

DRAKENSTEIN MUNICIPALITY

MINUTES OF AN ORDINARY MEETING OF THE MUNICIPAL COUNCIL HELD IN THE COUNCIL CHAMBERS, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON WEDNESDAY, 29 MARCH 2023 AT 09:30.

PRESENT: Councillors (see attendance register)

Senior 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 and Development)
	Mr G Esau	(Executive Director: Community Services)
	Mr L Pienaar	(Acting Executive Director: Engineering Services)
	Ms R Jaftha	(Chief Executive Audit)
	Ms C September	(Manager: IDP and PM)
	Ms R Geldenhuys	(Manager: Communications)
	Mr G Dippenaar	(Chief Risk Officer)
	Mr F P Goosen	(Manager: Administrative Support Services)
	Mr P January	(Senior Administrative Officer)

ABSENT: Councillors (see attendance register)



51

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
29 MARCH 2023**

Ald M M Adriaanse opened the meeting with a prayer.

1. APPLICATION FOR LEAVE
AANSOEK OM VERLOF
INGXELO NGU SOMLOMO

1. Cllr E Gouws - Apology;
2. Cllr M Jacobs - Apology; and
3. Cllr A J van Santen - Apology.

2. CONFLICT OF INTERESTS
KONFLIK VAN BELANGE
UKUGQUBANA KWEMIDLA

None.

3. STATEMENTS BY THE SPEAKER
VERKLARINGS DEUR DIE SPEAKER
INGXELO NGU SOMLOMO

The Speaker made the following announcements:

1. Welcomed Councillor K J Gertse as the new councillor of GOOD;
2. Informed Council that an IDP information session is scheduled for ward councillors directly after Council proceedings;
3. Informed council that the due date for finalisation of ward projects is 30 May 2023 and request councillors to ensure that they do the necessary oversight and liaise with the responsible officials;
4. Congratulated councillors who celebrated their birthdays in March; and
5. Reminded councillors to submit outstanding Ward Committee minutes before 6 April 2023.

On a question pertaining to the position of Councillor N Zoya of the EFF, the Speaker indicated that she possibly disqualified her as councillor at Drakenstein Municipality and that the matter had been taken up with the IEC.

On a question raised pertaining to the availability of Portfolio agendas to all councillors, the Speaker indicated that guidelines to be provided after discussion with the City Manager and Executive Mayor.



**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
29 MARCH 2023**

4. STATEMENTS BY THE EXECUTIVE MAYOR
VERKLARINGS DEUR DIE UITVOERENDE BURGEMEESTER
INGXELO NGU SODOLOPHU WESIGQEBA

The Executive Mayor made the following announcements:

1. Informed Council about the passing of the mother of Cllr E Gouws. A moment of silence was observed in her honour; and
2. Extended a word of welcome to the Chairperson of the Audit Committee, Mr R Najjaar.

5. STATEMENTS BY THE DEPUTY EXECUTIVE MAYOR
VERKLARINGS DEUR DIE UITVOERENDE ONDERBURGEMEESTER
INGXELO LISEKELA LIKASODOLOPHU WESIGQEBA

None.

6. URGENT MATTERS BY THE CITY MANAGER
DRINGENDE SAKE DEUR DIE STADSBESTUURDER
IMIBA ENGXAMISEKILEYO NGU MANEJALA WESIXEKO

None.

7. MINUTES: MAYORAL COMMITTEE
NOTULE: BURGEMEESTERSKOMITEE
IMIZUZU: IKOMITI KASODOLOPHU

The minutes of the meeting of the Mayoral Committee held on 22 February 2023 was noted.

8. CONFIRMATION OF MINUTES
BEKRAGTIGING VAN NOTULES
UKUQINISEKISWA KWEMIZUZU

The minutes of the meeting of the Ordinary Municipal Council held on 28 February 2023 was **confirmed as correct**, subject to the amendment to the voting under Item 9.2 to read that the recommendations of the Mayoral Committee were put to the vote and carried by 39 votes for to 2 votes against with 17 abstentions.



**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
29 MARCH 2023**

9. ITEMS FOR CONSIDERATION
ITEMS VIR OORWEGING
IMIBA YOKUQWALASELWA

9.1 REVIEW OF THE RECORDS MANAGEMENT POLICY
HERSIENING VAN DIE REKORDBESTUURSBELEID
UPHONONONGO LOMGAQO-NKQUBO WOLAWULO LWEEREKHODI

UNANIMOUSLY RESOLVED that

The reviewed Records Management Policy be approved.

Meeting: Council-29/03/2023	Submitted by Department: Corporate Services		
Ref No: 2/5/P	Author/s: F Goosen		
Coll No: 2004691	Referred from: MC -23/03/2023		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-3	1. Implement decision 2. Update policy folder and intranet 3. Place on Municipal Website	1. ED: Corporate Services 2. Administration 3. Communication	

9.2 ORGANISATIONAL STRUCTURE REVIEW - 2023
ORGANISASIE STRUKTUUR OORSIG – 2023
UKUHLAZIYWA KWEZAKHIWO ZOMVUTHO - 2023

Responding to questions relating to the necessity of the proposed organisational structure review, the City Manager indicated that improved service delivery and performance enhancement were at the core of the decision. The City Manager further indicated that Human Settlements was being further reviewed as there was a need to place certain functions in departments where it would be more fit for purpose.

The ANC called for a recess, which was granted by the Speaker. When council resumed at 10:54, the ANC indicated that they are in support of the item, but they are concerned about the negative impact TASK might have on staff. The City Manager confirmed that no staff member will be negatively affected.

UNANIMOUSLY RESOLVED that

1. Macro organisational structure changes are approved as follows:
 - 1.1 The macrostructure changes in the illustration (Annexure A to the departmental report) be approved;
 - 1.2 The macrostructure summary below be approved:
 - 1.2.1 The Division Solid Waste and Landfill Management be moved from the Department Community Services to the Department Engineering Services; and

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
29 MARCH 2023**

1.2.2 The Division Human Settlements be moved from the Department Planning and Development to the Department Community Services.

2. The City Manager in consultation with the Executive Mayor is authorised to:
- 2.1 Approve temporary and permanent positions on the establishment for succession planning or to allow for appointments in the event of service delivery requirements or emergencies. This authority can only be exercised if the CFO certifies that savings are available on the approved salary budget;
 - 2.2 Approve movements of functions and posts within departments and between departments to improve optimal workflow and service delivery;
 - 2.3 Approve abolishment of vacant posts;
 - 2.4 Approve the re-instatement of abolished posts subject to the abolishment of another post at the same or higher task level;
 - 2.5 Approve reporting line changes;
 - 2.6 Approve unbundling of functions to improve service delivery, and
 - 2.7 Approve minor changes to the structure that will enhance service delivery as guided by the staff regulations.
3. The authority in 2 can only be signed after the necessary consultation process with staff, where and if required.

Meeting: Council-29/03/2023		Submitted by Department: Corporate Services	
Ref No: 4/2/4		Author/s: K Begbie	
Coll No: 2029749		Referred from: MC -23/03/2023	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-3	Implement decision	ED: Corporate Services	

35
DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
29 MARCH 2023

9.3 CONSIDERATION OF APPROVAL IN RESPECT OF THE PROPOSED LEASE OF ERF 28773 PAARL (AN UNREGISTERED CONSOLIDATION OF ERVEN 28771 AND 28772 PAARL), SITUATED BETWEEN MAIN, TURK, TABAK AND PINE STREETS, ALSO KNOWN AS "DE POORT" VIA A CALL FOR PROPOSALS (WARD 15)

OORWEGING VAN DIE GOEDKEURING TEN OPSIGTE VAN DIE VERHURING VAN ERF 28773 PAARL ('N ONGEREGISTREERDE KONSOLIDASIE VAN ERWE 28771 EN 28772), GELEË TUSSEN HOOF, TURK, TABAK EN PINE STRATE, BETER BEKEND AS "DE POORT" BY WYSE VAN 'N UITNODIGING VAN VOORSTELLE (WYK 15)

UKUQWALASELWA KWEMVUNYWA MALUNGA NE SIZA 28773 PAARL ESICETYWAYO (ONGABHALISWAYO WE-KWEZIZA 28771 KUNYE NE-28772 PAARL), PHAKATHI, TURK, TABAK KUNYE NEZITALATO ZEPINE, EYAZIWA NJE NGE "DE POORT" NGENDLELA YOKUBIZA IZIPHAMAKUSI (WADI 15)

UNANIMOUSLY RESOLVED that

1. In terms of Regulation 34(1)(b) of the Municipal Asset Transfer Regulations read together with the Asset Transfer Policy (2021), approval be granted for the lease of the municipal property known as "De Poort" situated on Erf 28773 Paarl (an unregistered consolidation of Erven 28771 and 28772 Paarl), between Main, Turk, Tabak and Pine Streets, for a mixed-use development to Kineses Group (Pty) Ltd, subject to the normal lease conditions as well as the following further conditions:
 - 1.1 In terms of the Municipal Asset Transfer Regulations as well as the Asset Transfer Policy 2021 a market related rental will be applicable with the exception of certain circumstances where a subsidised market related rental is to be asked. The lease amount will be R31,587.50 (VAT excluded) per month (R379,050.00 per annum). The lease amount and agreement are to be reviewed on a regular basis, as properties are re-valued per municipal re-evaluation roll, at least every 3 years from the date of commencement of the original lease period;
 - 1.2 A lease period of 50 (fifty) years with an option to renew for a further 10 (ten) year period will apply subject to conditions as contained in the Development specifications;
 - 1.3 The property must be developed generally in accordance with the submitted development proposal;
 - 1.4 The successful applicant will be responsible for submitting the necessary land use rights application(s) or any other applications as may be required (if applicable) in order to use the property in line with his proposed development, including any costs associated with such applications;



36
DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
29 MARCH 2023

- 1.5 The successful applicant at his costs ensure that the lease agreement be notarially registered;
 - 1.6 The lease agreement to be entered into be subject and in accordance to the proposed development;
 - 1.7 The successful applicant will be responsible for the payment of all development costs, services, development charges, construction costs and any other costs related to the development throughout the stages of the development;
 - 1.8 The successful applicant will be allowed to sub-lease certain portions of the property for certain purposes in line with the proposed Development and only with the prior written consent of the Municipality and on conditions as deemed necessary by the Municipality; and
 - 1.9 All administrative, technical and legal requirements be adhered to specifically as detailed in the Development Specifications.
2. The Kineses Group Pty (Ltd), TJP Capital Holdings (Pty) Ltd and Family First Jukskei Club, be informed of Council's decision.

Meeting: Council-29/03/2023	Submitted by Department: Corporate Services
Ref No: 15/4/1 (28773) P	Author/s: N October
Coll No: 2020060	Referred from: MC -23/03/2023
PAR:	ACTION:
1-2	Implement decision
	RESPONSIBLE DEPARTMENT:
	ED: Corporate Services
	DUE DATE:

9.4 RECOGNITION AND FINANCIAL SUPPORT FRAMEWORK FOR STAFF WHO ARE SELECTED FOR RECOGNISED AMATEUR PROVINCIAL OR NATIONAL REPRESENTATIVE SPORT TEAMS
ERKENNING EN FINANSIËLE ONDERSTEUNINGSRAAMWERK AAN PERSONEEL GEKIES VIR ERKENDE AMATEUR PROVINSIAAL OF NASIONAAL VERTEENWOORDIGENDE SPORTSPANNE
ISIKHOKELO SENKXASO YEMALI KUBASEBENZI ABAKHETHELWE UKUMELA AMAQELA EZEMIDLALO AZIWAYO KWIPHONDO OKANYE ESIZWENI

UNANIMOUSLY RESOLVED that

1. The City Manager in consultation with the Executive Mayor is authorised to recognise and grant financial support to employees who are selected for recognised amateur representative provincial or national sports teams;
2. The authority granted in 1 above is subject to the following conditions:
 - 2.1 Only staff members lower than T12 may be supported;



**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
29 MARCH 2023**

- 2.2 The relevant Head of Department must confirm that the staff member has performed at a satisfactory level in accordance with the Performance Management and Development System;
- 2.3 The staff member is not subject to any recent or pending disciplinary action; and
- 2.4 Financial Support may only be granted for travel and related costs directly related to the sport event.
3. Authorisation be granted to the Executive Director: Corporate Services to grant special leave on a matching basis (i.e. one day special leave for one day annual leave) for staff members who are away from work to represent a recognised amateur provincial or national sports team.

Meeting: Council-29/03/2023		Submitted by Department: Corporate Services	
Ref No: 4/6/3/1		Author/s: S Johaar	
Coll No: 2031247		Referred from: MC -23/03/2023	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
1-3	Implement decision	ED: Corporate Services	

9.5 COUNCILLORS' OUTSTANDING DEBT REPORT AS AT 28 FEBRUARY 2023
RAADSLEDE SE UITSTAANDE SKULDVERSLAG SOOS OP 28 FEBRUARIE 2023
INGXELO YAMATYALA YOCEBA NGOBUNJALO NGOMHLA 28 FEBRUWARI 2023

UNANIMOUSLY RESOLVED that

The contents of the report be noted.

Meeting: Council-29/03/2023		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Coll No: 2027523		Referred from: MC -23/03/2023	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

9.6 REPORT ON TENDER AWARDS: FEBRUARY 2023
VERSLAG OOR TENDERTOEKENNINGS: FEBRUARIE 2023
INGXELO NGONIKEZELO LWETHENDA: FEBRUWARI 2023

UNANIMOUSLY RESOLVED that

1. The awards above R200,000 that were adjudicated by the Bid Adjudication Committee for the month of February 2023 be noted; and



38
DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
29 MARCH 2023

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: Council-29/03/2023	Submitted by Department: Financial Services
Ref No: 8/1/2/1	Author/s: C Hess
Coll No: 2027516	Referred from: MC -23/03/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

9.7 REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: FEBRUARY 2023
VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: FEBRUARIE 2023
INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA KWINKQUBO ZOKUFUMANA: FEBRUWARI 2023

UNANIMOUSLY RESOLVED that

- In terms of paragraph 36(2) of the SCM Policy, the deviations and the reasons for the deviations for the amount of R11,111,785 (incl. VAT) for February 2023 as recorded by the Accounting Officer under the annexures to this report, be noted; and
- The Chief Financial Officer record the accumulated deviation amount of R14,789,903 (incl. VAT) for the financial year in the notes to the 2022/2023 annual financial statements as required by legislation.

Meeting: Council-29/03/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/5	Author/s: C Hess
Coll No: 2027540	Referred from: MC -23/03/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

9.8 MUNICIPAL FINANCE MANAGEMENT ACT: SECTION 71 MONTHLY BUDGET MONITORING REPORT FOR FEBRUARY 2023
MUNISIPALE WET OP BESTUUR VAN FINANSIES: ARTIKEL 71 MAANDELIKSE BEGROTINGSMONITERINGSVERSLAG VIR FEBRUARIE 2023
UMTHETHO WOLAWULO LWEZEZIMALI KAMASIPALA: ICANDELO 71 INGXELO YOHLAHLA LWABIWO-MALI YENYANGA NGOFEBRUWARI 2023

UNANIMOUSLY RESOLVED that

- The content of the section 71 monthly budget monitoring report for February 2023 and the supporting documentation, be noted; and

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
29 MARCH 2023**

2. It be noted that the section 71 monthly budget monitoring report for February 2023 was submitted to the Executive Mayor; National Treasury and Provincial Treasury on 14 March 2023, being the 10th working day after the end of February 2023.

Meeting: Council-29/03/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Viola
Coll No: 2028164	Referred from: MC-23/03/2023
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:

9.9 APPLICATION TO BE DECLARED COMPETENT AS A LOCAL HERITAGE RESOURCE AUTHORITY

AANSOEK TEN EINDE BEKWAAMD VERKLAAR TE WORD AS 'N PLAASLIKE ERFENISHULPBRON-OWERHEID

ISICELO SIZA KUBHEKISWA ESIQINISEKILEYO NJENGOKUBA NGUGUNYAZIWE KWEZIBONELELO ZELIFA LEMVELI

UNANIMOUSLY RESOLVED that

1. The content of the Heritage Western Cape Application Form for Competence (Annexure A to the departmental report), be noted; and
2. The application to be declared competent as a local heritage resource authority be supported for submission to Heritage Western Cape, together with the supporting documentation.

Meeting: Council-29/03/2023	Submitted by Department: Planning and Development
Ref No: 15/4	Author/s: C Theunissen
Coll No: 1995052	Referred from: MC 23/03/2023
PAR:	ACTION:
2	Implement decision
	RESPONSIBLE DEPARTMENT:
	ED: Planning and Development
	DUE DATE:

9.10 CODE OF CONDUCT AND CONDITIONS OF SERVICE FOR THE MEMBERS OF THE DRAKENSTEIN HERITAGE ADVISORY COMMITTEE, AS WELL AS THE RULES OF PROCEDURES FOR MEETINGS

GEDRAGSKODE EN DIENSVOORWAARDES VIR DIE LEDE VAN DIE DRAKENSTEIN ERFENISADVIESKOMITEE, ASOOK DIE REËLS VAN DIE PROSEDURE VIR VERGADERINGS

UMTHETHO WOKUZIPHATHA KUNYE NEMIQATHANGO YENKONZO YAMALUNGU E-DRAKENSTEIN HERITAGE ADVISORY COMMITTEE, KWAKUNYE NEMIGAQO YENKQUBO YEENTLANGANISO

UNANIMOUSLY RESOLVED that

1. The Code of Conduct and the Conditions of Service for the members of the Drakenstein Heritage Advisory Committee (Annexure A to the departmental report), be approved; and

DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
29 MARCH 2023

2. The Rules of Procedures for the meetings of the Drakenstein Heritage Advisory Committee (Annexure B to the departmental report), be approved.

Meeting: Council-29/03/2023	Submitted by Department: Planning and Development
Ref No: 15/4	Author/s: C Theunissen
Coll No: 2027159	Referred from: MC -23/03/2023
<u>PAR:</u>	<u>ACTION:</u>
1-2	Implement decision
	<u>RESPONSIBLE DEPARTMENT:</u>
	ED: Planning and Development
	<u>DUE DATE:</u>

9.11 DRAKENSTEIN – NEUMARKT CLIMATE PARTNERSHIP: UPDATED JOINT PROGRAMME OF ACTION

DRAKENSTEIN – NEUMARKT KLIMAATVENNOOTSKAP: OPGEDATEERDE GEMEENSKAPLIKE PROGRAM VAN AKSIE

DRAKENSTEIN – NEUMARKT CLIMATE PARTNERSHIP: INKQUBO EDIBENEYO YOKUSEBENZA EHLAZIWEYO

UNANIMOUSLY RESOLVED that

The updated Joint Programme of Action (Annexure A to the departmental report) be noted.

Meeting: Council-29/03/2023	Submitted by Department: Planning and Development
Ref No: 15/7/1	Author/s: C Winter
Coll No: 1977252	Referred from: MC -23/03/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

9.12 EXPRESSION OF INTEREST TO HOST THE FAIR TRADE CITIES AND TOWNS INTERNATIONAL CONFERENCE IN OCTOBER 2024

AANDUIDING VAN VOORNEME OM DIE INTERNASIONALE "FAIR TRADE CITIES AND TOWNS" KONFERENSIE IN OKTOBER 2024 AAN TE BIED

INGCACISO YOMDLA WOKUBAMBA IZIXEKO ZORHWEBO EZINGUNDOQO NEZIDOLOPHU EZINGCWELE NGO-OKTOBHA 2024

UNANIMOUSLY RESOLVED that

The expression of interest by Drakenstein Municipality to host the Fair Trade Cities and Towns International Conference scheduled for October 2024 (Annexure A and B to the departmental report) be approved.

Meeting: Council-29/03/2023	Submitted by Department: Planning and Development
Ref No: 1/5/2/29	Author/s: T Mnisi
Coll No: 2026357	Referred from: MC -23/03/2023
<u>PAR:</u>	<u>ACTION:</u>
	Implement decision
	<u>RESPONSIBLE DEPARTMENT:</u>
	ED: Planning and Development
	<u>DUE DATE:</u>

41
DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
29 MARCH 2023

9.13 DISASTER MANAGEMENT PLAN

RAMPBESTUURSPLAN

ISICWANGCISO SOKULAWULWA KWENTLEKELELE

UNANIMOUSLY RESOLVED that

The Disaster Management Plan be approved.

Meeting: Council-29/03/2023		Submitted by Department: Community Services	
Ref No: 17/14/P		Author/s: D Damsons	
Coll No: 2033027		Referred from: MC -23/03/2023	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-3	1. Implement decision 2. Update policy folder and intranet 3. Place on Municipal Website	1. ED: Community Services 2. Administration 3. Communication	

9.14 OVERSIGHT REPORT ON THE 2021/2022 ANNUAL REPORT

OORSIGVERSLAG OOR DIE 2021/2022 JAARVERSLAG

INGXELO YOKONGAMELA KWINGXELO YONYAKA KA 2021/2022

UNANIMOUSLY RESOLVED that

1. The Oversight Report (OR) on the 2021/2022 Annual Report be adopted;
2. The 2021/2022 Annual Report (AR) without any reservations be approved;
3. The Oversight Report (OR) on the 2021/2022 Annual Report be made public in accordance with Section 129(3) of the Municipal Finance Management Act; and
4. The Oversight Report (OR) on the 2021/2022 Annual Report, the final 2021/2022 Annual Report (AR) and the minutes of the Municipal Public Accounts Committee (MPAC) meeting held on 16 March 2023 be submitted, in accordance with Section 129(2) and 132(2) of the Municipal Finance Management Act (MFMA), to the Auditor-General of South Africa (AGSA), National Treasury, Western Cape Provincial Treasury, Western Cape Department of Local Government and the Western Cape Provincial Legislature.

Meeting: Council-29/03/2023		Submitted by Department: Financial Services	
Ref No: 9/1/2		Author/s: I Engelmohr	
Coll No: 2028857		Referred from: MC -23/03/2023	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-4	Implement decision	Chief Financial Officer	

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
29 MARCH 2023**

9.15 AUDIT COMMITTEE REPORT
OUDITKOMITEE VERSLAG
INGXELO YEKOMITI YOPHICOTHO ZINCWADI ZEMALI

Mr R Najjaar, Chairperson of the Audit Committee, was present at the meeting.

UNANIMOUSLY RESOLVED that

The report of the Audit Committee be noted.

Meeting: Council-29/03/2023	Submitted by Department: Internal Audit
Ref No: 3/3/1/3/13	Author/s: R Jaftha
Coll No: 2027146	Referred from: MC -23/03/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

9.16 DRAFT REVIEWED 2023-2024 INTEGRATED DEVELOPMENT PLAN (IDP)
KONSEP HERSIENDE 2023-2024 GEÏNTEGREERDE ONTWIKKELINGSPLAN (GOP)
ISICWANGCISO ESIHLAZIYIWEYO 2023-2024 ESIHLANGANISIWEYO LOPHUHLISO (IDP)

UNANIMOUSLY RESOLVED that

1. The Draft Reviewed 2023/2024 IDP, attached as Annexure A to the departmental report, be noted;
2. Authorisation be granted to commence with the public participation process in line with the April 2023 IDP/Budget Public Participation Schedule, attached as Annexure B to the departmental report;
3. An advertisement be placed on the official website of the Municipality, municipal notice boards and in the local newspapers to notify the public of the Draft Reviewed 2023/2024 IDP and the IDP/Budget Public Participation Schedule; and
4. The Draft Reviewed 2023/2024 IDP be submitted to the:
 - 4.1 Department of Local Government: Western Cape;
 - 4.2 Provincial Treasury: Western Cape;
 - 4.3 Auditor General (AG) of South Africa; and
 - 4.4 National Treasury.

Meeting: Council-29/03/2023	Submitted by Department: IDP/PM
Ref No: 2/2/5	Author/s: C September
Coll No: 2033890	Referred from: Special MC - 29/03/2023
<u>PAR:</u>	<u>ACTION:</u>
1-4	Implement decision
	<u>RESPONSIBLE DEPARTMENT:</u>
	Manager: IDP/PM
	<u>DUE DATE:</u>

43
DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
29 MARCH 2023

10. NOTICES OF MOTIONS AND QUESTIONS

OORWEGING VAN MOSIES EN VRAE

UKUQWALASELWA KWEZAZISO ZEZIPHAKAMISO KUNYE NEZAZISO ZEMIBUZO

None.

11. SUPPLEMENTARY AGENDA

AANVULLENDE AGENDA

I AJENDA EYONGEZIWEYO

11.1 REPLACEMENT OF FORMER COUNCILLOR JV DANIELS BY COUNCILLOR KJ GERTSE AS PROPORTIONAL MEMBER OF THE MUNICIPAL COUNCIL

VERVANGING VAN VORIGE RAADSLID JV DANIELS DEUR RAADSLID KJ GERTSE AS PROPORSIONELE VERTEENWOORDIGER OP DIE MUNISIPALE RAAD

UTSHINTSHINTSHO LOO WANGUCEBA JV DANIELS NGU-CEBA NGU-KJ GERTSE NJENGELUNGU ELIQHELEKILEYO LEBHUNGA KAMASIPALA

UNANIMOUSLY RESOLVED that

The replacement of Ms Jennifer Vivian Daniels by Councillor Keagen Je-Ron Gertse as representative of the GOOD party on the Drakenstein Municipal Council, as from 24 March 2023, be noted.

Meeting: Council-29/03/2023	Submitted by Department: Corporate Services		
Ref No: 3/8/1	Author/s: F Goosen		
Coll No: 2034739	Referred from: Special MC – 29/03/2023		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
29 MARCH 2023**

11.2 REPLACEMENT OF COUNCILLOR L LANDU BY COUNCILLOR SE KORABIE AS COUNCILLOR OF THE DEMOCRATIC ALLIANCE TO CAPE WINELANDS DISTRICT MUNICIPALITY

VERVANGING VAN RAADSLID L LANDU DEUR RAADSLID SE KORABIE AS DIE DEMOKRATIESE ALLIANSIE SE RAADSLID OP DIE KAAPSE WYNLAND DISTRIKSMUNISIPALITEIT

UTSHINTSHINTSHO LUKACEBA L LANDU NGU-CEBA SE KORABIE NJENGOCEBA WEDEMOCRATIC ALLIANCE KUMASIPALA WESITHILI SASE-CAPE WINELANDS

UNANIMOUSLY RESOLVED that

It be noted that Councillor Stephen Edmund Korabie of the Democratic Alliance (DA) has been declared elected as Councillor to the Cape Winelands District Municipality in place of Councillor Linda Landu.

Meeting: Council-29/03/2023	Submitted by Department: Corporate Services
Ref No: 3/8/1	Author/s: F Goosen
Coll No: 2034744	Referred from: Special MC – 29/03/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

11.3 AMENDED BUDGET RELATED POLICIES FOR THE 2023/2024 FINANCIAL YEAR

HERSIENDE BEGROTINGSVERWANTE BELEIDE VIR DIE 2023/2024 FINANSIËLE JAAR

ULUNGISO LWEMIGAQO-NKQUBO ENXULUMENE NOHLAHO LWABIWO-MALI KUNYAKA-MALI KA-2023/2024

A number of councillors raised concern about not having been able to properly peruse the documentations due to the late submission of the documents. Similar reservations were expressed with regard to the Draft Budget item.

The City Manager explained that both items were submitted with the intentions to get Council approval for the items to be released for public participations and comment as required by legislation and that no approval is sought for any of the budget policies or budget items. The City Manager indicated that the recommendations will be amended to reflect the above. Councillors would also be allowed to make inputs and comments on both items during the public participation process.

UNANIMOUSLY RESOLVED that

1. The following draft budget related policies as amended be noted:

- 1.1 Annexure A: Unclaimed Deposits Policy;
- 1.2 Annexure B: Accounting Policy;
- 1.3 Annexure C: Cash and Investment Policy;
- 1.4 Annexure D: Virement Policy;
- 1.5 Annexure E: Financial Asset Management Policy;

DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
29 MARCH 2023

- 1.6 Annexure F: Stock Management Policy;
- 1.7 Annexure G: Credit Control and Debt Collection Policy;
- 1.8 Annexure H: Indigent Support Policy;
- 1.9 Annexure I: Tariff Policy;
- 1.10 Annexure J: Property Rates Policy;
- 1.11 Annexure K: Writing-Off of Irrecoverable Debt Policy;
- 1.12 Annexure L: Grant in Aid Policy; and
- 1.13 Annexure M: Cost Containment Policy.

2. Authorisation be granted to commence with the public participation process.

Meeting: Council-29/03/2023	Submitted by Department: Finance	Author/s: L Crotz	
Ref No: 5/2/2	Author/s: L Crotz	Referred from: Special MC – 29/03/2023	
Coll No: 2033112	Referred from: Special MC – 29/03/2023		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
2	Implement decision	Chief Financial Officer	

11.4 DRAFT 2023/2024 OPERATING AND CAPITAL BUDGET AND DRAFT 2023/2028 MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK
KONSEP 2023/2024 BEDRYFS- EN KAPITAALBEGROTING EN KONSEP 2023/2028 MEDIUM TERMYN INKOMSTE EN UITGAWE RAAMWERK
UYILO 2023/2024 LOKUSEBENZA KUNYE NOHLAHLA LWABIWO-MALI LWEMALI KUNYE NOYILO 2023/2028 ISAKHELO SENGENISO YEXESHA ELIPHAKATHI KUNYE NENKCITHO

UNANIMOUSLY RESOLVED that

1. The draft operating and capital budget 2023/2024 be noted and authorisation be granted to commence with the public participation process;
2. The following draft budget related resolutions be noted:
 - 2.1 The draft 2023/2028 Medium Term Revenue and Expenditure Framework (MTREF) attached as Annexure A to the item;
 - 2.2 The draft 2023/2028 MTREF operating budget revenue of R3,579,658,114 for the 2023/2024 financial year as well as for the four outer years' operating revenue as set out in Table 1 of the draft 2023/2028 MTREF Budget Report;
 - 2.3 The draft 2023/2028 MTREF operating budget expenditure of R3,202,310,383 for the 2023/2024 financial year as well as for the four outer years' operating expenditure as set out in Table 2 of the draft 2023/2028 MTREF Budget Report;
 - 2.4 The draft 2023/2028 MTREF capital budget expenditure of R457,529,815 for the 2023/2024 financial year as well as for the four outer years' capital expenditure as set out in Table 4 of the draft 2023/2028 MTREF Budget Report;

DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
29 MARCH 2023

- 2.5 The draft 2023/2028 MTREF capital budget expenditure funding sources of R457,529,815 for the 2023/2024 financial year as well as for the four outer years' capital expenditure funding sources as set out in Table 5 of the draft 2023/2028 MTREF Budget Report;
- 2.6 The following draft multi-year capital projects, Southern Paarl Bulk Sewer (R122,100,000) and Rehabilitation & Upgrade of Paarl Waste Water Treatment Works (R1,091,213,044), that exceeds the amount of R50 million referred to in Regulation 13(2)(c) of the Municipal Budget and Reporting Regulations;
- 2.7 The following draft tariff increases for the revenue streams of property rates, fees, charges and tariffs with effect from 1 July 2023:
- 2.7.1 Property rates tariff increase of 3.9%;
 - 2.7.2 Water tariff increase of 6.5%;
 - 2.7.3 Sewerage/sanitation tariff increase of 6.5%; and
 - 2.7.4 Refuse removal tariff increase of 6.9%;
- 2.8 The electricity bulk purchases increase is 18.49% for electricity purchases by the municipality from ESKOM with effect 1 July 2023. The preliminary tariff increase that the municipality will give through to consumers is 18.02% with effect from 1 July 2023, but this tariff increase is subject to the publication of the NERSA tariff increase guideline and approval which is not available yet and might increase or decrease with the approval of the final budget in May 2023; and
- 2.9 The draft annual budget of Drakenstein Municipality for the 2023/2024 financial year as well as the indicative estimates for the four outer financial years (2024/2025 to 2027/2028) as set out in the new mSCOA version 6.7 Schedules A1 to A10 and SA1 to SA38 included in Appendix 5 to the Draft 2023/2028 MTREF Budget Report.
3. It is recommended that it be noted that:
- 3.1 A draft budgeted operating surplus of R377,347,731 is anticipated to be realised for the 2023/2024 financial year as set out in Table 3 of the draft 2023/2028 MTREF Budget Report. The operating surplus includes government grants and subsidies;
 - 3.2 Any actual cash surpluses at year-end will be used to increase Drakenstein's Capital Replacement Reserve to be utilised for future infrastructure assets investment and the redemption of external loans;
 - 3.3 The envisaged draft increases/decreases in the property rates, fees, charges and tariffs as set in the Tariff Book attached as Annexure B to this item;



47
DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
29 MARCH 2023

- 3.4 Drakenstein's investments and cash as at 28 February 2023 amounted to R543,605,491 made up of the following:
- 3.4.1 Nedbank Primary account (R175,462,689);
 - 3.4.2 ABSA investments (R180,676,477);
 - 3.4.3 Standard Bank investments (R182,409,375); and
 - 3.4.4 Nedbank investments (R5,056,950);
- 3.5 The proposed total cost to the municipality's expenses for the salary, allowances and benefits of the Executive Mayor, Speaker, Deputy Executive Mayor, Chief Whip, Mayoral Committee Members, ordinary councillors, City Manager (CM), Chief Financial Officer (CFO) and Executive Directors as set out in SA23 included in Annexure A to the departmental report;
- 3.6 Drakenstein Municipality do not have any current service delivery agreements, including material amendments to existing service delivery agreements, with any service provider who renders any power or function on behalf of Drakenstein Municipality as defined in Section 1 of the Municipal Systems Act; and
- 3.7 Drakenstein Municipality do not have any municipal entities.
4. The IDP and budget open day programme be followed in April 2023 as approved by Council in the IDP review item.

Meeting: Council-29/03/2023	Submitted by Department: Finance
Ref No: 5/2/2	Author/s: L Crotz
Coll No: 2032701	Referred from: Special MC – 29/03/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

IN-COMMITTEE/ IN-KOMITEE/ KWI-KOMITI
12. CONFIDENTIAL MATTERS
VERTROULIKE SAKE
IMIBA EYIMFIHLO

12.1 CONFIDENTIAL MINUTES: MAYORAL COMMITTEE
VERTROULIKE NOTULE: BURGEMEESTERSKOMITEE
UKUQWALASELWA KWEMIZUZU YEMFIHLO: IKOMITI KASODOLOPHU WESIGQEBA

See confidential minutes.

48
DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
29 MARCH 2023

12.2 CONFIRMATION OF CONFIDENTIAL MINUTES
BEKRAGTIGING VAN VERTROULIKE NOTULE
ISIQINISEKISO SEMIZULU YIMFIHLO

See confidential minutes.

12.3 WRITING-OFF OF IRRECOVERABLE DEBT REPORT – FEBRUARY 2023
AFSKRYWING VAN ONINVORDERBARESKULDVERSLAG – FEBRUARIE 2023
INGXELO YOKUCINYWA KWAMATYALA ANGAHLAWULWAYO – FEBRUWARI 2023

See confidential minutes.

12.4 IMPLEMENTATION PROGRESS REPORT ON MUNICIPAL MINIMUM COMPETENCY LEVELS (MMCL) FOR SENIOR MANAGERS: MARCH 2023
MAANDELIKSE IMPLEMENTERINGSVORDERINGSVERSLAG OOR MUNISIPALE MINIMUM KOMPETENSIEVLAKKE (MMKV) VIR SENIOR BESTUURDERS: MAART 2023
UKUMILISELWA KWENGXELO YENKQUBELA KUMASIPALA AMANQANABA OBUCHULE (MMCL) KUBAPHATHI ABAPHEZULU: MATSHI 2023

See confidential minutes.

12.5 FRAUD AND RISK MANAGEMENT COMMITTEE (FARMCO) REPORT FOR THE 2021/2022 FINANCIAL YEAR
BEDROG - EN RISIKOBESTUURSKOMITEE (FARMCO) VERSLAG VIR DIE 2021/2022 FINANSIËLE JAAR
INGXELO YEKOMITI YOLAWULO LOBUQHOPHOLO NOMNGCIPHEKO (FARMCO) KUNYAKA-MALI 2021/2022

See confidential minutes.

The meeting ended at 13:21.

CHAIRPERSON: *J.F. le Roux*
DATE: *26 April 2024*

Confirmed ~~with~~/without amendments.
PJ/mg




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Civic Centre, Berg River Boulevard Paarl 7646

COUNCIL MEETING

Date: 29 March 2023
Time: 09:30
Venue: Council Chambers

SURNAME	NAME	TITLE	SIGNATURE
ADAMS	JH	CLLR	
ADRIAANSE	MM	ALD	
ALBERTYN	P	CLLR	
ANDERSON	JV	CLLR	
ANDREAS	MA	CLLR	
APPOLLIS	AMB	CLLR	
ARENDSE	LC	CLLR	
ARNOLDS	RB	CLLR	
BARON	E	CLLR	
BESTER	TG	CLLR	
BOLANI	LE	CLLR	
BOOYSEN	VC	CLLR	
CAROLISSEN	D	CLLR	
COMBRINK	GC	ALD	
CUPIDO	FP	CLLR	
CUPIDO	PBA	CLLR	
CYSTER	CHRISTEPHINE KEATINGE	CLLR	

OFFICE OF THE CHIEF EXECUTIVE OFFICER
 PBA THE/ KANTOOR VAN DIE
 OFSWEEP
 CHIEF EXECUTIVE OFFICER
 CLLR/ ROE. CHRISTEPHINE KEATINGE
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4/4/2023

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SURNAME	NAME	TITLE	SIGNATURE
DE VILLIERS	PT	CLLR	
KLAASTE	CO	CLLR	
DE KOCK	J	CLLR	
DU PLESSIS	AJ	CLLR	
DUBA	BP	CLLR	
FOURIE	A	CLLR	
GANANDANA	S	CLLR	
GERTSE	KJ	CLLR	
GODONGWANA	N	CLLR	
GOUWS	E	CLLR	Apology
GRAVEL	S	CLLR	
JACOBS	B	CLLR	
JACOBS	CM	CLLR	
JACOBS	F	CLLR	
JACOBS	M	CLLR	Apology
KEARNS	C	CLLR	
KOEGELENBERG	RA	ALD	
KORABIE	S	CLLR	
KROUTZ		CLLR	
KULSEN		CLLR	

OFFICE OF THE KANTOOR VAN DIE
 CHIEF WILHOOFSTREEK
 CLLR/ALD C. RISTEPHINE KEARNS
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4/04/2023





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SURNAME	NAME	TITLE	SIGNATURE
LANDSBERG	S	CLLR	
LANDU	L	CLLR	
LE ROUX	JF	ALD	
LIEBENBERG	SJ	CLLR	
MANGENA	TC	CLLR	Absent
MATTHEE	LC	CLLR	
MILLER	J	CLLR	
MOOI	TP	CLLR	
NELL	RH	CLLR	
NONGOGO (WANA)	N	CLLR	
POOLE	CJ	ALD	
RICHARDS	AM	CLLR	
ROSS	S	CLLR	
SAMBOKWE	LS	CLLR	
SAUERMAN	ND	CLLR	
SEPTEMBER	JA	CLLR	
SMIT	J	CLLR	
SOLOMONS	EA	CLLR	
STOWMAN	A	ALD	
STULWENI	AM	CLLR	

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CLLRS CHRISTOPHINE KEARNS
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SURNAME	NAME	TITLE	SIGNATURE
VAN NIEKERK	LT	CLLR	
VAN NIEUWENHUYZEN	RH	CLLR	
VAN ROOYEN	A	CLLR	
VAN SANTEN	AJ	CLLR	
VAN WILLINGH	B	CLLR	
XHEGO	Z	CLLR	
ZWINYE	M	CLLR	

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CHIEF COMPLAINTSWEEP
CLLR / REIL CHRISTEPHINE KEARNS
DRAKENSTEIN MUNICIPALITY / MUNISIPALITEIT

4/04/2023





OFFICIALS

NAME AND SURNAME	SIGNATURE
DR JH LEIBBRANDT CITY MANAGER	
G ESAU EXECUTIVE DIRECTOR: COMMUNITY SERVICES	
B BROWN CHIEF FINANCIAL OFFICER	
S JOHAAR EXECUTIVE DIRECTOR: CORPORATE SERVICES	
J SAMSON EXECUTIVE DIRECTOR: PLANNING AND DEVELOPMENT	
MR L PIENAAR ACTING EXECUTIVE DIRECTOR: ENGINEERING SERVICES	
<i>J Dippenaar CRO</i>	
<i>R. NAJJAAR (AC member)</i>	
<i>K. JAFTHY FA</i>	
<i>R. Geldenhuys CEM</i>	
<i>C September, IDP / PM</i>	

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CLLR/ RDL CHRISTEPHINE KEARNS
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