

## DRAKENSTEIN MUNICIPALITY

## MINUTES: MAYORAL COMMITTEE

ORDINARY VIRTUAL MEETING HELD ON FRIDAY, 26 FEBRUARY 2021 AT 09:00.

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**PRESENT:**

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

**Councillors:**

Ald J F le Roux  
M A Andreas  
C Kearns  
E Gouws  
J Miller  
L P Mokoena  
Ald R Smuts  
L T van Niekerk  
R H van Nieuwenhuyzen  
L Cyster

**Also Present:**

Cllr A C Stowman (Speaker)  
Cllr R A Koegelenberg (Chief Whip)  
Cllr AM Richards  
Cllr B Rix

**Officials:**

Dr J H Leibbrandt (City Manager)  
Mr B Brown (Chief Financial Officer)  
Mr M Wüst (Executive Director: Engineering Services)  
Mr G Esau (Executive Director: Community Services)  
Mr S Johaar (Executive Director: Corporate Services)  
Ms L Waring (Executive Director: Planning and Development)  
Ms R Jaftha (Chief Audit Executive)  
Ms C September (Manager: IDP)  
Mr G Dippenaar (Chief Risk Officer)  
Mr F P Goosen (Manager: Administrative Support Services)  
Ms W Prins (IDP and Performance Management)  
Mr P January (Senior Administrative Officer)



24/03/2021

## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
26 FEBRUARY 20211. LEAVE ARRANGEMENT AND NON-AVAILABILITY OF COUNCILLORS AND SENIOR MANAGEMENT

None.

2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR

The Executive Mayor welcomed everybody to the meeting.

3. DECLARATION OF INTEREST BY COUNCILLORS/OFFICIALS

The City Manager and the Executive Directors in respect of item 16 - Final Moderated Annual Performance Assessment Results for the 2018/2019 financial year.

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

None.

CORPORATE SERVICES5. LLF MINUTES: 3 DECEMBER 2020

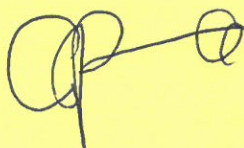
LLF NOTULES: 3 DESEMBER 2020

LLF IMIZUZU: 3 DISEMBA 2020

RESOLVED that

The LLF minutes of December 2020 be noted.

Meeting: Mayco 26/2/2021	Submitted by Department: Corporate Services		
Ref No:	Author/s:		
Coll No:	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



24/03/2021

## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
26 FEBRUARY 2021FINANCIAL SERVICES

- |   |
|---|
| <b>6. INDIGENT HOUSEHOLD STATISTICS REPORT AS 31 JANUARY 2021</b>                     |
| <b>DEERNIS HUISHOUDING STATISTIEKE VERSLAG SOOS OP 31 JANUARIE 2021</b>               |
| <b>INGXELO YAMANANI YEZINDLU ZAMAHLWEMPU NGOBUNJALO NGOMHLA<br/>31 EYOMQUNGU 2021</b> |

RESOLVED that

The report be noted.

Meeting: Mayco 26/2/2021	Submitted by Department: Financial Services	Author/s: A Abrahams	Referred from: Finance Serv Port – 23/2/2021
Ref No: 9/1/1/4			
Coll No: 1728119			
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

- |   |
|---|
| <b>7. DRAKENSTEIN OUTSTANDING COUNCIL PROPERTY LEASE REPORT AS AT<br/>31 JANUARY 2021</b>                 |
| <b>DRAKENSTEIN UITSTAANDE RAADSEIENDOM HUUR VERSLAG SOOS OP<br/>31 JANUARIE 2021</b>                      |
| <b>INGXELO YAMATYALA EPROPATI YEBHUNGA LASE DRAKENSTEIN NGOBUNJALO<br/>NGOMHLA WE 31 KWEYOMQUNGU 2021</b> |

RESOLVED that

The report be noted.

Meeting: Mayco 26/2/2021	Submitted by Department: Financial Services	Author/s: A Abrahams	Referred from: Finance Serv Port – 23/2/2021
Ref No: 9/1/1/4			
Coll No: 1728100			
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



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## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
26 FEBRUARY 2021

<b>8. DRAKENSTEIN OUTSTANDING DEBTORS REPORT AS AT 31 JANUARY 2021</b>
<b>DRAKENSTEIN UITSTAANDE DEBITEURE VERSLAG SOOS OP 31 JANUARIE 2021</b>
<b>INGXELO YAMATYALA ASE DRAKENSTEIN NGOBUNJALO NGOMHLA 31 EYOMQUNGU 2021</b>

RESOLVED that

The report be noted.

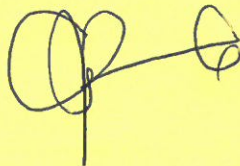
Meeting: Mayco 26/2/2021	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 1728478	Referred from: Finance Serv Port – 23/2/2021
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

<b>9. COUNCILLORS' OUTSTANDING DEBT REPORT AS AT 31 JANUARY 2021</b>
<b>RAADSLEDE SE UITSTAANDE SKULD VERSLAG SOOS OP 31 JANUARIE 2021</b>
<b>INGXELO YAMATYALA YOCEBA NGOBUNJALO NGOMHLA 31 EYOMQUNGU 2021</b>

RECOMMENDED that

The report be noted.

Meeting: Mayco 26/2/2021	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 1728192	Referred from: Finance Serv Port – 23/2/2021
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>



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## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
26 FEBRUARY 2021

<b>10. MUNICIPAL EMPLOYEES OUTSTANDING DEBT REPORT AS AT 31 JANUARY 2021</b>
<b>MUNISIPALE WERKNEMERS UITSTAANDE SKULD VERSLAG SOOS OP 31 JANUARIE 2021</b>
<b>ITYALA LABASEBENZI BAKWA MASIPALA NGOKWE NGXELO KA 31 EYOMQUNGU 2021</b>

RESOLVED that

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

Meeting: Mayco 26/2/2021	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 1728649	Referred from: Finance Serv Port – 23/2/2021
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:

<b>11. REPORT ON TENDER AWARDS: JANUARY 2021</b>
<b>VERSLAG OOR TENDERTOEKENNINGS: JANUARIE 2021</b>
<b>INGXELO NGONIKEZELO LWETHENDA: JANUWARI 2021</b>

RECOMMENDED that

It be noted that no awards above R200,000 were adjudicated by the Bid Adjudication Committee for the month of January 2021.

Meeting: Mayco 26/2/2021	Submitted by Department: Financial Services
Ref No: 8/1/2/1	Author/s: C Hess
Coll No: 1728096	Referred from: Finance Serv Port – 23/2/2021
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:



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## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
26 FEBRUARY 2021

<b>12. REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: JANUARY 2021</b>
<b>VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: JANUARIE 2021</b>
<b>INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA KWINKQUBO ZOKUFUMANA: JANUWARI 2021</b>

**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 R287,008 for January 2021 as recorded by the Accounting Officer under the annexures attached to the departmental report, be noted; and
2. The Chief Financial Officer record the accumulated deviation amount of R8,800,270 for the financial year in the notes to the 2020/2021 annual financial statements as required by legislation.

Meeting: Mayco 26/2/2021	Submitted by Department: Financial Services
Ref No: 9/1/1/5	Author/s: C Hess
Coll No: 1728138	Referred from: Finance Serv Port – 23/2/2021
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

<b>13. MUNICIPAL FINANCE MANAGEMENT ACT: SECTION 71 MONTHLY BUDGET MONITORING REPORT FOR JANUARY 2021</b>
<b>MUNISIPALE FINANSIËLE BESTUURSWET: ARTIKEL 71 MAANDELIKSE BEGROTING VERSLAGDOENING VIR JANUARIE 2021</b>
<b>UMTHETHO WOLAWULO LWEMALI KAMASIPALA: ICANDELO 71 INGXELO YOKUBEKA ESWENI ULAWULO LWABIWO-MALI LONYAKA JANUWARI 2021</b>

**RECOMMENDED that**

1. The monthly budget statement and supporting documentation, be noted; and



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## DRAKENSTEIN MUNICIPALITY

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26 FEBRUARY 2021

2. It be noted that the in-year report for January 2021 was submitted to the Executive Mayor, National Treasury and Provincial Treasury on 12 February 2021, being the 10<sup>th</sup> working day after the end of January 2021.

Meeting: Mayco 26/2/2021	Submitted by Department: Financial Services		
Ref No: 9/1/1/4	Author/s: A Viola		
Coll No: 1730802	Referred from: Finance Serv Port – 23/2/2021		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

CONFIDENTIAL

14. WRITING-OFF OF IRRECOVERABLE DEBT REPORT – JANUARY 2021
AFSKRYWING VAN ONINVORDERBARESKULDVERSLAG – JANUARIE 2021
INGXELO YOKUCINYWA KWAMATYALA ANGAHLAWULWAYO – EYOMQUNGU 2021

See Confidential Minutes.

Meeting: Mayco 26/2/2021	Submitted by Department: Financial Services		
Ref No: 5/15/1	Author/s: A Abrahams		
Coll No: 1728526	Referred from: Finance Serv Port – 23/2/2021		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

24/03/2021

## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
26 FEBRUARY 2021

15. WRITING-OFF OF IRRECOVERABLE DEBT (5.3 OF WRITING-OFF POLICY) – INSOLVENT AND DECEASED ESTATES ACCOUNTS
AFSKRYF VAN ONVERHAALBARE SKULD (5.3 VAN AFSKRYWINGBELEID) – INSOLVENTE EN BOEDELSREKENINGE
UKUCINYWA KWAMATYALA ANGAHLAWULWAYO (UMGAQO NKQUBO WOKUCINYWA KWAMATYALA 5.3) – IAKHAWUNTI ZOMHLABA ZABANTU ABATSHONILEYO KUNYE NABASWELEKILEYO

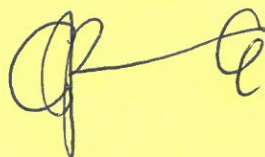
See Confidential Minutes.

Meeting: Mayco 26/2/2021	Submitted by Department: Financial Services
Ref No: 5/15/1	Author/s: A Abrahams
Coll No: 1709788	Referred from: Finance Serv Port – 23/2/2021
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:

16. FINAL MODERATED ANNUAL PERFORMANCE ASSESSMENT RESULTS FOR THE 2018/2019 FINANCIAL YEAR: CITY MANAGER AND SECTION 56 MANAGERS
FINALE GEMODEREERDE JAARLIKSE PRESTASIE ASSESSERINGS RESULTATE VIR DIE 2018/2019 FINANSIËLE JAAR: STADSBESTUURDER EN ARTIKEL 56 BESTUURDERS
IZIPHUMO ZOKUGQIBELA ZOKONGAMELA ZOKUHLOLWA KWENDLELA YOKUSEBENZA YONYAKA KANYAKA MALI 2017/2018: UMANEJALA KAMASIPAL KUNYE NOMANEJLA BECANDELO 56

See Confidential Minutes.

Meeting: Mayco 26/2/2021	Submitted by Department: Corporate Services
Ref No: 2/2/8	Author/s: W Prins
Coll No: 1702232	Referred from:
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:



24/03/2021



## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
26 FEBRUARY 2021ADDITIONAL ITEMSFINANCIAL SERVICES

<b>17.</b>	<b>APPROVAL OF THE 2020/2021 OPERATING AND CAPITAL ADJUSTMENTS BUDGET</b>				
	<b>GOEDKEURING VAN DIE 2020/2021 BEDRYFS- EN KAPITAALAANPASSINGSBEGROTING</b>				
	<b>UKUVUNYWA</b>	<b>KOLWABIWO-MALI</b>	<b>LOKUSEBENZA</b>	<b>LIKA</b>	<b>2020/2021</b>
	<b>NOLUNGELELWANISO LOHLAHLLO LWABIWO MALI ELIYINKUNZI</b>				

**RECOMMENDED that**

1. The total operating revenue of R2,596,819,211 for the 2020/2021 financial year as set out in Table 1 of the 2020/21 Adjustments Budget Report, be approved;
2. The operating expenditure of R2,527,505,673 for the 2020/2021 financial year as set out in Table 2 of the 2020/2021 Adjustments Budget Report, be approved;
3. The capital budget expenditure of R231,242,113 for the 2020/2021 financial year as set out in Table 4 of the 2020/2021 Adjustments Budget Report, be approved;
4. The capital expenditure of R231,242,113 to be funded by the following revenue sources as set out in Table 5 of the 2020/2021 Adjustments Budget Report, be approved:-
  - 4.1 Capital Replacement Reserve (CRR) (R 73,764,232);
  - 4.2 Secured grants to be received from national government, provincial government and other donors (R 144,977,881); and
  - 4.3 Developers Contributions (R12, 500,000);
5. No taxes and tariffs be affected with the approval of this adjustments budget;
6. The tariff for Drakenstein consumers dumping household refuse at the Paarl transfer station and Wellington waste disposal site be suspended from 1 March 2021 up to 30 June 2021;
7. Schedules B1 to B10 attached as Appendix B to the 2020/2021 Adjustments Budget Report, be approved;



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## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
26 FEBRUARY 2021

8. 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; and
9. The approved Ward Project Funding is available to spend from 1 March 2021 to 31 May 2021. Balances not spent by end of May 2021 will revert back to the municipal fiscus.

Meeting: Mayco 26/2/2021	Submitted by Department: Financial Services		
Ref No: 5/2/3	Author/s: L Crotz		
Call No: 1731386	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

CORPORATE SERVICES

18. REVISED TOP LAYER (TL) SERVICE AND BUDGET IMPLEMENTATION PLAN (SDBIP) 2020/2021
HERSIENE TOP VLAK (TV) DIENS- EN BEGROTINGSIMPLEMENTERINGSPLAN (DBIP) 2020/2021
IINKONZO ZOKUPHATHISWA KWENKQUBO EPHAKAMILEYO (TL) NESICWANGCISO SOKUSETYENZISWA KOHLAHLA LWABIWO MALI (SDBIP) 2020/2021

**RECOMMENDED that**

1. The Revised TL SDBIP 2020/2021 be approved;
2. The Revised TL SDBIP 2020/2021 be published on the Municipal Website; and
3. The Revised TL SDBIP 2020/2021 be submitted to the:
  - Internal Audit Unit (for notification);
  - Department of Local Government: Western Cape;
  - Provincial Treasury: Western Cape;
  - Auditor General (AG) of South Africa; and



24/03/2021

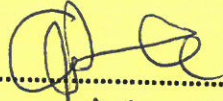
MINUTES: MAYORAL COMMITTEE  
26 FEBRUARY 2021

- National Treasury.

Meeting: Mayco 26/2/2021	Submitted by Department: IDP and Performance Management		
Ref No: 2/2/8	Author/s: C September		
Coll No: 1732832	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

The meeting ended at 08:40.

CHAIRPERSON:

  
.....

DATE:

24 March 2021  
.....

Confirmed with/without amendments.

PJ/rs

24/03/2021



**Mayoral Committee Attendance Register**

Date: 26 February 2021

Time: 08:00

Venue: Virtual

SURNAME	INITIALS	TITLE	SIGNATURE
POOLE Executive Mayor ✓	C J	MR	✓
COMBRINK Deputy Executive Mayor (Financial Services) ✓	G C	MR	✓
LE ROUX (Engineering Services) ✓	J F	MR	✓
ANDREAS (Rural Management) ✓	M A	MS	✓
KEARNS (Environment, Parks and Open Spaces) ✓	C	MS	✓
GOUWS (Social Services) ✓	E	MS	✓
MILLER (Planning and Development) ✓	J	ADV	✓
MOKOENA (Corporate Services) ✓	L P	MS	✓
SMUTS (Public Safety) ✓	R	MR	✓
VAN NIEKERK (Sport, Recreation, Arts and Culture) ✓	L T	MS	✓
VAN NIEUWENHUYZEN (Communication and Inter- Governmental Relations (IGR)) ✓	R H	MR	✓
CYSTER (Human Settlements and Property Management) ✓	L	MS	✓
STOWMAN SPEAKER ✓	AC	MR	✓
KOEGELENBERG CHIEF WHIP ✓	RA	MR	✓
RICHARDS LEADER OF OPPOSITION ✓	AM	MR	✓

Office of the / Kantoor van die  
CHIEFWHIP / HOOFSWEEP  
Cllr / Rdl R.A. KOEGELENBERG

Drakenstein

11/3/2021

24/03/2021

SURNAME	INITIALS	TITLE	SIGNATURE
Montie Richards		hall	✓
Brigham Rex		hall	✓

*[Handwritten signature]*

24/03/2021