	
Ref No: 15/2/2 & 18E		Author/s: A Roelf	
Doc No: 9412/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
	Arrange meeting	Corporate Governance (Admin) – H Barends	

23. APPEAL TO COUNCIL TO APPROVE THE BUILDING “AS BUILT” ON ERF 12910, MALHERBE STREET, WELLINGTON

RESOLVED

1. that the protection of Wellington Heritage Area, with its heritage resources and character, as a non-renewable resource be confirmed;
2. that the concerns raised by the Wellington Heritage and Aesthetics Committee be supported;
3. that remedial work to the building be carried out regarding the extension of the verandah as approved on the original plan whereafter the occupation certificate may be issued; and
4. that all interested and affected parties be informed of Council's decision.

Meeting: EM&MC - 19/11/2008		Submitted by Directorate: Infrastructure & Planning	
Ref No: 15/4/1 (12910) W		Author/s: C De Kock	
Doc No: 9411/08		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
23. 3 & 4	Inform parties	Admin (Y Matthews)	

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24. REQUEST FOR LAND – AFRIGLASS (PTY) LTD FACTORY

A delegation from Wesgro attended the meeting for this item. They emphasized the need to move quickly to identify the appropriate site as AfriGlass was also looking to Gauteng for a possible site for the factory. In terms of the possible sites identified in the report they indicated that both the Denel and Gouda sites would not really suit their requirements and that they would prefer not to build the factory on a site already reserved for housing.

The Committee was of the view that the technical departments involved should meet as soon as possible with Wesgro to discuss their requirements and identify the most suitable site.

RESOLVED

that the technical departments have urgent discussions with Wesgro on the requirements of AfriGlass (Pty) Ltd and that a further report on this be submitted to a Special meeting of the Committee during next week.

Meeting: EM&MC - 19/11/2008		Submitted by Directorate: Infrastructure & Planning	
Ref No: 15/4/1 (584) M		Author/s: A Roelf	
Doc No: 9677/08/08		Referred from:	
CLAUSE:	ACTION:	RESPONSIBLE DEPT:	DUE DATE:
	Arrange further discussions	Corporate Governance (H Barends)	

25. APPEAL TO COUNCIL TO APPROVE THE AMENDED BUILDING PLAN OF ERF 28887, C/O KONING STREET AND MAIN ROAD, PAARL

RESOLVED

1. that ACTEAM's comments be set aside;
2. that the existing building be approved in its current "as built" form; and
3. that approval of the amended building plan 1355/2008 be supported.

Meeting: EM&MC - 19/11/2008		Submitted by Directorate: Infrastructure & Planning	
Ref No: 15/3/3/1		Author/s: C De Kock	
Doc No: 9678/08		Referred from:	
CLAUSE:	ACTION:	RESPONSIBLE DEPT:	DUE DATE:
	Implement decision	Infrastructure & Planning (Planning)	

26. OUTSTANDING MATTERS

Noted.

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27. URGENT MATTERS

27.1 APPOINTMENT OF HEADS OF DEPARTMENTS

The Municipal Manager reported that the process for the appointment of heads of departments had been completed and that the following candidates have been appointed and subsequently accepted their appointments:-

- i. G S du Plessis (Civil Engineering)
- ii. A Abrahams (Community Services)
- iii. A V Marais (Corporate Services)
- iv. C Mapeyi (Financial Services)
- v. K Sethoabane (Housing)
- vi. D Delaney (Planning)
- vii. V Petersen (Protective Services)

RESOLVED

that the report be **noted**.

Meeting: EM&MC - 19/11/2008		Submitted by Directorate:	
Ref No: 4/6/3/1		Author/s:	
Doc No:		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

27.2 REPORTS REQUESTED

The Executive Mayor requested the following reports:-

- 1) Measures to improve safety of communities in Wards 13 and 14 re dangerous electricity connections.
- 2) The planting of Exotic Chinese Poplars
- 3) Maintenance and beautification of Municipal and Community facilities.
- 4) Progress on Job Evaluation Process.

Meeting: EM&MC - 19/11/2008		Submitted by Directorate:	
Ref No: 3/8/11		Author/s:	
Doc No:		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
27.2 (1)	Submit report on proposed measures	Infrastructure & Planning (Electricity)	
27.2 (2)	Submit report	Social Services (Parks)	
27.2 (3)	Submit report	Corporate Governance (Properties)	
27.2 (4)	Submit progress report	Corporate Governance (HR)	

27.3 MAYORAL IMBIZO: SARON

The Executive Mayor reported on plans to host a Mayoral Imbizo in Saron on the tentative date of 29 November 2008, subject to the availability of an appropriate hall.

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The Executive Mayor requested that a report be prepared on the projects implemented in Saron as from 2000 as well as a report on the Water Rights issue. The Executive Mayor also requested the Municipal Manager and all Executive Directors to attend.

ACCORDINGLY RESOLVED

Meeting: EM&MC - 19/11/2008		Submitted by Directorate:	
Ref No:		Author/s:	
Doc No:		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

28. MONTHLY REPORT: PLANNING SERVICES – OCTOBER 2008

Noted.

Meeting: EM&MC – 19/11/2008		Submitted by Directorate: Infrastructure & Planning	
Ref No: 9/1/1/1		Author/s: M Toerien	
Doc No:		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

29. MONTHLY REPORT: CIVIL ENGINEERING SERVICES – SEPTEMBER 2008

Noted.

Meeting: EM&MC - 19/11/2008		Submitted by Directorate: Infrastructure & Planning	
Ref No: 9/1/1/2		Author/s:	
Doc No:		Referred from:	
<u>CLAUSE:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

The meeting ended at 13:14.

CHAIRPERSON:

DATE:

Confirmed on with/without amendments.

**PJ/db
26/11/2008**