

DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE

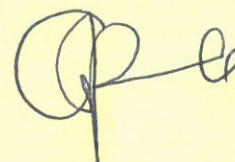
ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON THURSDAY, 21 APRIL 2022 AT 10:00.

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

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

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, 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 R Geldenhuys (Manager: Communication and Marketing)
Ms C September (Manager: IDP and Performance Management)
Mr G Dippenaar (Chief Risk Officer)
Mr F P Goosen (Manager: Administrative Support Services)



DRAKENSTEIN MUNICIPALITY

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21 APRIL 2022**1. LEAVE ARRANGEMENT AND NON-AVAILABILITY OF COUNCILLORS AND SENIOR MANAGEMENT**

- | | | | |
|----|--------------|---|----------------------------|
| 1. | Clr E Gouws | : | On Council duty (apology); |
| 2. | Clr L Cyster | : | Apology; and |
| 3. | Clr J Miller | : | Apology. |

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.

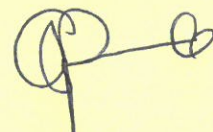
FINANCIAL SERVICES**5. INDIGENT HOUSEHOLD STATISTICS REPORT AS AT 31 MARCH 2022****DEERNIS HUISHOUDING STATISTIEKEVERSLAG SOOS OP 31 MAART 2022****INGXELO YAMANANI YEZINDLU ZAMAHLWEMPU NGOBUNJALO NGOMHLA
31 EYOKWINDLA 2022**

It was requested that it be communicated to indigent households that indigents need to reapply after the death of an indigent.

RESOLVED that

The report be noted.

Meeting: Mayco - 21/04/2022	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 1940744	Referred from: Fin Portf - 19/4/2022
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:



DRAKENSTEIN MUNICIPALITY

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21 APRIL 2022

6. COUNCILLORS' OUTSTANDING DEBT REPORT AS AT 31 MARCH 2022
RAADSLEDE SE UITSTAANDE SKULDVERSLAG SOOS OP 31 MAART 2022
INGXELO YAMATYALA YOCEBA NGOBUNJALO NGOMHLA 31 EYOKWINDLA 2022

RECOMMENDED that

The report be noted.

Meeting: Mayco - 21/04/2022	Submitted by Department: Financial Services		
Ref No: 9/1/1/4	Author/s: A Abrahams		
Coll No: 1940735	Referred from: Fin Portf - 19/4/2022		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

7. DRAKENSTEIN OUTSTANDING DEBTORS REPORT AS AT 31 MARCH 2022
DRAKENSTEIN UITSTAANDE DEBITEUREVERSLAG SOOS OP 31 MAART 2022
INGXELO YAMATYALA ASE DRAKENSTEIN NGOBUNJALO NGOMHLA 31 KWEYEKWINDLA 2022

RESOLVED that

The report be noted.

Meeting: Mayco - 21/04/2022	Submitted by Department: Financial Services		
Ref No: 9/1/1/4	Author/s: A Abrahams		
Coll No: 1941372	Referred from: Fin Portf - 19/4/2022		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

DRAKENSTEIN MUNICIPALITY

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8. MUNICIPAL EMPLOYEES OUTSTANDING DEBT REPORT AS AT 31 MARCH 2022
MUNISIPALE WERKNEMERS UITSTAANDE SKULDVERSLAG SOOS OP 31 MAART 2022
ITYALA LABASEBENZI BAKWA MASIPALA NGOKWE NGXELO KA 31 KWEYEKWINDLA 2022

It was requested that Finance and Legal Services explore other options to fast track the collection of outstanding debt.

RESOLVED that

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

Meeting: Mayco - 21/04/2022	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 1941598	Referred from: Fin Portf - 19/4/2022
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

9. REPORT ON TENDER AWARDS: MARCH 2022
VERSLAG OOR TENDERTOEKENNINGS: MAART 2022
INGXELO NGONIKEZELO LWETHENDA: EYOKWINDLA 2022

RECOMMENDED that

1. The awards above R200,000 that were adjudicated by the Bid Adjudication Committee for the month of March 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 - 21/04/2022	Submitted by Department: Financial Services
Ref No: 8/1/2/1	Author/s: C Hess
Coll No: 1941612	Referred from: Fin Portf - 19/4/2022
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

DRAKENSTEIN MUNICIPALITY

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10. QUARTERLY REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY: 1 JANUARY 2022 – 31 MARCH 2022
KWARTAALVERSLAG RAKENDE DIE IMPLEMENTERING VAN DIE VOORSIENINGSKANAALBESTUURSBELEID: 1 JANUARIE 2022 – 31 MAART 2022
INGXELO NGOKUMILISELWA KWENKQUBO YE SUPPLY CHAIN MANAGEMENT YOMASIPALA WASE DRAKENSTEIN: 1 JANUWARI 2022 – 31 EYOKWINDLA 2022

RESOLVED that

1. The report and Annexure A attached to the departmental report be noted; and
2. The report be made public in accordance with section 21(a) of the Municipal Systems Act.

Meeting: Mayco - 21/04/2022	Submitted by Department: Financial Services		
Ref No: 9/1/1/4	Author/s: C Hess		
Coll No: 1941651	Referred from: Fin Portf - 19/4/2022		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
2	Implement decision	Chief Financial Officer	

CORPORATE SERVICES

11. REVISED SCHEDULE OF MEETING DATES FOR COUNCIL, MAYORAL COMMITTEE AND OTHER COMMITTEES OF COUNCIL: 2022
HERSIENDE SKEDULE VAN VERGADERDATUMS VIR DIE RAAD, BURGEMEESTERSKOMITEE EN ANDER KOMITEES VAN DIE RAAD: 2022
UKUHLOLWA KWAKHONA KOLUHLU LWENTSUKU ZENTLANGANISO ZEBHUNGA, IKOMITI KASODOLOPHU KUNYENEZINYE IKOMITI ZEBHUNGA: 2022

RECOMMENDED that

1. The attached revised Council Meeting Program and schedule for 2022 be approved; and



DRAKENSTEIN MUNICIPALITY

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2. The Speaker and the Executive Mayor in consultation with the City Manager be mandated to adjust the meeting dates as needed as a result of changing circumstances.

Meeting: Mayco - 21/04/2022	Submitted by Department: Corporate Services
Ref No: 3/3/1/2	Author/s: F Goosen
Coll No: 1942072	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

CONFIDENTIAL

12. WRITING-OFF OF IRRECOVERABLE DEBT REPORT – MARCH 2022
AFSKRYWING VAN ONINVORDERBARESKULDVERSLAG - MAART 2022
INGXELO YOKUCINYWA KWAMATYALA ANGAHLAWULWAYO – KWEYEKWINDLA 2022

See confidential minutes.

Meeting: Mayco - 21/04/2022	Submitted by Department: Financial Services
Ref No: 5/15/1	Author/s: A Abrahams
Coll No: 19141001	Referred from: Fin Portf - 19/4/2022
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

DRAKENSTEIN MUNICIPALITY

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13. 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 ANGAHLAWULWAYO (5.10 UMGAQO NKQUBO WOKUCINYWA KWAMATYALA 5.10) – IAKHAWUNTI EZINIKEZELWEYO

See confidential minutes

Meeting: Mayco - 21/04/2022	Submitted by Department: Financial Services		
Ref No: 9/1/14	Author/s: A Abrahams		
Coll No: 1939997	Referred from: Fin Portf - 19/4/2022		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

14. DRAKENSTEIN OUTSTANDING COUNCIL PROPERTY LEASE REPORT AS AT 31 MARCH 2022

DRAKENSTEIN UITSTAANDE RAADSEIENDOM HUURVERSLAG SOOS OP 31 MAART 2022

INGXELO YAMATYALA EPROPATI YEBHUNGA LASE DRAKENSTEIN NGOBUNJALO NGOMHLA WE 31 KWEYEKWINDLA 2022

See confidential minutes.

Meeting: Mayco - 21/04/2022	Submitted by Department: Financial Services		
Ref No: 9/1/1/4	Author/s: A Abrahams		
Coll No: 1941049	Referred from: Fin Portf - 19/4/2022		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

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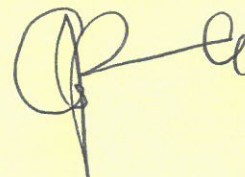
21 APRIL 2022ADDITIONAL ITEMSGOVERNANCE AND COMPLIANCE

15. QUARTERLY PERFORMANCE ASSESSMENT REPORT TOP LAYER SERVICE DELIVERY BUDGET IMPLEMENTATION PLAN (QUARTER 3: 01 JANUARY – 31 MARCH 2022)
KWARTAALLIKSE PRESTASIE ASSESSERINGSVERSLAG TOP VLAK DIENSLEWERING- EN BEGROTING IMPLEMENTERINGSPLAN (KWARTAAL 3: 01 JANUARIE -31 MAART 2022)
INGXELO YOAVANYO LWENTSEBENZO YEKOTA ISICWANGCISO SOKUSETYENZISWA KWENKONZO YOLWABIWO-MALI (IKOTA 3: 1 JANUWARI - 31 KWEYEKWINDLA 2022)

RECOMMENDED that

1. The Quarterly Performance Assessment Report 2021/2022 Q3 (01 January to 31 March 2022) be adopted;
2. The Quarterly Performance Assessment Report be placed on the Municipal Website after Council adoption; and
3. The approved Quarterly Performance Assessment Report be submitted to the:
 - 3.1 Internal Audit Unit (for notification);
 - 3.2 Auditor General of South Africa;
 - 3.3 Provincial Treasury Western Cape;
 - 3.4 National Treasury; and
 - 3.5 Department of Local Government: Western Cape.

Meeting: Mayco - 21/04/2022	Submitted by Department: IDP/PM		
Ref No: 2/2/8	Author/s: C September		
Coll No: 1944029	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



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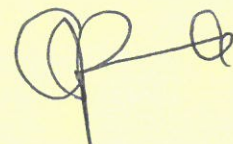
21 APRIL 2022FINANCIAL SERVICES

16. APPROVAL OF THE 4TH SPECIAL ADJUSTMENTS BUDGET FOR THE 2021/2022 FINANCIAL YEAR
GOEDKEURING VAN DIE 4DE SPESIALE AANSUIWERINGSBEGROTING VIR DIE 2021/2022 FINANSIËLE JAAR
UKWAMKELWA KOLUNGISO LOHLAHLLO LWABIWO MALI OLULODWA LWESI-4 KUNYAKA-MALI KA-2021/2022

RECOMMENDED that

1. The total operating revenue of R2,740,613,087 for the 2021/2022 financial year as set out in Table 1 of the Special 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 Special Adjustments Budget Report be approved;
3. The capital expenditure budget of R165,872,356 for the 2021/2022 financial year as set out in Table 4 of the Special Adjustments Budget Report be approved;
4. The capital expenditure budget of R165,872,356 to be funded by the following revenue sources as set out in Table 5 of the Special Adjustments Budget Report:
 - 4.1 Capital Replacement Reserve (CRR) (R46,040,673);
 - 4.2 Secured grants to be received from national government, provincial government and other donors (R106,928,279); 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; and
6. Schedules B1 to B10 attached as Appendix 2 to the Special Adjustments Budget Report be approved.

Meeting: Mayco - 21/04/2022	Submitted by Department: Financial Services		
Ref No: 5/2/2	Author/s: L Crotz		
Coll No: 1942406	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE

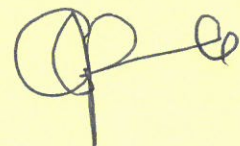
21 APRIL 2022**17. MUNICIPAL FINANCE MANAGEMENT ACT: SECTION 71 MONTHLY AND 52 QUARTERLY BUDGET MONITORING REPORT FOR MARCH 2022****MUNISIPALE WET OP BESTUUR VAN FINANSIES: ARTIKEL 71 MAANDELIKSE EN 52 KWARTAALLIKSE BEGROTINGSMONITERINGSVERSLAG VIR MAART 2022****UMTHETHO WOLAWULO LWEMALI KAMASIPALA: ICANDELO 71 INGXELO YOKUBEKA ESWENI ULAWULO LWABIWO-MALI LUKAJUNI 2022****RECOMMENDED that**

1. The content of the section 71 monthly budget monitoring report for March 2022 and the supporting documentation be noted;
2. The content of the section 52 quarterly report on the implementation of the budget and financial affairs of Drakenstein Municipality referred to in section 52(d) of the MFMA be noted; and
3. It be noted that section 71 monthly and 52 quarterly budget monitoring report for March 2022 was submitted to the Executive Mayor; National Treasury and Provincial Treasury on 14 April 2022, being the 10th working day after the end of March 2022.

Meeting: Mayco - 21/04/2022	Submitted by Department: Financial Services		
Ref No: 9/1/1/4	Author/s: A Viola		
Coll No: 1944374	Referred from:		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

18. REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: MARCH 2022**VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: MAART 2022****INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA KWINKQUBO ZOKUFUMANA: EYOKWINDLA 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 R501,727 (incl. VAT) for March 2022 as recorded by the Accounting Officer under the annexures attached to the departmental report be noted; and



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2. The Chief Financial Officer record the accumulated deviation amount of R15,669,567 (incl. VAT) for the financial year in the notes to the 2021/2022 annual financial statements as required by legislation.

Meeting: Mayco - 21/04/2022		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: C Hess	
Coll No: 1941640		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

The meeting ended at 11:30.

CHAIRPERSON:



DATE:

12 May 2022

Confirmed with/without amendments.

FG/rs



DRAKENSTEIN
MUNISIPALITEIT • MUNICIPALITY • UMASIPALA
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Civic Centre, Berg River Boulevard, Paarl 7646

2ND Mayoral Committee Attendance Register

Date: 21 April 2022

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	Apology
MILLER (Governance and Compliance)	J	CLLR	Apology
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	Apology
LE ROUX SPEAKER	JF	ALD	
KEARNS CHIEF WHIP	C	CLLR	

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

21/04/22