

# **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, 16 JANUARY 2008 AT 10:00**

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

**Councillors:** J T Basson  
A Bekeer  
S Davids  
H Douman  
C R Julies  
M J Le Hoe  
T M Kompela  
A M Petersen and  
A B Sishuba

**Officials:** Dr S Kabanyane (Municipal Manager)  
J Coetzee  
K Mrali  
A Sauls  
D Delaney  
S Carstens  
A Marais  
G S Du Plessis  
J Rhoda and  
M Pikinini



**MINUTES : EXECUTIVE MAYOR AND MAYOR COMMITTEE**  
**16 JANUARY 2008**

**1. CONFIRMATION OF MINUTES**

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

- i) Ordinary meeting held on 5 December 2007;
- ii) Confidential meeting held on 5 December 2007; and
- iii) Special meeting held on 21 December 2007.

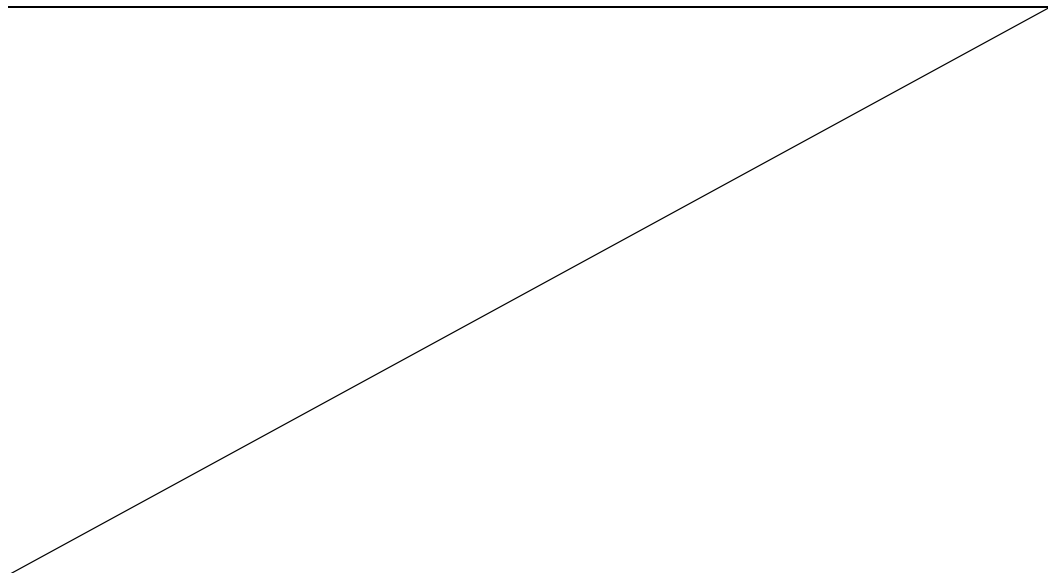
**2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR**

Motion: Appointment of Mr P De Villiers as Coach of the Springboks

The Executive Mayor submitted the enclosed motion, congratulating Mr P De Villiers on his appointment as coach of the Springbok Rugby team. The Executive Mayor further proposed that Council host a function for Mr De Villiers.

**RESOLVED**

- 1. that the motion of congratulations be accepted;
- 2. that Council host a function for Mr De Villiers to celebrate his appointment as Springbok Coach, on a date convenient for Mr De Villiers; and
- 3. that an amount of R150 000 be made available from Vote No 2505155 665 500 (Special Events) for this purpose.



**MINUTES : EXECUTIVE MAYOR AND MAYOR COMMITTEE**  
**16 JANUARY 2008**

**3. LACK OF INFRASTRUCTURE IN INFORMAL SETTLEMENTS: REQUEST FROM INDEPENDENT ELECTORAL COMMISSION FOR ADDITIONAL VOTING STATIONS: WARDS 8 AND 14**

**RESOLVED**

that a meeting be arranged between the relevant technical departments and that IEC determine the requirements of the IEC and suitable land thereafter be identified.

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| <b>Meeting:</b><br><b>Ref No:</b><br><b>Doc No:</b> | <b>EM&amp;MC - 16/01/2008</b><br><b>17/5/6/1</b><br><b>10944/07</b> | <b>Submitted by (Dept):</b><br><b>Author/s:</b><br><b>Referred from:</b> |                         |
| <b><u>CLAUSE:</u></b>                               | <b><u>ACTION:</u></b>   | <b><u>RESPONSIBLE DEPT:</u></b>  | <b><u>DUE DATE:</u></b> |
| 3   | Convene meeting between Planning and IEC                            | Admin  |                         |

**4. EXTENSION OF FESTIVAL OF LIGHTS TO SIMONDIUM AND HERMON**

**RESOLVED**

1. that the report be noted; and
2. that the status quo with regard to hosting of the festival of lights be maintained and that only lights be erected at Simondium and Hermon.

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| <b>Meeting:</b><br><b>Ref No:</b><br><b>Doc No:</b> | <b>EM&amp;MC - 16/01/2008</b><br><b>11/2/1</b><br><b>37/08</b> | <b>Submitted by (Dept):</b><br><b>Author/s:</b><br><b>Referred from:</b> | <b>Planning &amp; Economic Development</b><br><b>G Fouldien</b> |
| <b><u>CLAUSE:</u></b>                               | <b><u>ACTION:</u></b>  | <b><u>RESPONSIBLE DEPT:</u></b>  | <b><u>DUE DATE:</u></b>   |
| 4   | Erection of lights   | Acting Head: Electrical Services   |   |

**5. MBEKWENI SMALL BUSINESS HIVE**

Questions were raised with regard to tariffs at which the stands would be leased, the lease period and lease conditions.

**MINUTES : EXECUTIVE MAYOR AND MAYOR COMMITTEE**  
**16 JANUARY 2008**

**RESOLVED**

that the matter be held over and that further consultations be held between the department, and the Portfolio holder and the ward councillors concerned, and a further report be submitted.

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| <b>Meeting:</b> EM&MC - 16/01/2008 |   | <b>Submitted by (Dept):</b> Planning & Economic Development |                         |
| <b>Ref No:</b> 15/7/3/3/1          |   | <b>Author/s:</b> G Fouldien                                 |                         |
| <b>Doc No:</b> 38/08               |   | <b>Referred from:</b>                                       |                         |
| <b><u>CLAUSE:</u></b>              | <b><u>ACTION:</u></b>                     | <b><u>RESPONSIBLE DEPT:</u></b>                             | <b><u>DUE DATE:</u></b> |
| 5                                  | Arrange meeting and submit further report | Planning (LED)  |                         |

**6. ESTABLISHMENT OF LOCAL ECONOMIC DEVELOPMENT FORUM**

The Executive Mayor requested that the Boland Region of the Cape Chamber of Commerce be kept informed of developments in this regard.

**RESOLVED**

1. that the establishment of the Local Economic Development Forum for Drakenstein Municipality be approved; and
2. that the composition of the Forum as set out in the agenda be approved.

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|------------------------------------|-------------------------|---|-------------------------|
| <b>Meeting:</b> EM&MC - 16/01/2008 |                         | <b>Submitted by (Dept):</b> Planning & Economic Development |                         |
| <b>Ref No:</b> 15/7/B              |                         | <b>Author/s:</b> G Fouldien                                 |                         |
| <b>Doc No:</b> 39/08               |                         | <b>Referred from:</b>                                       |                         |
| <b><u>CLAUSE:</u></b>              | <b><u>ACTION:</u></b>   | <b><u>RESPONSIBLE DEPT:</u></b>                             | <b><u>DUE DATE:</u></b> |
| 6                                  | Inform relevant parties | Acting Head: Planning & Economic Development                |                         |

**7. DE POORT HERITAGE VILLAGE: FUNDS FOR SECURITY FENCE**

The Acting Head: Planning and Economic Development reported that De Poort submitted a further request for an amount of ± R650 000 for service costs to the rezoning conditions imposed on the land. He requested that a meeting be arranged with De Poort to discuss this matter.

**RESOLVED**

1. that the progress report on the De Poort Heritage Village project be noted;
2. that an amount of R50 000,00 be transferred to De Poort to be used for the construction of a fence around phase 1 of the project and that the cost be

**MINUTES : EXECUTIVE MAYOR AND MAYOR COMMITTEE**  
**16 JANUARY 2008**

debited against vote number 6028 1561 9500 (Heritage Tourism: De Poort project); and

3. that a meeting be arranged with De Poort project to discuss their request for additional funding and that the Executive Mayor, the LED Portfolio holder and the relevant officials represent Council in that meeting.

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| <b>Meeting:</b> EM&MC - 16/01/2008 |  | <b>Submitted by (Dept):</b> Planning & Economic |                  |
| <b>Ref No:</b> 15/4/1 (2856) P     |  | <b>Development</b>                              |                  |
| <b>Doc No:</b> 40/08               |  | <b>Author/s:</b> G Fouldien                     |                  |
|                                    |  | <b>Referred from:</b>                           |                  |
| <b>CLAUSE:</b>                     | <b>ACTION:</b>   | <b>RESPONSIBLE DEPT:</b>                        | <b>DUE DATE:</b> |
| 7                                  | 1) Arrange payment and agreement<br>2) Arrange meeting | Admin (H Barends)                               |                  |

**8. SUPPORT: SAFER FESTIVE SEASON OPENING LAUNCH: 2 DECEMBER 2007**

**RESOLVED**

1. that this event be approved retrospectively; and
2. that an amount of R24 500 plus Vat, from Vote No 4305 1555 6500 (Nation Building) be paid to the Department of Community Safety.

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| <b>Meeting:</b> EM&MC - 16/01/2008 |                     | <b>Submitted by (Dept):</b> Community Services |                  |
| <b>Ref No:</b>                     |                     | <b>Author/s:</b>                               |                  |
| <b>Doc No:</b>                     |                     | <b>Referred from:</b>                          |                  |
| <b>CLAUSE:</b>                     | <b>ACTION:</b>      | <b>RESPONSIBLE DEPT:</b>                       | <b>DUE DATE:</b> |
| 8                                  | Arrange for payment | Acting Head: Community Services                |                  |

**9. FUNDING OF GOUDA LIBRARY BY PROVINCIAL LIBRARY SERVICES**

Questions were raised as to whether the site for the temporary structure would also be the site for the permanent library.

**RESOLVED**

that this matter be held over for the next meeting and the abovementioned be clarified.

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| <b>Meeting:</b> EM&MC - 16/01/2008 |                           | <b>Submitted by (Dept):</b> Community Services |                  |
| <b>Ref No:</b> 17/4/2/3/1          |                           | <b>Author/s:</b> T Mathee                      |                  |
| <b>Doc No:</b> 99/08               |                           | <b>Referred from:</b>                          |                  |
| <b>CLAUSE:</b>                     | <b>ACTION:</b>            | <b>RESPONSIBLE DEPT:</b>                       | <b>DUE DATE:</b> |
| 9                                  | Add information to report | Acting Head: Community Services                |                  |

**MINUTES : EXECUTIVE MAYOR AND MAYOR COMMITTEE**  
**16 JANUARY 2008**

**10. APPROVAL OF WATER SERVICES AUTHORITY CHECKLIST FOR THE DEPARTMENT OF WATER AFFAIRS AND FORESTRY**

**RESOLVED**

1. that the WSA checklist for Drakenstein Municipality as completed on 23 November 2007 be approved; and
2. that the resolution be forwarded to DWAF by the Civil Engineering Services Department.

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|-----------------------------|---------------------------|---|-------------------------|
| Meeting: EM&MC - 16/01/2008 |                           | Submitted by (Dept): Civil Engineering Services |                         |
| Ref No: 1/2/16              |                           | Author/s: H Blignaut                            |                         |
| Doc No: 41/08               |                           | Referred from:                                  |                         |
| <b><u>CLAUSE:</u></b>       | <b><u>ACTION:</u></b>     | <b><u>RESPONSIBLE DEPT:</u></b>                 | <b><u>DUE DATE:</u></b> |
| 10                          | Submit resolution to DWAF | Acting Head: Civil Engineering Services         |                         |

**11. LETTER OF INTENT AND SERVICE LEVEL AGREEMENT: EXPANDED PUBLIC WORKS PROGRAMME**

**RESOLVED**

that a workshop for members of Mayco be arranged with the Department of Public Works to discuss this matter and thereafter be finalized.

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| Meeting: EM&MC - 16/01/2008 |  | Submitted by (Dept): Civil Engineering Services |                         |
| Ref No: 5/7/8/2             |  | Author/s: G S Du Plessis / S Z Mabizela         |                         |
| Doc No: 42/08               |  | Referred from:                                  |                         |
| <b><u>CLAUSE:</u></b>       | <b><u>ACTION:</u></b>                  | <b><u>RESPONSIBLE DEPT:</u></b>                 | <b><u>DUE DATE:</u></b> |
| 11                          | Request department to present workshop | Admin (C Louw)                                  |                         |

**12. PROGRESS REPORT: NIEWEDRIFT AND HERMON HOUSING PROJECTS**

**RESOLVED**

1. that the report be noted; and
2. that the Cape Winelands District Municipality be informed of Council's appreciation for the work done by the Cape Winelands District Municipality but that better

**MINUTES : EXECUTIVE MAYOR AND MAYOR COMMITTEE  
16 JANUARY 2008**

communication and co-operation be established between Drakenstein Municipality and the District where projects of common interest are concerned.

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| <b>Meeting:</b><br><b>Ref No:</b><br><b>Doc No:</b> | <b>EM&amp;MC - 16/01/2008</b><br><b>17/5/5/6/1 x 17/5/5/3/2</b><br><b>35/08</b> | <b>Submitted by (Dept):</b> Planning and Economic Development<br><b>Author/s:</b> U Johanneson<br><br><b>Referred from:</b> |
| <b>CLAUSE:</b>                                      | <b>ACTION:</b>  | <b>RESPONSIBLE DEPT:</b>  |
| 12  | Inform Cape Winelands District Municipality                                     | Admin (C Louw)  |
|   |   | <b>DUE DATE:</b>  |

**13. TENDERS FOR AFFORDABLE HOUSING DEVELOPMENT ON ERVEN 17091 AND 23674, PAARL AND A PORTION OF ERF 557, MBEKWENI**

**RESOLVED**

1. that the proposed specifications set out in the report be approved, subject to the following conditions:-
  - 1.1 Council undertake the rezoning of the erven where required;
  - 1.2 Land availability Agreements be offered to tenderers and that the land and land use rights costs be included in the final sales price; and
2. that the calling of tenders be proceeded with.

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| <b>Meeting:</b><br><b>Ref No:</b><br><b>Doc No:</b> | <b>EM&amp;MC - 16/01/2008</b><br><b>15/4/1, Erven 17091, 23674, P &amp; 557, M</b><br><b>36/08</b> | <b>Submitted by (Dept):</b> Planning & Economic Development<br><b>Author/s:</b> A Roelf / C Jacobs<br><br><b>Referred from:</b> |
| <b>CLAUSE:</b>                                      | <b>ACTION:</b>   | <b>RESPONSIBLE DEPT:</b>  |
| 13  | Call for tenders   | Admin (Properties)  |
|   |  | <b>DUE DATE:</b>  |

**14. SALE OF OLD KITCHEN BUILDINGS: A – D BLOCKS, MBEKWENI**

**RESOLVED**

that this matter be held over for a next meeting of the Committee in order to allow the portfolio and ward councillor to consult with the communities affected.

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| <b>Meeting:</b><br><b>Ref No:</b><br><b>Doc No:</b> | <b>EM&amp;MC - 16/01/2008</b><br><b>7/2/4/2</b><br><b>10463/07</b> | <b>Submitted by (Dept):</b> Corporate Services<br><b>Author/s:</b> P Strümpher<br><b>Referred from:</b> EM&MC – 5/12/2008 |
| <b>CLAUSE:</b>                                      | <b>ACTION:</b>   | <b>RESPONSIBLE DEPT:</b>  |
| 14  | Re-submit  | Admin (C Louw)  |
|   |  | <b>DUE DATE:</b>  |

**MINUTES : EXECUTIVE MAYOR AND MAYOR COMMITTEE**  
**16 JANUARY 2008**

**15. OUTDOOR ADVERTISING AND SIGNAGE BY-LAW**

**RESOLVED**

1. that it be recommended to Council that the Outdoor Advertising and Signage by-law be adopted in terms of Section 156(2) of the Constitution read with Section 13 of the Local Government Municipal Systems Act, (Act 32/2000), as amended, and the necessary steps be taken to promulgate the by-law in the Provincial Gazette;
2. that the law enforcement in respect of existing unauthorized structures be implemented in phases as set out in the report; and
3. that the public be informed of the date on which the by-law will take effect.

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| Meeting: EM&MC - 16/01/2008 |                       | Submitted by (Dept): Corporate Services |                         |
| Ref No: 1/5/2/4             |                       | Author/s: A V Marais                    |                         |
| Doc No: 66/08               |                       | Referred from:                          |                         |
| <b><u>CLAUSE:</u></b>       | <b><u>ACTION:</u></b> | <b><u>RESPONSIBLE DEPT:</u></b>         | <b><u>DUE DATE:</u></b> |
| 15                          |                       |   |                         |

**16. BUDGET POLICY**

**RESOLVED**

that the proposed policy be noted and be referred to the Portfolio Committee.

|                            |                               |   |                         |
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| Meeting: EM&MC -16/01/2008 |                               | Submitted by (Dept): Financial Services |                         |
| Ref No: 5/2/B              |                               | Author/s:                               |                         |
| Doc No's:                  |                               | Referred from:                          |                         |
| <b><u>CLAUSE:</u></b>      | <b><u>ACTION:</u></b>         | <b><u>RESPONSIBLE DEPT:</u></b>         | <b><u>DUE DATE:</u></b> |
| 16                         | Submit to portfolio committee | Admin (I Erasmus)                       |                         |

**17. TASK JOB EVALUATION COMMITTEE: BOLAND/WEST COAST AREA**

**RESOLVED**

1. that the continual funding of the Task Job Evaluation Committee to the amount of R190 431 be approved; and
2. that since it was reported at a previous meeting that the evaluation process for Drakenstein was already completed and needed only to be audited, the Job

**MINUTES : EXECUTIVE MAYOR AND MAYOR COMMITTEE**  
**16 JANUARY 2008**

Evaluation Committee be given only until the end of March 2008 to finalize the Drakenstein process.

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| <b>Meeting:</b> EM&MC -16/01/2008 |                       | <b>Submitted by (Dept):</b> Municipal Manager |                         |
| <b>Ref No:</b>                    |                       | <b>Author/s:</b>                              |                         |
| <b>Doc No's:</b>                  |                       | <b>Referred from:</b>                         |                         |
| <b><u>CLAUSE:</u></b>             | <b><u>ACTION:</u></b> | <b><u>RESPONSIBLE DEPT:</u></b>               | <b><u>DUE DATE:</u></b> |
| 17                                | Letter to Task        | Admin (I Erasmus)                             |                         |

**18. APPLICATION FOR AMENDMENT OF THE PAARL/WELLINGTON URBAN STRUCTURE PLAN, REZONING AND SUBDIVISION: ERF 26190, PAARL (UNREGISTERED CONSOLIDATION OF ERVEN 10664 AND 26189)**

**RESOLVED**

1. that the rezoning of Erf 26190, Paarl to allow for a Residential Estate be approved in terms of Section 16 of the Land Use Planning Ordinance, 1985 (Ord 15 of 1985);
2. that in terms of Section 25(1) of the Land Use Planning Ordinance, 1985 (Ord 15 of 1985) the subdivisional application for Erf 26190, Paarl, be approved, as indicated on the subdivisional plan, No P3059/97 (A10), Plan No 11 dated November 2005, subject to the following conditions in terms of Section 42(1) of the Land Use Planning Ordinance, 1985 (Ord 15 of 1985):-
  - 2.1 The development of the property be largely in line with the design/architectural/philosophy contained in the application, as accepted by Heritage Western Cape in their letter dated 12 June 2006 (Annexure A to the departmental report);
  - 2.2 Adherence of the requirements set by the Department of Transport and Public Works in their letter PR22/25/4/24(Job 12778) dated 25 September 2002 (Annexure B to the departmental report);
  - 2.3 Adherence of the requirements set by the South African National Roads Agency Ltd in their letter ref W11/4/3-1/1-15 dated 17 March 2005 (Annexure C to the departmental report);
  - 2.4 The following conditions laid down by the Department Civil Engineering Services (Drakenstein Municipality) be adhered to:-

**Streets**

- a) Any alterations to the existing network will be for the cost of the developer, including traffic impact assessment, design, approval and

**MINUTES : EXECUTIVE MAYOR AND MAYOR COMMITTEE**  
**16 JANUARY 2008**

construction of any extra traffic control measures and or traffic calming;

- b) Internal streets should be provided by the developer, at own cost and to the satisfaction of the Head: Civil Engineering Services after the approval of detail designs in accordance with the Municipal Design Standards Document;

**Stormwater**

- a) Pollution control must be instituted at all stormwater outfalls;
- b) A proper analysis of the stormwater run-off is required;
- c) The external stormwater system must be upgraded where required i.e. replacement of un-reinforced pipes at owner's costs;
- d) All cost will be for the account of the applicant/developer;
- e) Internal stormwater services should be provided by the developer, at own cost and to the satisfaction of the Head: Civil Engineering Services, upon the approval of detail designs in accordance with the Municipal Design Standards Document;

**Traffic**

A traffic impact assessment is required;

**Water**

- a) A maximum of 150 millimetre diameter bulk water connection is available at the 500 millimetre diameter watermain just north of the N1 motorway;
- b) The developer will be responsible for all relevant permits, servitudes and administration for the crossing of the N1;
- c) The connection crossing under the N1 and the entire water reticulation system will be defined as a private combined water system;
- d) The developer will be responsible for the cost of the entire reticulation system including the installation cost of the bulk water connection (undertaken by Council);
- e) A sleeve must be provided for the N1 crossing;
- f) No booster pump system directly connected to the municipal supply will be allowed;
- g) Note that the 500 millimetre diameter municipal main is controlled by a pressure reducer and controller and that low pressure can be expected on a large portion of the developer;
- h) The developer must supply sufficient water storage which must include fire protection water for the whole development;
- i) The private combined water reticulation system, including the N1 crossing must be designed by a professional registered person and all services be installed under the supervision of such a professional;
- j) Plans must be submitted to the Civil Engineering Services Department;

**MINUTES : EXECUTIVE MAYOR AND MAYOR COMMITTEE**  
**16 JANUARY 2008**

- k) Each individual portion include the private open spaces must be provided with metered water connections (as per National Water Regulations) at the developer's cost;
- l) The owners must accept joint responsibility for the maintenance and bulk water account of the private combined water system and must be included in the constitution of the Home Owners Association;
- m) All costs will be for the account of the applicant/developer;
- n) Services designs should be in accordance with the Municipal Design Standards Document;
- o) Bulk services levies will be payable;

**Sewer**

- a) The nearest municipal sewer system is situated on the northern boundary of the farm Klein Parys. If the developer choose to connect it to the municipal network, all cost relating to the provision of the private combined sewer system, servitudes and permits must be provided and the cost borne by the developer;
- b) Servitudes must be registered over any private property and the road reserve that the developer is deemed to cross;
- c) If the developer chooses to treat the sewer effluent on site, the necessary permits and studies must be undertaken and submitted to Council for approval;
- d) The private combined sewer system must be designed by a professional registered person, in accordance with the Municipal Design Standards Document and the services installed under his/her supervision;
- e) Plans must be submitted to the Head: Civil Engineering Services for approval;
- f) Operational and maintenance plans must be submitted before any construction work can commence;
- g) Owners must accept joint responsibility for the maintenance of the private combined sewer system;
- h) Last mentioned must be included in the constitution of the Home Owners Association and must be submitted to Council for approval;
- i) The operational and maintenance plans must also form part of the said constitution;
- j) All cost will be for the developer's account;
- k) Connection to the existing outfall sewer at Klein Parys is available at actual cost;
- l) Bulk services levies are applicable on all the portions serviced by sewer connections;
- m) All approvals and permits pertaining to the sewer effluent must be obtained by the developer and submitted to Council for approval;
- n) Bulk services levies will be payable;

2.5 Adherence to the following condition laid down by the Electrical Engineering Services Department (Drakenstein Municipality):-

**MINUTES : EXECUTIVE MAYOR AND MAYOR COMMITTEE  
16 JANUARY 2008**

- Services are to be installed by the developer, at own cost and to the satisfaction of the Head: Electrical Engineering Services after approval of detailed designs by the afore-mentioned;
- 2.6 Adherence to the following condition laid down by the Surveying and Valuation Division (Drakenstein Municipality):-
- A constitution for the Home Owners Association must be submitted for approval by the Head: Planning and Economic Development; and
3. that before any development can commence the legal requirements in terms of the National Environment Management Act (NEMA) must be complied with.

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| Meeting: EM&MC -16/01/2008<br>Ref No: 15/4/1 (26190) P<br>Doc No's: 8931 |                                  | Submitted by (Dept): Planning & Economic Development<br>Author/s: H Strijdom<br>Referred from: EM&MC - 24/10/2007<br>EM&MC - 21/11/2007 |                  |
| <u>CLAUSE:</u><br>18   | <u>ACTION:</u><br>Inform parties | <u>RESPONSIBLE DEPT:</u><br>Admin (Y Matthews)  | <u>DUE DATE:</u> |

**19. OUTSTANDING MATTERS**

**Noted.**

**20. URGENT MATTERS**

**20.1 REFUSE REMOVAL OVER FESTIVE SEASON**

Clr A M Petersen reported that a number of residents approached him regarding problems experienced over the festive season with refuse removal. The general state of cleanliness of neighborhoods was also raised as a concern. The Municipal Manager expressed the view that some innovative thinking was required to deal with this problem and that management would submit proposals to address the problem and to consider longer term solutions.

**ACCORDINGLY RESOLVED**

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|--|--|--|------------------|
| Meeting: EM&MC -16/01/2008<br>Ref No:<br>Doc No's: |  | Submitted by (Dept): Civil Engineering Services<br>Author/s: L Coetzee<br>Referred from: |                  |
| <u>CLAUSE:</u><br>20.1                             | <u>ACTION:</u><br>Report to Management and Mayco | <u>RESPONSIBLE DEPT:</u><br>Acting Head:<br>Civil Engineering Services                   | <u>DUE DATE:</u> |

**MINUTES : EXECUTIVE MAYOR AND MAYOR COMMITTEE**  
**16 JANUARY 2008**

**21. MONTHLY REPORT: ELECTRICAL SERVICES: NOVEMBER 2007**

**Noted.**

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| <b>Meeting:</b> EM&MC -16/01/2008<br><b>Ref No:</b> 9/1/1/3<br><b>Doc No's:</b> |                       | <b>Submitted by (Dept):</b> Electrical Services<br><b>Author/s:</b> J E Coetzee<br><b>Referred from:</b> |                         |
| <b><u>CLAUSE:</u></b><br>21   | <b><u>ACTION:</u></b> | <b><u>RESPONSIBLE DEPT:</u></b>  | <b><u>DUE DATE:</u></b> |

**22. REPORT: DEPARTMENT PLANNING AND ECONOMIC DEVELOPMENT - NOVEMBER 2007**

**Noted.**

|   |                       |  |                         |
|---|-----------------------|--|-------------------------|
| <b>Meeting:</b> EM&MC -16/01/2008<br><b>Ref No:</b> 9/1/1<br><b>Doc No's:</b> |                       | <b>Submitted by (Dept):</b> Planning & Economic Development<br><b>Author/s:</b> M Toerien<br><b>Referred from:</b> |                         |
| <b><u>CLAUSE:</u></b><br>22   | <b><u>ACTION:</u></b> | <b><u>RESPONSIBLE DEPT:</u></b>  | <b><u>DUE DATE:</u></b> |

**23. REPORT: DEPARTMENT PLANNING AND ECONOMIC DEVELOPMENT - DECEMBER 2007**

**Noted.**

|   |                       |  |                         |
|---|-----------------------|--|-------------------------|
| <b>Meeting:</b> EM&MC -16/01/2008<br><b>Ref No:</b> 9/1/1<br><b>Doc No's:</b> |                       | <b>Submitted by (Dept):</b> Planning & Economic Development<br><b>Author/s:</b> M Toerien<br><b>Referred from:</b> |                         |
| <b><u>CLAUSE:</u></b><br>23   | <b><u>ACTION:</u></b> | <b><u>RESPONSIBLE DEPT:</u></b>  | <b><u>DUE DATE:</u></b> |

**MINUTES : EXECUTIVE MAYOR AND MAYOR COMMITTEE**  
**16 JANUARY 2008**

**24. MONTHLY REPORT: CIVIL ENGINEERING SERVICES: NOVEMBER 2007**

**Noted.**

|                                   |                       |  |                         |
|-----------------------------------|-----------------------|--|-------------------------|
| <b>Meeting:</b> EM&MC -16/01/2008 |                       | <b>Submitted by (Dept):</b> Civil Engineering Services |                         |
| <b>Ref No:</b> 9/1/1/2            |                       | <b>Author/s:</b> L P Coetzee                           |                         |
| <b>Doc No's:</b>                  |                       | <b>Referred from:</b>                                  |                         |
| <b><u>CLAUSE:</u></b>             | <b><u>ACTION:</u></b> | <b><u>RESPONSIBLE DEPT:</u></b>                        | <b><u>DUE DATE:</u></b> |
| 24                                |                       |  |                         |

The meeting ended at 10:52.

**CHAIRPERSON:** .....

**DATE:** .....

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

***PJ/db***