

DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE

ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON THURSDAY, 24 FEBRUARY 2022 AT 09:10.

PRESENT: The Executive Mayor, Ald C J Poole (Chairperson)
The Deputy Executive Mayor, Ald G C Combrink

Councillors: M A Andreas
A M B Appollis
L C Arendse
E Baron
T G Bester
L Cyster
E Gouws
J Miller
L T van Niekerk
R H van Nieuwenhuyzen

ALSO PRESENT: Ald J F le Roux (Speaker)
Cllr C Kearns (Chief Whip)
Cllr A Fourie (FF Plus)
Cllr J A September (MPAC Chairperson)

Officials: Dr J H Leibbrandt (City Manager)
Mr B Brown (Chief Financial Officer)
Mr S Johaar (Executive Director: Corporate Services)
Ms J Samson (Executive Director: Planning, Development and Human Settlements)
Mr M Wüst (Executive Director: Engineering Services)
Mr G Esau (Executive Director: Community Services)
Ms R Jaftha (Chief Audit Executive)
Ms N October (Senior Manager: Legal and Administrative Services)
Ms C September (Manager: IDP)
Ms R Geldenhuys (Manager: Communication and Marketing)
Ms E Sieberhagen (Forensic Investigator)
Mr F P Goosen (Manager: Administrative Support Services)
Mr P January (Senior Administrative Officer)
Mr A Koopman (Communication Officer)



DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
24 FEBRUARY 2022**1. LEAVE ARRANGEMENT AND NON-AVAILABILITY OF COUNCILLORS AND SENIOR MANAGEMENT**

None.

2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR

None.

3. DECLARATION OF INTEREST BY COUNCILLORS/OFFICIALS

None.

4. CONSIDERATION OF URGENT MATTERS, REPORTS, COMMUNICATIONS AND PETITIONS

None.

GOVERNANCE AND COMPLIANCE**5. AUDIT COMMITTEE REPORT**

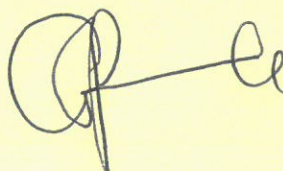
OUDITKOMITEE VERSLAG

INGXELO YEKOMITI YOPHICOTHU ZINCWADI ZEMALI

RECOMMENDED that

1. The report of the Audit Committee (Annexure A to the departmental report) be noted; and
2. The minutes of the Audit Committee meetings held on 27 and 31 August 2021 (Annexures B and C to the departmental report) be noted.

Meeting: Mayco - 24/02/2022	Submitted by Department: Internal Audit		
Ref No: 3/3/1/3/13	Author/s: R Jaftha		
Coll No: 1822588	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
24 FEBRUARY 2022FINANCIAL SERVICES

6. INDIGENT HOUSEHOLD STATISTICS REPORT AS AT 31 JANUARY 2022
DEERNIS HUISHOUDING STATISTIEKE VERSLAG SOOS OP 31 JANUARIE 2022
INGXELO YAMANANI YEZINDLU ZAMAHLWEMPU NGOBUNJALO NGOMHLA 31 EYOMQUNGA 2022

RESOLVED that

The report be noted.

Meeting: Mayco - 24/02/2022	Submitted by Department: Financial Services		
Ref No: 9/1/1/4	Author/s: A Abrahams		
Coll No: 1822181	Referred from: Fin Portf - 21/2/2022		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

7. COUNCILLORS' OUTSTANDING DEBT REPORT AS AT 31 JANUARY 2022
RAADSLEDE SE UITSTAANDE SKULDVERSLAG SOOS OP 31 JANUARIE 2022
INGXELO YAMATYALA YOCEBA NGOBUNJALO NGOMHLA 31 EYOMQUNGA 2022

RECOMMENDED that

The report be noted.

Meeting: Mayco - 24/02/2022	Submitted by Department: Financial Services		
Ref No: 9/1/1/4	Author/s: A Abrahams		
Coll No: 1821831	Referred from: Fin Portf - 21/2/2022		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
24 FEBRUARY 2022

8. DRAKENSTEIN OUTSTANDING DEBTORS REPORT AS AT 31 JANUARY 2022
DRAKENSTEIN UITSTAANDE DEBITEUREVERSLAG SOOS OP 31 JANUARIE 2022
INGXELO YAMATYALA ASE DRAKENSTEIN NGOBUNJALO NGOMHLA 31 EYOMQUNGA 2022

RESOLVED that

The report be noted.

Meeting: Mayco - 24/02/2022	Submitted by Department: Financial Services		
Ref No: 9/1/1/4	Author/s: A Abrahams		
Coll No: 1822192	Referred from: Fin Portf - 21/2/2022		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

9. REPORT ON TENDER AWARDS: DECEMBER 2021
VERSLAG OOR TENDERTOEKENNINGS: DESEMBER 2021
INGXELO NGONIKEZELO LWETHENDA: EYOMNGA 2021

RECOMMENDED that

1. The awards above R200,000 that were adjudicated by the Bid Adjudication Committee for the month of December 2021, be noted; and
2. The tenders and/or contracts and the reasons for the awards as recorded by the Accounting Officer in the departmental report, be noted.

Meeting: Mayco - 24/02/2022	Submitted by Department: Financial Services		
Ref No: 8/1/2/1	Author/s: C Hess		
Coll No: 1818049	Referred from: Fin Portf - 21/2/2022		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
24 FEBRUARY 2022

10. REPORT ON TENDER AWARDS: JANUARY 2022
VERSLAG OOR TENDERTOEKENNINGS: JANUARIE 2022
INGXELO NGONIKEZELO LWETHENDA: EYOMQUNGU 2022

RECOMMENDED that

1. The awards above R200,000 that were adjudicated by the Bid Adjudication Committee for the month of January 2022, be noted; and
2. The tenders and/or contracts and the reasons for the awards as recorded by the Accounting Officer in the departmental report, be noted.


Meeting: Mayco - 24/02/2022	Submitted by Department: Financial Services		
Ref No: 8/1/2/1	Author/s: C Hess		
Coll No: 1824633	Referred from: Fin Portf - 21/2/2022		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

11. REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: DECEMBER 2021
VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: DESEMBER 2021
INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA KWINKQUBO ZOKUFUMANA: EYOMNGA 2021

RECOMMENDED that

1. In terms of paragraph 36(2) of the Supply Chain Management Policy, the deviations and the reasons for the deviations for the amount of R470,097 (incl. VAT) for December 2021 as recorded by the Accounting Officer under the annexures attached to this report, be noted; and
2. The Chief Financial Officer record the accumulated deviation amount of R7,246,680 (incl. VAT) for the financial year in the notes to the 2021/2022 annual financial statements as required by legislation.

Meeting: Mayco - 24/02/2022	Submitted by Department: Financial Services		
Ref No: 8/1/1/5	Author/s: C Hess		
Coll No: 1818334	Referred from: Fin Portf - 21/2/2022		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



DRAKENSTEIN MUNICIPALITY

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12. REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: JANUARY 2022
VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: JANUARIE 2022
INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA KWINKQUBO ZOKUFUMANA: EYOMQUNGU 2022

RECOMMENDED that

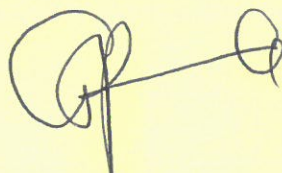
1. In terms of paragraph 36(2) of the Supply Chain Management Policy, the deviations and the reasons for the deviations for the amount of R7,297,287 (incl. VAT) for January 2022 as recorded by the Accounting Officer under the annexures attached to this report, be noted; and
2. The Chief Financial Officer record the accumulated deviation amount of R14,543,967 (incl. VAT) for the financial year in the notes to the 2021/2022 annual financial statements as required by legislation.

Meeting: Mayco - 24/02/2022	Submitted by Department: Financial Services		
Ref No: 8/1/1/5	Author/s: C Hess		
Coll No: 1824612	Referred from: Fin Portf - 21/2/2022		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

13. MUNICIPAL FINANCE MANAGEMENT ACT: SECTION 71 MONTHLY BUDGET MONITORING REPORT FOR JANUARY 2022
MUNISIPALE WET OP BESTUUR VAN FINANSIES: ARTIKEL 71 MAANDELIKSE BEGROTINGSMONITERINGSVERSLAG VIR JANUARIE 2022
UMTHETHO WOLAWULO LWEMALI KAMASIPALA: ICANDELO 71 INGXELO YOKUBEKA ESWENI ULAWULO LWABIWO-MALI LIKA-MQUNGU 2022

RECOMMENDED that

1. The content of the section 71 monthly budget monitoring report for January 2022 and the supporting documentation be noted; and



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2. It be noted that the section 71 monthly budget monitoring report for January 2022 was submitted to the Executive Mayor; National Treasury and Provincial Treasury on 14 February 2022.

Meeting: Mayco - 24/02/2022	Submitted by Department: Financial Services		
Ref No: 9/1/1/4	Author/s: A Viola		
Coll No: 1825468	Referred from: Fin Portf - 21/2/2022		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

14. MUNICIPAL EMPLOYEES OUTSTANDING DEBT REPORT AS AT 31 JANUARY 2022
MUNISIPALE WERKNEMERS UITSTAANDE SKULDVERSLAG SOOS OP 31 JANUARIE 2022
ITYALA LABASEBENZI BAKWA MASIPALA NGOKWE NGXELO KA 31 EYOMQUNGA 2022

RESOLVED that

The content of the report and the actions implemented by the City Manager, be noted.

Meeting: Mayco - 24/02/2022	Submitted by Department: Financial Services		
Ref No: 9/1/1/4	Author/s: A Abrahams		
Coll No: 1822164	Referred from: Fin Portf - 21/2/2022		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

CONFIDENTIAL

15. WRITING-OFF OF IRRECOVERABLE DEBT REPORT – JANUARY 2022
AFSKRYWING VAN ONINVORDERBARESKULDVERSLAG - JANUARIE 2022
INGXELO YOKUCINYWA KWAMATYALA ANGAHLAWULWAYO – EYOMQUNGA 2022

See confidential minutes.

Meeting: Mayco - 24/02/2022	Submitted by Department: Financial Services		
Ref No: 5/15/1	Author/s: A Abrahams		
Coll No: 1822005	Referred from: Fin Portf - 21/2/2022		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

DRAKENSTEIN MUNICIPALITY

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16. WRITING-OFF OF IRRECOVERABLE DEBT (5.10 OF WRITING-OFF POLICY) – HANDOVER ACCOUNTS
AFSKRYF VAN ONVERHAALBARE SKULD (5.10 VAN AFSKRYWINGBELEID) – OORHANDIGDE REKENINGE
UKUCINYWA KWAMATYALA ANGAHLALWAYO (5.10 LOMGAQO-NKQUBO WOKUBHALA) – I-AKHAWUNTI EZINIKEZELWAYO

See confidential minutes.

Meeting: Mayco - 24/02/2022	Submitted by Department: Financial Services		
Ref No: 9/1/1/4	Author/s: A Abrahams		
Coll No: 1822834	Referred from: Fin Portf - 21/2/2022		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

17. DRAKENSTEIN OUTSTANDING COUNCIL PROPERTY LEASE REPORT AS AT 31 JANUARY 2022
DRAKENSTEIN UITSTAANDE RAADSEIENDOM HUURVERSLAG SOOS OP 31 JANUARIE 2022
INGXELO YAMATYALA EPROPATI YEBHUNGA LASE DRAKENSTEIN NGOBUNJALO NGOMHLA WE 31 EYOMQUNGA 2022

See confidential minutes.

Meeting: Mayco - 24/02/2022	Submitted by Department: Financial Services		
Ref No: 9/1/1/4	Author/s: A Abrahams		
Coll No: 1822164	Referred from: Fin Portf - 21/2/2022		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

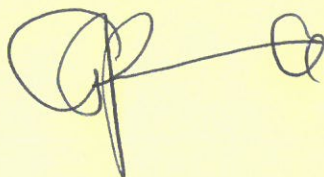
DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
24 FEBRUARY 2022ADDITIONAL ITEMSFINANCIAL SERVICES

18. APPROVAL OF THE OPERATING AND CAPITAL ADJUSTMENTS BUDGET FOR THE 2021/2022 FINANCIAL YEAR
GOEDKEURING VAN DIE BEDRYFS- EN KAPITAALAANSUIWERINGSBEGROTING VIR DIE 2021/2022 FINANSIËLE JAAR
UKUVUNYELWA KOHLAHLLO LWABIWO MALI OLUSEBENZAYO KUNYE NOKULUNGISWA LOHLAHLLO LWABIWO MALI ELIYINKUNZI LONYAKA MALI KA 2021/2022

RECOMMENDED that

1. The total operating revenue of R2,733,571,905 for the 2021/2022 financial year as set out in Table 1 of the 2021/22 Adjustments Budget Report be approved;
2. The operating expenditure of R2,674,497,996 for the 2021/2022 financial year as set out in Table 2 of the 2021/2022 Adjustments Budget Report be approved;
3. The capital budget expenditure of R170,846,067 for the 2021/2022 financial year as set out in Table 4 of the 2021/2022 Adjustments Budget Report be approved;
4. The capital expenditure of R170,846,067 be funded by the following revenue sources as set out in Table 5 of the 2021/2022 Adjustments Budget Report:
 - 4.1 Capital Replacement Reserve (R57,758,952);
 - 4.2 Secured grants to be received from national government, provincial government and other donors (R100,183,711); and
 - 4.3 Developers Contributions (R12,903,404).
5. It be noted that no taxes and tariffs be affected with the approval of this adjustments budget;
6. Schedules B1 to B10 attached as Appendix B to the 2021/2022 Adjustments Budget Report be approved; and



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7. The over-riding of expenditure that will constitute unauthorised expenditure not be allowed by the City Manager or Chief Financial Officer. If there are insufficient funds available on a vote number, savings on other vote number/s have to be identified and the virement process have to be followed in terms of Council's Virement Policy.

Meeting: Mayco - 24/02/2022	Submitted by Department: Financial Services
Ref No: 5/2/2	Author/s: L Crotz
Coll No: 1826754	Referred from: Fin Portf - 21/2/2022
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

GOVERNANCE AND COMPLIANCE

19. REVISED TOP LAYER (TL) SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) 2021/2022
HERSIENE TOPVLAK DIENSLEWERING EN BEGROTINGSIMPLEMENTERINGSPLAN (DBIP) 2021/2022
ISICWANGCISO LWENKONZO SELEVELI EPHEZULU SOKUPHUNYEZA UHLAHO LWABIWO-MALI (SDBIP) 2021/2022 ESIHLAZIWEYO

RECOMMENDED that

1. Revised TL SDBIP 2021/2022 be approved;
2. Revised TL SDBIP 2021/2022 be published on the Municipal Website; and
3. Revised TL SDBIP 2021/2022 be submitted to the:
 - 3.1 Internal Audit Unit (for notification);
 - 3.2 Department of Local Government: Western Cape;
 - 3.3 Provincial Treasury: Western Cape;
 - 3.4 Auditor General (AG) of South Africa; and



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3.5 National Treasury.

Meeting: Mayco - 24/02/2022	Submitted by Department: IDP/PM		
Ref No: 2/2/8	Author/s: W Prins		
Coll No: 1826337	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

The meeting ended at 09:35.

CHAIRPERSON:

DATE:

[Handwritten Signature]
23 March 2022

Confirmed with/without amendments.

PJ/mg



2nd Mayoral Committee Attendance Register

Date: 24 February 2022

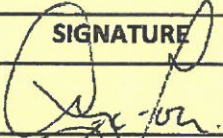
Time: 09:00

Venue: Council Chambers

SURNAME	INITIALS	TITLE	SIGNATURE
POOLE Executive Mayor	CJ	ALD	
COMBRINK Deputy Executive Mayor (Financial Services)	GC	ALD	
BESTER (Engineering Services)	TG	CLLR	
ANDREAS (Human Settlements)	MA	CLLR	
ARENDSE (Sport, Recreation, Arts and Culture)	LC	CLLR	
GOUWS (Social Development)	E	CLLR	
MILLER (Governance and Compliance)	J	CLLR	
BARON (Corporate Services)	E	CLLR	
APPOLLIS (Public Safety)	AMB	CLLR	
VAN NIEKERK (Planning and Development)	LT	CLLR	
VAN NIEUWENHUYZEN [Communication and Inter-Governmental Relations (IGR)]	RH	CLLR	
CYSTER (Parks, Waste and Cemeteries)	L	CLLR	
LE ROUX SPEAKER	JF	ALD	
KEARNS CHIEF WHIP	C	CLLR	
RICHARDS LEADER OF OPPOSITION	AM	CLLR	

OFFICE OF THE/ KANTOOR VAN DIE
CHIEF WHIP/HOOFSWEEP
CLLR/ RDL CHRISTEPHINE KEARNS
DRAKENSTEIN MUNICIPALITY/ MUNISIPALITEIT

24/02/22

SURNAME	INITIALS	TITLE	SIGNATURE
↑ Foude	Andri	CLV	
SEPTEMBER	JEROMUS	CLR	