

## DRAKENSTEIN MUNICIPALITY

## MINUTES: MAYORAL COMMITTEE

ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON THURSDAY, 23 MARCH 2023 AT 10:00.

---

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

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

**ALSO PRESENT:** Ald J F le Roux (Speaker)  
Cllr C Kearns (Chief Whip)

**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 Audit Executive)  
Ms N October (Snr Manager: Legal and Administrative Services)  
Ms R Geldenhuys (Manager: Communication and Marketing)  
Ms C September (Manager: IDP/PM)  
Mr G Dippenaar (Chief Risk Officer)  
Mr F P Goosen (Manager: Administrative Support Services)



**DRAKENSTEIN MUNICIPALITY****MINUTES: MAYORAL COMMITTEE  
23 MARCH 2023**

---

**1. LEAVE ARRANGEMENT AND NON-AVAILABILITY OF COUNCILLORS AND SENIOR MANAGEMENT**

Cllr T G Bester - Apology.

**2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR**

A Special Mayoral Committee meeting to be held on Wednesday, 29 March 2023 at 08:30.

**3. CONFLICT OF INTERESTS BY COUNCILLORS/OFFICIALS**

None.

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

None.

**5. CONFIRMATION OF MINUTES**

The minutes of the following meetings of the Mayoral Committee were **confirmed as correct:**

- i. Ordinary meeting held on 22 February 2023; and
- ii. Confidential meeting held on 22 February 2023.



## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
23 MARCH 2023**6. GOVERNANCE AND COMPLIANCE**

<b>6.1 AUDIT COMMITTEE REPORT</b>
<b>OUDITKOMITEE VERSLAG</b>
<b>INGXELO YEKOMITI YOPHICOTHO ZINCWADI ZEMALI</b>

**RECOMMENDED that**

The report of the Audit Committee be noted.

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

**7. PLANNING AND DEVELOPMENT**

<b>7.1 APPLICATION TO BE DECLARED COMPETENT AS A LOCAL HERITAGE RESOURCE AUTHORITY</b>
<b>AANSOEK TEN EINDE BEKWAAMD VERKLAAR TE WORD AS 'N PLAASLIKE ERFENISHULPBRON-OWERHEID</b>
<b>ISICELO SIZA KUBEKHSWA ESIQINISEKILEYO NJENGOKUBA NGUGUNYAZIWE KWEZIBONELELO ZELIFA LEMVELI</b>

**RECOMMENDED 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: MC – 23/03/2023	Submitted by Department: Planning and Development
Ref No: 15/4	Author/s: C Theunissen
Coll No: 1995052	Referred from: P&D Portf- 15/03/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
23 MARCH 2023**7.2 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****RECOMMENDED 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
2. The Rules of Procedures for the meetings of the Drakenstein Heritage Advisory Committee (Annexure B to the departmental report), be approved.

Meeting: MC – 23/03/2023	Submitted by Department: Planning and Development
Ref No: 15/4	Author/s: C Theunissen
Coll No: 2027159	Referred from: P&D Portf- 15/03/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

**7.3 DRAKENSTEIN NEUMARKT CLIMATE PARTNERSHIP: UPDATED JOINT PROGRAMME OF ACTION****DRAKENSTEIN – NEUMARKT KLIMAATVENNOOTSAP: OPGEDATEERDE GEMEENSKAPLIKE PROGRAM VAN AKSIE****DRAKENSTEIN – NEUMARKT CLIMATE PARTNERSHIP: INKQUBO EDIBENEYO YOKUSEBENZA EHLAZIWEYO****RECOMMENDED that**

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

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

## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
23 MARCH 20238. FINANCE

<b>8.1 INDIGENT HOUSEHOLD STATISTICS REPORT AS AT 28 FEBRUARY 2023</b>
<b>DEERNIS HUISHOUDING STATISTIEKEVERSLAG SOOS OP 28 FEBRUARIE 2023</b>
<b>INGXELO YAMANANI YEZINDLU ZAMAHLWEMPU NGOBUNJALO NGOMHLA 28 EYOMDUMBA 2023</b>

RESOLVED that

The report be noted.

Meeting: MC – 23/03/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 2028266	Referred from: Finance Serv Portf-22/03/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

<b>8.2 COUNCILLORS' OUTSTANDING DEBT REPORT AS AT 28 FEBRUARY 2023</b>
<b>RAADSLEDE SE UITSTAANDE SKULDVERSLAG SOOS OP 28 FEBRUARIE 2023</b>
<b>INGXELO YAMATYALA YOCEBA NGOBUNJALO NGOMHLA 28 FEBUWARI 2023</b>

RECOMMENDED that

Council takes note of the contents of the report.

Meeting: MC – 23/03/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 2027523	Referred from: Finance Serv Portf-22/03/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

**DRAKENSTEIN MUNICIPALITY**

**MINUTES: MAYORAL COMMITTEE  
23 MARCH 2023**

<b>8.3 MUNICIPAL EMPLOYEES OUTSTANDING DEBT REPORT AS AT 28 FEBRUARY 2023</b>
<b>MUNISIPALE WERKNEMERS UITSTAANDE SKULDVERSLAG SOOS OP 28 FEBRUARIE 2023</b>
<b>ITYALA LABASEBENZI BAKWA MASIPALA NGOKWE NGXELO KA 28 FEBUWARI 2023</b>

**RESOLVED that**

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

Meeting: MC – 23/03/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 2027529	Referred from: Finance Serv Portf-22/03/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

<b>8.4 DRAKENSTEIN OUTSTANDING DEBTORS REPORT AS AT 28 FEBRUARY 2023</b>
<b>DRAKENSTEIN UITSTAANDE DEBITEUREVERSLAG SOOS OP 28 FEBRUARIE 2023</b>
<b>INGXELO YAMATYALA ASE DRAKENSTEIN NGOBUNJALO NGOMHLA 28 EYOMDUMBA 2023</b>

**RESOLVED that**

The report be noted.

Meeting: MC – 23/03/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 2029114	Referred from: Finance Serv Portf-22/03/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
23 MARCH 2023

<b>8.5 REPORT ON TENDER AWARDS: FEBRUARY 2023</b>
<b>VERSLAG OOR TENDERTOEKENNINGS: FEBRUARIE 2023</b>
<b>INGXELO NGONIKEZELO LWETHENDA: FEBUWARI 2023</b>

**RECOMMENDED that**

1. The awards above R200,000 that were adjudicated by the Bid Adjudication Committee for the month of February 2023 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: MC – 23/03/2023	Submitted by Department: Financial Services
Ref No: 8/1/2/1	Author/s: C Hess
Coll No: 2027516	Referred from: Finance Serv Portf-22/03/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

<b>8.6 REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: FEBRUARY 2023</b>
<b>VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: FEBRUARIE 2023</b>
<b>INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA KWINKQUBO ZOKUFUMANA: FEBUWARI 2023</b>

**RECOMMENDED that**

1. 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 attached to this report be noted; and
2. 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: MC – 23/03/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/5	Author/s: C Hess
Coll No: 2027540	Referred from: Finance Serv Portf-22/03/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
23 MARCH 2023**8.7 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 NGO FEBUWARI 2023****RECOMMENDED that**

1. The content of the section 71 monthly budget monitoring report for February 2023 and the supporting documentation be noted; and
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 10<sup>th</sup> working day after the end of February 2023.

Meeting: MC – 23/03/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Viola
Coll No: 2028164	Referred from: Finance Serv Portf-22/03/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

**8.8 DRAKENSTEIN OUTSTANDING COUNCIL PROPERTY LEASE REPORT AS AT 28 FEBRUARY 2023****DRAKENSTEIN UITSTAANDE RAADSEIENDOM HUURVERSLAG SOOS OP 28 FEBRUARIE 2023****INGXELO YAMATYALA EPROPATI YEBHUNGA LASE DRAKENSTEIN NGOBUNJALO NGOMHLA WE 28 EYODUMBA 2023****RESOLVED that**

The report be noted.

Meeting: MC – 23/03/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 2027525	Referred from: Finance Serv Portf-22/03/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>



## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
23 MARCH 20239. CORPORATE SERVICES

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

**RECOMMENDED that**

The reviewed Records Management Policy be approved.

Meeting: MC – 23/03/2023	Submitted by Department: Corporate Services
Ref No: 2/5/P	Author/s: FP Goosen
Coll No: 2004691	Referred from: Corp Serv Portf-14/03/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

10. CONFIDENTIALFINANCE

<b>10.1 WRITING-OFF OF IRRECOVERABLE DEBT REPORT – FEBRUARY 2023</b>
<b>AFSKRYWING VAN ONINVORDERBARESKULDVERSLAG - FEBRUARIE 2023</b>
<b>INGXELO YOKUCINYWA KWAMATYALA ANGAHLAWULWAYO - EYODUMBA 2023</b>

See confidential minutes.

Meeting: MC – 23/03/2023	Submitted by Department: Financial Services
Ref No: 5/15/1	Author/s: A Abrahams
Coll No: 2027519	Referred from: Finance Serv Portf-22/03/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

**DRAKENSTEIN MUNICIPALITY**

**MINUTES: MAYORAL COMMITTEE**

**23 MARCH 2023**

**10.2 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 AKAHLAWULWAYO (UMGAQO NKQUBO WOKUCINYWA KWAMATYALA 5.10) – I AKHAWUNTI EZIGQITHISWEYO**

**See confidential minutes.**

Meeting: MC – 23/03/2023	Submitted by Department: Financial Services		
Ref No: 5/15/1	Author/s: A Abrahams		
Coll No: 2027724	Referred from: Finance Serv Portf-22/03/2023		
<b>PAR:</b>	<b>ACTION:</b>	<b>RESPONSIBLE DEPARTMENT:</b>	<b>DUE DATE:</b>

**11. URGENT MATTERS**

**DRINGENDE SAKE**

**IMIBA ENGXAMISEKILEYO**

**None.**



**DRAKENSTEIN MUNICIPALITY**

**MINUTES: MAYORAL COMMITTEE  
23 MARCH 2023**

**ADDITIONAL ITEMS**

**12. CORPORATE SERVICES**

**12.1 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 PAARL), 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)**

**RECOMMENDED 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;



**DRAKENSTEIN MUNICIPALITY**

**MINUTES: MAYORAL COMMITTEE**

**23 MARCH 2023**

- 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;
- 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: MC – 23/03/2023		Submitted by Department: Corporate Services	
Ref No: 15/4/1 (28773) P		Author/s: N October	
Coll No: 2020060		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



**DRAKENSTEIN MUNICIPALITY**

**MINUTES: MAYORAL COMMITTEE**

**23 MARCH 2023**

**12.2 RECOGNITION AND FINANCIAL SUPPORT FRAMEWORK FOR STAFF WHO ARE SELECTED FOR AMATEUR PROVINCIAL OR NATIONAL REPRESENTATIVE SPORT TEAMS**

**ERKENNING EN FINANSIËLE ONDERSTEUNINGSRAAMWERK AAN PERSONEEL GEKIES VIR AMATEUR PROVINSIAAL OF NASIONAAL VERTEENWOORDIGENDE SPORTSPANNE**

**ISIKHOKELO SENKXASO YEMALI KUBASEBENZI ABAKHETHELWE UKUMELA AMAQELA EZEMIDLALO KWIPHONDO OKANYE ESIZWENI**

It was requested that the recommendations be amended to include that support only be provided to recognised sport teams.

**RECOMMENDED 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;
  - 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: MC – 23/03/2023	Submitted by Department: Corporate Services		
Ref No: 4/6/3/1	Author/s: S Johaar		
Coll No: 2031247	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



**DRAKENSTEIN MUNICIPALITY****MINUTES: MAYORAL COMMITTEE****23 MARCH 2023****12.3 ORGANISATIONAL STRUCTURE REVIEW - 2023****ORGANISASIE STRUKTUUR OORSIG – 2023****UKUHLAZIYWA KWEZAKHIWO ZOMVUTHO - 2023****RECOMMENDED that**

1. Macro organisational structure changes are approved as follows:
  - 1.1 It is recommended that the macrostructure changes in the illustration (Annexure A to the departmental report) be approved;
  - 1.2 It is recommended that 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
    - 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;



## DRAKENSTEIN MUNICIPALITY

## MINUTES: MAYORAL COMMITTEE

23 MARCH 2023

- 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: MC – 23/03/2023		Submitted by Department: Corporate Services	
Ref No: 4/2/4		Author/s: K Begbie	
Coll No: 2029749		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

**13. PUBLIC SAFETY**

<b>13.1 DISASTER MANAGEMENT PLAN</b>
<b>RAMPBESTUURSPLAN</b>
<b>ISICWANGCISO SOKULAWULWA KWENTLEKELELE</b>

**RECOMMENDED that**

The Disaster Management Plan be approved.

Meeting: MC – 23/03/2023		Submitted by Department: Community Services	
Ref No: 17/14/P		Author/s: D Damons	
Coll No: 2033027		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



## DRAKENSTEIN MUNICIPALITY

## MINUTES: MAYORAL COMMITTEE

23 MARCH 2023**14. PLANNING AND DEVELOPMENT**

**14.1 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**


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

The meeting ended at 11:34.

**CHAIRPERSON:**

  
.....

**DATE:**

19 April 2023  
.....

**Confirmed with/without amendments.**

**FG/rs**





**Mayoral Committee Attendance Register**

Date: 23 March 2023

Time: 10:00

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	

OFFICE OF THE/ KANTOOR VAN DIE  
CHIEF WHIP/HOOF SWEEP  
CLLR/ RDL CHRISTELINE KEARNS  
DRAKENSTEIN MUNICIPALITY/ MUNISIPALITEIT

23/03/2023










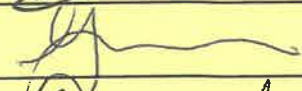
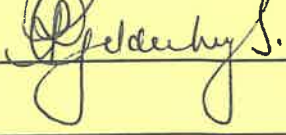
**Mayoral Committee Attendance Register**

Date: 23 March 2023

Time: 10:00

Venue: Council Chambers

**OFFICIALS**

SURNAME	INITIALS	TITLE	SIGNATURE
LEIBRANDT City Manager	JH	DR	
BROWN Chief Financial Officer	B	MR	
JOHAAR Executive Director: Corporate Services	S	MR	
SAMSON Executive Director: Planning and Development	J	MS	
ESAU Executive Director: Community Services	G	MR	
PIENAAR Acting Executive Director: Engineering Services	L	MR	
<i>Ms M. September</i>	<i>C</i>	<i>MS</i>	
<i>October</i>	<i>N</i>	<i>Ms</i>	
<i>J. Pienaar</i>			
<i>R. J. T. T. T.</i>	<i>R</i>	<i>Mrs</i>	
<i>R. Geldenhuys</i>	<i>R</i>	<i>Ms</i>	

OFFICE OF THE/ KANTOOR VAN DIE  
 CHIEF WHIP/HOOF SWEEP  
 CLLR/ RDL CHRISTEPHINE KEARNS  
 DRACKENSTEIN MUNICIPALITY/ MUNISIPALITEIT

*Christephine Kearns*

*23/03/2023*

