

DRAKENSTEIN MUNICIPALITY

MINUTES OF AN ORDINARY MEETING OF THE MUNICIPAL COUNCIL HELD IN THE COUNCIL CHAMBERS, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON FRIDAY, 30 JUNE 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 and Planning Services)
	Mr G Esau	(Executive Director: Community Services)
	Mr P Pansegrouw	(Acting Executive Director: Engineering Services)
	Ms R Jaftha	(Chief Executive Audit)
	Ms N October	(Senior Manager: Legal and Administrative Services)
	Ms C September	(Manager: IDP and PM)
	Ms R Geldenhuys	(Manager: Communication and Marketing)
	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)



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The Speaker requested that a silent prayer be held before the commencement of the proceedings.

1. APPLICATION FOR LEAVE
AANSOEK OM VERLOF
INGXELO NGU SOMLOMO

- | | | | |
|-----|-------------------|---|--------------|
| 1. | Cllr P Albertyn | - | Apology; |
| 2. | Cllr L E Bolani | - | Apology; |
| 3. | Cllr F P Cupido | - | Apology; |
| 4. | Cllr B P Duba | - | Apology; |
| 5. | Cllr N Godongwana | - | Apology; |
| 6. | Cllr S Gravel | - | Apology; |
| 7. | Cllr L Landu | - | Apology; |
| 8. | Cllr L C Matthee | - | Apology; |
| 9. | Cllr S Ross | - | Apology; |
| 10. | Cllr J Smit | - | Apology; and |
| 11. | Cllr Z Xhego | - | Apology. |

2. CONFLICT OF INTERESTS
KONFLIK VAN BELANGE
UKUGQUBANA KWEMIDLA

The City Manager, Chief Financial Officer and Executive Directors declared their interest in respect of Item 12.6 on the Confidential Agenda.

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

The Speaker made the following announcements:

1. Reminded councillors to declare all their interests in full when the next declaration period starts. Informed them that a link will be forwarded middle July and that they need to be connected to Drakenstein network to complete their declarations;
2. Informed council that the guidelines from the Speaker were sent to all councillors on 23 June 2023 and that copies can be obtained from the Speaker's Office;
3. Informed council that the Amended Regulations to the Code of Conduct for Councillors were sent 20 June 2023;
4. Informed councillors that the stipends were sent for payment on 9 June 2023 and requested ward committee members to be patient as it is year-end;



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5. Informed council that Cllr De Waal replaced deceased M Jacobs of CDR;
6. Informed council that Cllr Stoffels replaced Councillor De Villiers of GOOD;
7. Informed council that a recess period is called from 4 July 2023 to 16 July 2023; and
8. Congratulated councillors who celebrated their birthdays in June.

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

The Executive Mayor made the following announcements:

1. Congratulated Councillor R Nel on becoming a father;
2. Congratulated Mr D Green on his fourth place at the International Masters Body Building Championship in England;
3. Congratulated and handed over the Alderlady badge to Alderlady E Gouws;
4. Extended a word of appreciation to staff for their excellent responses during the recent floods; and
5. Requested and observed a moment of silence for relatives of councillors who recently passed on.

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.



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

The minutes of the meeting of the Mayoral Committee held on 24 May 2023 was noted.

8. CONFIRMATION OF MINUTES
BEKRAGTIGING VAN NOTULES
UKUQINISEKISWA KWEMIZUZU

The minutes of the meeting of the Ordinary Municipal Council held on 30 May 2023 was confirmed as correct.

9. ITEMS FOR CONSIDERATION
ITEMS VIR OORWEGING
IMIBA YOKUQWALASELWA

9.1 RE-APPOINTMENT OF AN AUDIT COMMITTEE MEMBER
HERAANSTELLING VAN OUDITKOMITEE LID
UKUQHESWA KWAKHONA KWELUNGU LEKOMITI YOPHICOTHO-ZINCWADI

Mr R Najjaar, Chairperson of the Audit Committee, was present at the meeting for items 9.1 to 9.4.

UNANIMOUSLY RESOLVED that

The re-appointment of Mr Pieter Strauss, as a member of the Audit Committee, for a further 3-year term from 01 August 2023 till 31 July 2026 be approved.

Meeting: Council-30/06/2023	Submitted by Department: Internal Audit		
Ref No: 3/3/1/3/9/1	Author/s: R Jaftha		
Coll No: 2050963	Referred from: MC - 21/06/2023		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
	Implement decision	Chief Audit Executive	

9.2 AUDIT COMMITTEE FEE INCREASE 2023/24
ODUITKOMITEE FOOI VERHOGING 2023/24
UNYUSO MRHUMO WEKOMITI YOPHICOTHO-ZINCWADI NGO 2023/24

UNANIMOUSLY RESOLVED that

The following in respect of the remuneration of Audit Committee members as from 01 July 2023 be approved:



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1. A remuneration rate of R1 440 per hour be paid to the chairperson and R1 150 per hour be paid to ordinary Audit Committee members for attending Audit Committee meeting;
2. Preparation time up to 3 hours at a rate of half the hourly meeting rate per hour, which is R720 per hour for the chairperson and R575 per hour for an ordinary member;
3. Members be paid the preparation rate per hour for attending a conference/workshop pre-approved by the City Manager;
4. For any ad hoc meeting attended by Audit Committee members with a municipal official, remuneration be at the preparation rate per hour; and
5. No person working for any organ of state will be remunerated for serving in the Audit Committee. If a person is appointed as an Audit Committee member, he or she will be given an opportunity to serve free of charge or resign.

Meeting: Council-30/06/2023		Submitted by Department: Internal Audit	
Ref No: 3/3/1/3/9/1		Author/s: R Jaftha	
Coll No: 2051036		Referred from: MC - 21/06/2023	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-5	Implement decision	Chief Audit Executive	

9.3 AUDIT COMMITTEE REPORT
OUKITKOMITEE VERSLAG
INGXELO YEKOMITI YOPHICOTHO-ZINCWADI

UNANIMOUSLY RESOLVED that

The report of the Audit Committee be noted.

Meeting: Council-30/06/2023		Submitted by Department: Internal Audit	
Ref No: 3/3/1/3/13		Author/s: R Jaftha	
Coll No: 2049379		Referred from: MC - 21/06/2023	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:



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9.4 OUTCOME OF THE ANNUAL AUDIT COMMITTEE PERFORMANCE ASSESSMENT 2022/23
UITSLAG VAN DIE JAARLIKSE OUDITKOMITTEE PRESTASIE EVALUERING 2022/23
ISIPHUMO SOVAVANYO LOKUSEBENZA KWEKOMITI YOPHICOTHO-ZINCWADI YONYAKA 2022/23

UNANIMOUSLY RESOLVED that

The outcome of the annual Audit Committee (AC) performance assessment be noted.

Meeting: Council-30/06/2023		Submitted by Department: Internal Audit	
Ref No: 3/3/1/3/9/1		Author/s: R Jaftha	
Coll No: 2051265		Referred from: MC - 21/06/2023	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

9.5 REVISION OF EXPANDED PUBLIC WORKS PROGRAMME (EPWP) POLICY
WYSIGING VAN UITGEBREIDE OPENBARE WERKE PROGRAM (EPWP) BELEID
UHLAZIYO LWENKQUBO EYANDISIWEYO YEMISEBENZI KARHULUMENTE (EPWP)

Following extensive discussions on particularly the removal of clause 5.3.2 (e) and (f) in the policy, and a recess called by the ANC at 10:47, which the Speaker granted, it was agreed thereafter that the entire clause 5.3.2 be removed from the policy.

UNANIMOUSLY RESOLVED that

The revised EPWP policy be adopted and approved, and the associated standard operating procedures, as amended from time to time, be noted.

Meeting: Council-30/06/2023		Submitted by Department: Engineering Services	
Ref No: 5/B x 5/7/8/2		Author/s: P Pansegrouw	
Coll No: 1969129		Referred from: MC-21/06/2023	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-3	<ol style="list-style-type: none"> 1. Implement decision 2. Place on intranet and update policy folder 3. Place on website 	<ol style="list-style-type: none"> 1. ED: Engineering Services 2. Administration 3. Communication 	

9.6 APPOINTMENT OF MR KRIS COETZEE AS BUILDING CONTROL OFFICER
AANSTELLING VAN MNR KRIS COETZEE AS BOUBEHEERBEAMPTE
UKUTYUNJWA KOMNU KRIS COETZEE NJENGEGOSA LOLAWULO LWEZAKHIWO

UNANIMOUSLY RESOLVED that

1. In terms of Section 5 of the National Building Regulations and Building Standards Act, 1977 (Act 103 of 1977), the functions of a Building Control Officer be assigned to Mr Kris Coetzee retrospectively from 1 June 2023;



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2. In the absence of one of the two appointed Building Control Officers, namely Mr K Coetzee and Mr B Gabriels, the functions of the absent Building Control Officer be executed by the other Building Control Officer;
3. In the absence of both of the two appointed Building Control Officers, namely Mr K Coetzee and Mr B Gabriels, the functions of the Building Control Officers be temporarily executed by one of the two Assistant Building Control Officers to be assigned by the Manager: Building Control in collaboration with the Manager: Land Development Management; and
4. The appointment of Mr. Charl Pietersen as BCO during April 2019 be rescinded.

Meeting: Council-30/06/2023	Submitted by Department: Corporate and Planning Services		
Ref No: 4/6/3	Author/s: C Pietersen		
Coll No: 2054381	Referred from: MC - 21/06/2023		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-4	Implement decision	ED: Corporate and Planning Services	

9.7 APPOINTMENT OF MEMBERS OF THE DRAKENSTEIN HERITAGE ADVISORY COMMITTEE
AANSTELLING VAN LEDE VAN DIE DRAKENSTEIN ERFENIS ADVIESKOMITEE
UKUTYUNJWA KWAMALUNGU EKOMITI ENGCEBISO NGELIFA LEMVELI YASE DRAKENSTEIN

This item was withdrawn.

Meeting: Council-30/06/2023	Submitted by Department: Corporate and Planning Services		
Ref No: 3/3/1/3/8/4	Author/s: C Theunissen		
Coll No: 2054185	Referred from: MC-21/06/2023		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
	Re-submit item	ED: Corporate and Planning Services	

9.8 2022/2023 REPORT ON IRREGULAR EXPENDITURE
2022/2023 VERSLAG OOR ONREËLMATIGE UITGAWE
2022/2023 INGXELO YOKUSEBENZISA EXAMNYE NOMTHETHO NENKCITHO

The MPAC Chairperson proposed an amendment to the amount in point 3 of the recommendation to R422,415. The amendment was unanimously approved.

UNANIMOUSLY RESOLVED that

1. The irregular expenditure amount of R1,435,277 as disclosed in note 53 of the 2021/2022 audited annual financial statements be certified and condoned;
2. The irregular expenditure amount of R2,314,534 as disclosed in note 53 of the 2021/2022 audited annual financial statements be certified and condoned; and

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3. The irregular expenditure amount of R422,415 to be disclosed in note 53 for the 2022/2023 financial year be certified and condoned.

Meeting: Council-30/06/2023 Ref No: 5/12/2/6 (2022/2023) Coll No: 2057057		Submitted by Department: Financial Services Author/s: B Brown Referred from: MPAC-15/06/2023	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-3	Implement decision	Chief Financial Officer	

9.9 COUNCILLORS' OUTSTANDING DEBT REPORT AS AT 31 MAY 2023

RAADSLEDE SE UITSTAANDE SKULDVERSLAG SOOS OP 31 MEI 2023

INGXELO YAMATYALA YOCEBA NGOBUNJALO NGOMHLA 31 MEYI 2023

UNANIMOUSLY RESOLVED that

The contents of the report be noted.

Meeting: Council-30/06/2023 Ref No: 9/1/1/4 Coll No: 2054524		Submitted by Department: Financial Services Author/s: A Abrahams Referred from: MC -21/06/2023	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

9.10 MUNICIPAL FINANCE MANAGEMENT ACT: SECTION 71 MONTHLY BUDGET MONITORING REPORT FOR MAY 2023

MUNISIPALE WET OP BESTUUR VAN FINANSIES: ARTIKEL 71 MAANDELIKSE BEGROTINGSMONITERINGSVERSLAG VIR MEI 2023

UMTHETHO WOLAWULO LWEMALI KAMASIPALA: ICANDELO 71 INGXELO YOKUJONGA UHLAHO LWABIWO-MALI LWENYANGA MEYI 2023

UNANIMOUSLY RESOLVED that

- The content of the section 71 monthly budget monitoring report for May 2023 and the supporting documentation be noted;
- The section 71 monthly budget monitoring report for May 2023 was submitted to the Executive Mayor; National Treasury and Provincial Treasury on 14 June 2023, being the 10th working day after the end of May 2023; and
- It be noted that an adjustments budget might be tabled in June 2023 due to the under recovery of electricity revenue due to increased stages of load shedding.

Meeting: Council-30/06/2023 Ref No: 9/1/1/4 Coll No: 2055943		Submitted by Department: Financial Services Author/s: A Viola Referred from: MC -21/06/2023	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

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9.11 APPROVAL OF THE 5TH SPECIAL ADJUSTMENTS BUDGET FOR THE 2022/2023 FINANCIAL YEAR

GOEDKEURING VAN DIE 5DE SPESIALE AANSUIWERINGSBEGROTING VIR DIE 2022/2023 FINANSIËLE JAAR

UKUVUNYELWA KOHLAHLLO LWABIWO MALI LWESIHLANU LWESIHLANU OLULODWA KUNYAKA-MALI 2022/2023

UNANIMOUSLY RESOLVED that

1. The total operating revenue of R2,850,196,396 for the 2022/2023 financial year as set out in Table 1 of the Special Adjustments Budget Report be approved;
2. The operating expenditure of R2,817,932,710 for the 2022/2023 financial year as set out in Table 2 of the Special Adjustments Budget Report be approved;
3. The capital budget expenditure of R196,053,922 for the 2022/2023 financial year as set out in Table 4 of the Special Adjustments Budget Report be approved;
4. The capital expenditure of R196,053,922 to be funded by the following revenue sources as set out in Table 5 of the Special Adjustments Budget Report be approved:
 - 4.1 Capital Replacement Reserve (CRR) (R76,875,531);
 - 4.2 Secured grants to be received from national government, provincial government and other donors (R90,359,828); and
 - 4.3 Developers Contributions (R28,818,563).
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 1 to the Special Adjustments Budget Report be approved.

Meeting: Council-30/06/2023		Submitted by Department: Financial Services	
Ref No: 5/2/2		Author/s: L Crotz	
Coll No: 2056722		Referred from: MC -21/06/2023	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-6	Implement decision	Chief Financial Officer	



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9.12 REPORT ON TENDER AWARDS: MAY 2023

VERSLAG OOR TENDERTOEKENNINGS: MEI 2023

INGXELO NGONIKEZELO LWETHENDA: UCANZIBE 2023

UNANIMOUSLY RESOLVED that

1. The awards above R200,000 that were adjudicated by the Bid Adjudication Committee for the month of May 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: Council-30/06/2023	Submitted by Department: Financial Services
Ref No: 8/1/2/1	Author/s: C Hess
Coll No: 2054862	Referred from: MC -21/06/2023
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:

9.13 REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: MAY 2023

VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: MEI 2023

**INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA
KWINKQUBO ZOKUFUMANA: UCANZIBE 2023**

The Executive Mayor requested a report to be submitted to Council on the operations of the soup kitchens at the various wards by July 2023.

UNANIMOUSLY RESOLVED that

1. In terms of paragraph 36(2) of the SCM Policy, the deviations and the reasons for the deviations for the amount of R2,457,970 (incl. VAT) for May 2023 as recorded by the Accounting Officer under the annexures to this report, be noted; and
2. The Chief Financial Officer record the accumulated deviation amount of R30,917,134 (incl. VAT) for the financial year in the notes to the 2022/2023 annual financial statements as required by legislation.

Meeting: Council-30/06/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/5	Author/s: C Hess
Coll No: 2055056	Referred from: MC -21/06/2023
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:



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9.14 DRAFT IMPROVEMENT AREAS BYLAW
KONSEP AREA VERBETERINGS VERORDENING
UYILO LOMTHETHO KAMASIPALA WEENDAWO EZIKHETHEKILEYO

A workshop with councillors on the Bylaw will be held after the public participation process.

UNANIMOUSLY RESOLVED that

1. The approved Drakenstein Municipality Establishment of Improvement Districts Bylaw, published in Provincial Gazette No. 5932 of 4 October 2002 be repealed; and
2. The Draft Improvements Areas Bylaw (Annexure A to the departmental report) be advertised for public comment after which it will return to Council for final approval taking in consideration comments received.

Meeting: Council-30/06/2023	Submitted by Department: Financial Services		
Ref No: 1/5/2/35 (2022/2023)	Author/s: B Brown		
Coll No: 2059544	Referred from: MC-21/06/2023		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-2	Implement decision	Chief Financial Officer	

9.15 FINAL APPROVAL OF LEASE OF THE MUNICIPAL PROPERTY SITUATED ON ERF 1113 WELLINGTON (WARD 2)
FINALE GOEDKEURING VIR VERHURING VAN MUNISIPALE EIENDOM GELEË OP ERF 1113 WELLINGTON (WYK 2)
IMVUME YOKUGQIBELA YOKUQESHA IPROPATI KAMASIPALA SIZA 1113 WELLINGTON (WADI 2)

UNANIMOUSLY RESOLVED that

1. In terms of Regulation 34 of the Municipal Asset Transfer Regulations read together with Paragraph 11 of the Asset Transfer Policy (2021), **approval** be granted for the lease of the municipal property situated on a portion of Erf 1113 Wellington, known as the "Cricket Clubhouse", and which portion excludes any sport fields at the Pen Basson sportsgrounds, to Wellington Cricket Club for a period of 2 (two) years for sport related purposes, subject to the normal lease conditions as well as the following further conditions:
 - 1.1 The property be leased at a subsidised rental amount of R503.10 per month (VAT excluded, 4% escalation per annum included);



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- 1.2 The subject property only be used for sport related purposes and no other purpose, noting that the subject property may not be sub-leased for private functions;
- 1.3 The Wellington Cricket Club must sub-lease the clubhouse to Bergriver Cricket Club for utilising the clubhouse when Bergriver Cricket Club has matches at the Pen Basson field and the sub-rental fee per individual booking may not exceed 30% of the monthly rental payable by the Wellington Cricket Club to the Municipality; and
- 1.4 All administrative, technical and legal requirements be adhered to.

Meeting: Council-30/06/2023		Submitted by Department: Corporate and Planning Services	
Ref No: 15/4/1 (1113) W		Author/s: N Williams	
Coll No: 2039675		Referred from: MC-21/06/2023	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1	Implement decision	ED: Corporate and Planning Services	

9.16 PROPOSED ALIENATION OF A PORTION OF ERF 2097 (ROAD RESERVE), SITUATED ON THE CORNER OF MAIN AND COMMISSIONER STREETS, WELLINGTON TO THE ADJACENT LANDOWNER (WARD 18)
VOORGESTELDE VERVREEMDING VAN 'N GEDEELTE VAN ERF 2097 (PADRESERWE), GELEË OP DIE HOEK VAN HOOF- EN COMMISSIONERSTRATE, WELLINGTON AAN DIE AANGRENSENDE GRONDEIENAAR (WYK 18)
ISINDULULO SOPHEPELO LWESIZA 2097 (INDLELA EGCINIWEYO), IMI KWIKONA YE MAIN NE COMMISSIONER STREETS, WELLINGTON UKUYA KUMNINI-MHLABA OKUFUTSHANE (WADI 18)


UNANIMOUSLY RESOLVED that

1. In terms of Section 14 of the MFMA Council resolves that:
- 1.1 The subject property is not needed to provide the minimum level of basic municipal services; and
- 1.2 The fair market value of the asset and the economic and community value to be received in exchange for the asset has been considered.



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2. In terms of Section 14 of the Municipal Finance Management Act (Act 56 of 2003) **approval** be granted for the alienation of a portion of Erf 2097 Wellington (road reserve), situated on the corner of Main and Commissioner Streets, measuring approximately 68m² in extent for consolidation with the adjacent residential property (situated on Remainder Erf 600 Wellington) as well as rectifying the current unintended encroachment on the road reserve at a market related selling price of R38,800.00 (R570.59/m²) (VAT excluded) as determined by an independent valuer, subject to the standard conditions of sale and the following further conditions:
- 2.1 Only the road reserve portion alongside the eastern edge of the existing stoep with a splay to the Commissioner Street boundary be alienated;
 - 2.2 The applicant will be responsible for obtaining of all required land use planning approvals at own cost;
 - 2.3 No alterations or amendments to the existing structures may be done without the necessary authorisation, including building plan approval. Should any alterations to the existing structures be envisioned, the owner must consult with Heritage Western Cape and the Municipality prior to the submission of any application for the envisioned alterations or amendments;
 - 2.4 Any proposed amendments to the façade of the existing building or the interface with Main Street must be in line with the general architectural profile on Main Street;
 - 2.5 The water meter must be relocated within the proposed erf boundary. The relocation will be undertaken by the municipal Water Services Division at the cost of the purchaser. All paving should be removed by the purchaser and reinstated after work has been completed; and
 - 2.6 All other conditions imposed by the technical departments be adhered to.
3. In terms of paragraph 13 of the Asset Transfer Policy the subject property cannot be used as an individual property and transacted with independently and may therefore be alienated to the adjacent landowner.

Meeting: Council-30/06/2023		Submitted by Department: Corporate and Planning Services	
Ref No: 15/4/1 (600) W		Author/s: F Williams	
Coll No: 2041730		Referred from: MC-21/06/2023	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-3	Implement decision	ED: Corporate and Planning Services	

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9.17	PROPOSED ALIENATION OF ERF 6823 WELLINGTON, AN ENDOWMENT ERF, FOR RESIDENTIAL DEVELOPMENT PURPOSES (WARD 29)
	VOORGESTELDE VERVREEMDING VAN ERF 6823 WELLINGTON, 'N BEGIFTIGINGSERF, VIR RESIDENSIËLE DOELEINDES (WYK 29)
	ISINDULULO SOKUPHEPHELA SESIZA 6823 E WELLINGTON, AN ENDOWMENT ERF, KUSENZELWA UPHUHLISO LWENDAWO SOKUHLALA (WADI 29)

UNANIMOUSLY RESOLVED that

1. In terms of Section 14 of the MFMA *in principle approval* be granted for the alienation of Erf 6823 Wellington, at a market related selling price, via a public auction, for residential purposes, subject to the normal conditions of sale as well as the following conditions:
 - 1.1 The site be utilised for residential purposes only, in accordance with its current zoning;
 - 1.2 All costs related to the registration of transfer process will be for the account of the successful bidder; and
 - 1.3 The transaction be subject to all requirements to be determined by the technical departments.
2. A market related valuation be obtained in respect of the site in order to determine the reserve price and that the amount be set as the minimum offer to be accepted by the Municipality;
3. The proposed transaction be advertised for comments and objections; and
4. The transactions be subject to the usual conditions of sale, including development and pre-emptive rights in order to ensure that development takes place within a reasonable timeframe.

Meeting: Council-30/06/2023	Submitted by Department: Corporate and Planning Services
Ref No: 15/4/1 (6823) W	Author/s: N October
Coll No: 2055689	Referred from: MC-21/06/2023
PAR:	ACTION:
1-4	Implement decision
	RESPONSIBLE DEPARTMENT:
	ED: Corporate and Planning Services
	DUE DATE:



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9.18 PROPOSED ALIENATION OF A PORTION OF ERF 593 PAARL, FOR MIXED USE DEVELOPMENT AND COINCIDING RELOCATION OF CERTAIN SPORT FACILITIES (WARD 19)

VOORGESTELDE VERVREEMDING VAN 'N GEDEELTE VAN ERF 593 PAARL VIR GEMENGDE GEBRUIK ONTWIKKELING ASOOK GEPAARDGAANDE VERSKUIWING VAN SEKERE SPORT FASILITEITE (WYK 19)

ISINDULULO SOKUPHEPHELA KWECEBA LESIZA 593 PAARL, KUPHUHLISO OLUDIBENEYO KUNYE NOKUQHUBEKA KOKUMISWA KWEZIBONELELO ZEMIDLALO EZITHILE (WADI 19)

UNANIMOUSLY RESOLVED that

This item was referred back.

Meeting: Council-30/06/2023	Submitted by Department: Corporate and Planning Services
Ref No: 15/4/1 (593) W	Author/s: N October/ W Hendricks
Coll No: 2015007	Referred from: MC-21/06/2023
PAR:	ACTION:
	Re-submit item
	RESPONSIBLE DEPARTMENT:
	ED: Corporate and Planning Services
	DUE DATE:

9.19 REPLACEMENT OF FORMER COUNCILLOR PT DE VILLIERS BY COUNCILLOR JNH STOFFELS AS PROPORTIONAL MEMBER OF THE MUNICIPAL COUNCIL

VERVANGING VAN VORIGE RAADSLID PT DE VILLIERS DEUR RAADSLID JNH STOFFELS AS PROPORSIONELE VERTEENWOORDIGER OP DIE MUNISIPALE RAAD

IKUTSHINTSHWA OWAYE SAKUBA NGUCEBA PT DE VILLIERS NGU CEBA JNH STOFFELS NJENGOMELE ELILUNGU LWEBHUNGA LOMASIPALA

UNANIMOUSLY RESOLVED that

The replacement of Mr Peter Thomas de Villiers by Councillor Johannes Nicolaas Hendrik Stoffels as representative of the GOOD party on the Drakenstein Municipal Council, as from 21 June 2023, be noted.

Meeting: Council-30/06/2023	Submitted by Department: Corporate and Planning Services
Ref No: 3/8/1	Author/s: F Goosen
Coll No: 2059694	Referred from:
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
30 JUNE 2023**

9.20 REPLACEMENT OF FORMER COUNCILLOR M JACOBS BY COUNCILLOR C DE WAAL AS PROPORTIONAL MEMBER OF THE MUNICIPAL COUNCIL

VERVANGING VAN VORIGE RAADSLID M JACOBS DEUR RAADSLID C DE WAAL AS PROPORSIONELE VERTEENWOORDIGER OP DIE MUNISIPALE RAAD

IKUTSHINTSHWA OWAYE SAKUBA NGUCEBA M JACOBS NGU CEBA C DE WAAL NJENGOMELE ELILUNGU LWEBHUNGA LOMASIPALA

UNANIMOUSLY RESOLVED that

The replacement of Mr Michael Jacobs by Councillor Charlse de Waal as representative of the Concerned Drakenstein Residents (CDR) party on the Drakenstein Municipal Council, as from 21 June 2023, be noted.

Meeting: Council-30/06/2023	Submitted by Department: Corporate and Planning Services
Ref No: 3/8/1	Author/s: F Goosen
Collab No: 2059687	Referred from:
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:

9.21 PRIVACY POLICY

PRIVAATHEIDSBELEID

UMTHETHO WABUCALA

UNANIMOUSLY RESOLVED that

The Privacy Policy be adopted.

Meeting: Council-30/06/2023	Submitted by Department: Corporate and Planning Services
Ref No: 10/1/B	Author/s: N October
Collab No: 2008613	Referred from: Council - 09/12/2022
PAR:	ACTION:
1-3	1. Implement decision
	2. Place on intranet and update policy folder
	3. Place on website
	RESPONSIBLE DEPARTMENT:
	1. ED: Corporate and Planning Services
	2. Administration
	3. Communication
	DUE DATE:

9.22 ORGANISATIONAL STRUCTURE REVIEW - 2023

ORGANISASIESTRUKTUUR OORSIG - 2023

UKUHLAZIYWA KWEZAKHIWO ZOMBUTHO - 2023

UNANIMOUSLY RESOLVED that

- The functional macro organisational structure changes in the illustration (Annexure A to the departmental report) be approved;



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DRAKENSTEIN MUNICIPALITY
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30 JUNE 2023

2. It be noted that the final restructuring of the new Department will only be finalised and operationalised after the appointment of the new Executive Director: Public Safety;
3. The City Manager in consultation with the Executive Mayor, subject to the necessary consultation process with staff and unions, where and if required is authorised to:
 - 3.1 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 Chief Financial Officer certifies that savings are available on the approved salary budget;
 - 3.2 Approve movements of functions and posts within departments and between departments to improve optimal workflow and service delivery;
 - 3.3 Approve abolishment of vacant posts;
 - 3.4 Approve the re-instatement of abolished posts subject to the abolishment of another post at the same or higher task level;
 - 3.5 Approve reporting line changes;
 - 3.6 Approve unbundling of functions to improve service delivery, and
 - 3.7 Approve minor changes to the structure that will enhance service delivery as guided by the staff regulations.
4. The Micro Structure of the Public Safety Department will be reviewed once the Executive Director Public Safety has been appointed.

Meeting: Council-30/06/2023	Submitted by Department: Corporate and Planning Services		
Ref No: 4/2/4	Author/s: K Begbie		
Collab No. 2059878	Referred from:		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-3	Implement decision	ED: Corporate and Planning Services	



**DRAKENSTEIN MUNICIPALITY
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9.23 ACTING, SECONDMENT AND ADDITIONAL ALLOWANCE POLICY
WAARNEMING, SEKONDERING EN ADDISIONELE TOELAE BELEID
UMGAQO-NKQUBO WOMTHETHO, WOKUMIKEZELA KUNYE NEYONGEZIWEYO

UNANIMOUSLY RESOLVED that

The amended Policy be adopted.

Meeting: Council-30/06/2023	Submitted by Department: Corporate and Planning Services		
Ref No: 4/B	Author/s: T van der Westhuizen		
Collab No: 2037433	Referred from:		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-3	<ol style="list-style-type: none"> 1. Implement decision 2. Place on intranet and update policy folder 3. Place on website 	<ol style="list-style-type: none"> 1. ED: Corporate and Planning Services 2. Administration 3. Communication 	

9.24 OVERTIME POLICY
OORTYDBELEID
UMGAQO-NKQUBO WOKUSEBENZA EMVENI KWEXESHA

UNANIMOUSLY RESOLVED that


The amended Overtime Policy be adopted.

Meeting: Council-30/06/2023	Submitted by Department: Corporate and Planning Services		
Ref No: 4/B	Author/s: T van der Westhuizen		
Collab No: 2058978	Referred from:		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-3	<ol style="list-style-type: none"> 1. Implement decision 2. Place on intranet and update policy folder 3. Place on website 	<ol style="list-style-type: none"> 1. ED: Corporate and Planning Services 2. Administration 3. Communication 	

9.25 PROBATION POLICY
PROEFBELEID
UMGAQO-NKQUBO WOKULINGWA

UNANIMOUSLY RESOLVED that

The amended Probation Policy be adopted.

Meeting: Council-30/06/2023	Submitted by Department: Corporate and Planning Services		
Ref No: 4/B	Author/s: T van der Westhuizen		
Collab No: 2037367	Referred from:		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-3	<ol style="list-style-type: none"> 1. Implement decision 2. Place on intranet and update policy folder 3. Place on website 	<ol style="list-style-type: none"> 1. ED: Corporate and Planning Services 2. Administration 3. Communication 	

**DRAKENSTEIN MUNICIPALITY
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30 JUNE 2023**

9.26 RECRUITMENT AND SELECTION POLICY

WERWING EN KEURINGSBELEID

UMGAQO-NKQUBO WOKUQESHA NOKUKHETHA

UNANIMOUSLY RESOLVED that

The amended Recruitment and Selection Policy be adopted.

Meeting: Council-30/06/2023 Ref No: 4/B Collab No: 2058708	Submitted by Department: Corporate and Planning Services Author/s: T van der Westhuizen Referred from:
PAR: 1-3	ACTION: 1. Implement decision 2. Place on intranet and update policy folder 3. Place on website
RESPONSIBLE DEPARTMENT: 1. ED: Corporate and Planning Services 2. Administration 3. Communication	DUE DATE:

9.27 STANDBY ALLOWANCE POLICY

BYSTANDTOELAE BELEID

UMGAQO-NKQUBO WEZIBONELELO ZOKULINDISA

UNANIMOUSLY RESOLVED that

The amended Standby Allowance Policy be adopted.

Meeting: Council-30/06/2023 Ref No: 4/B Collab No. 2058917	Submitted by Department: Corporate and Planning Services Author/s: T van der Westhuizen Referred from:
PAR: 1-3	ACTION: 1. Implement decision 2. Place on intranet and update policy folder 3. Place on website
RESPONSIBLE DEPARTMENT: 1. ED: Corporate and Planning Services 2. Administration 3. Communication	DUE DATE:

9.28 TRAINING AND DEVELOPMENT POLICY

OPLEIDING EN ONTWIKKELINGSBELEID

UMGAQO-NKQUBO WOQEQESHO NOPHUHLISO

UNANIMOUSLY RESOLVED that

The amended Training and Development Policy be approved.

Meeting: Council-30/06/2023 Ref No: 4/7/P Collab No. 2032963	Submitted by Department: Corporate and Planning Services Author/s: M Sibeko Referred from:
PAR: 1-3	ACTION: 1. Implement decision 2. Place on intranet and update policy folder 3. Place on website
RESPONSIBLE DEPARTMENT: 1. ED: Corporate and Planning Services 2. Administration 3. Communication	DUE DATE:

**DRAKENSTEIN MUNICIPALITY
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9.29 MENTORING POLICY**MENTORSKAPBELEID****UMGAQO-NKQUBO WOKUFUNDISA****UNANIMOUSLY RESOLVED that**

The new Mentoring Policy be approved.

Meeting: Council-30/06/2023	Submitted by Department: Corporate and Planning Services		
Ref No: 4/7/P	Author/s: M Sibeko		
Collab No: 2032992	Referred from:		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-3	<ol style="list-style-type: none"> 1. Implement decision 2. Place on intranet and update policy folder 3. Place on website 	<ol style="list-style-type: none"> 1. ED: Corporate and Planning Services 2. Administration 3. Communication 	

10. NOTICES OF MOTIONS AND QUESTIONS**OORWEGING VAN MOSIES EN VRAE****UKUQWALASELWA KWEZAZISO ZEZIPHAKAMISO KUNYE NEZAZISO ZEMIBUZO**

The Speaker clarified the interpretation of Order Rule 36 and once again informed the Council regarding the 14 June 2023 promulgated Regulations to the Code of Conduct of Council Members, as already distributed.

11. SUPPLEMENTARY AGENDA**AANVULLENDE AGENDA****I AJENDA EYONGEZIWEYO****11.1 PROPOSED DRAFT DRAKENSTEIN HOUSE SHOP POLICY****VOORGESTELDE KONSEP DRAKENSTEIN HUISWINKELBELEID****ISINDULULO SOYILO LOMGAQO NKQUBO WEVENKILE EZISEZINDLINI E DRAKANSTEIN****UNANIMOUSLY RESOLVED that**

The resolution taken by the Mayoral Committee on 21 June 2023 be noted.

Meeting: Council-30/06/2023	Submitted by Department: Corporate and Planning Services		
Ref No: 1/P	Author/s: R Mowzer		
Coll No: 2054203	Referred from: MC-21/06/2023		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:



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DRAKENSTEIN MUNICIPALITY
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30 JUNE 2023

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.

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

See confidential minutes.

12.3 WRITING-OFF OF IRRECOVERABLE DEBT: MAY 2023
AFSKRYWING VAN ONINVORDERBARESKULDVERSLAG – MEI 2023
INGXELO YOKUCINYWA KWAMATYALA ANGAHLAWULWAYO – UCANZIBE 2023

See confidential minutes.

Meeting: Council– 30/06/2023	Submitted by Department: Financial Services
Ref No: 5/15/1	Author/s: A Abrahams
Coll No: 2053999	Referred from: MC –21/06/2023
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:

12.4 IMPLEMENTATION PROGRESS REPORT ON MUNICIPAL MINIMUM COMPETENCY LEVELS (MMCL) FOR SENIOR MANAGERS: JUNE 2023
MAANDELIKSE IMPLEMENTERINGSVORDERINGSVERSLAG OOR MUNISIPALE MINIMUM KOMPETENSIE (MMKV) VIR SENIOR BESTUURDERS: JUNIE 2023
INGXELO YENKQUBO YOKUPHUNYEZWA KUMAZINGA OBUCHULE KAMASIPALA (MMCL) KUKUBAPHATHI ABAPHEZULU: JUNI 2023

See confidential minutes.

Meeting: Council– 30/06/2023	Submitted by Department: Corporate and Planning Services
Ref No: 1/4/9	Author/s: M Sibeko
Coll No: 2058629	Referred from:
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:

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12.5 APPOINTMENT EXECUTIVE DIRECTOR: ENGINEERING SERVICES
AANSTELLING UITVOERENDE DIREKTEUR: INGENIEURSDIENSTE
UKUQESHWA KOMLAWULI WESIGQEBA: IINKONZO ZOBUNJINELI

See confidential minutes.

Meeting: Council- 30/06/2023	Submitted by Department: Corporate and Planning Services		
Ref No: 4/6/3/1	Author/s: S Johaar		
Coll No: 2059927	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

12.6 ANNUAL PERFORMANCE ASSESSMENT RESULTS FOR THE 2021/2022 FINANCIAL YEAR: CITY MANAGER AND SECTION 56 MANAGERS
JAARLIKSE PRESTASIE ASSESSERINGS RESULTATE VIR DIE 2021/2022 FINANSIËLE JAAR: STADSBESTUURDER EN ARTIKEL 56 BESTUURDERS
IZIPHUMO ZOVAVANYO LONYAKA WOKUSEBENZA KONYAKA-MALI 2021/2022: UMPHATHI WESIXEKO NAKUBAPHATHI BECANDELO 56

See confidential minutes.

Meeting: Council- 30/06/2023	Submitted by Department: IDP/PM		
Ref No: 2/2/5	Author/s: C September		
Coll No: 2057339	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

The meeting ended at 13:56.

CHAIRPERSON:

J. F. le Rouse

DATE:

31/7/2023

Confirmed ~~with~~/without amendments.

PJ/rs



COUNCIL MEETING

Date: 30 June 2023

Time: 09:30

Venue: Council Chambers

SURNAME	NAME	TITLE	SIGNATURE
ADAMS	JH	CLLR	<i>[Signature]</i>
ADRIAANSE	MM	ALD	<i>[Signature]</i>
ALBERTYN	P	CLLR	Apology
ANDERSON	JV	CLLR	<i>[Signature]</i>
ANDREAS	MA	CLLR	<i>[Signature]</i>
APPOLLIS	AMB	CLLR	<i>[Signature]</i>
ARENDSE	LC	CLLR	<i>[Signature]</i>
ARNOLDS	RB	CLLR	R. Arnolds
BARON	E	CLLR	<i>[Signature]</i>
BESTER	TG	CLLR	<i>[Signature]</i>
BOLANI	LE	CLLR	Apology
BOOYSEN	VC	CLLR	V. Booysen
CAROLISSEN	D	CLLR	<i>[Signature]</i>
COMBRINK	GC	ALD	<i>[Signature]</i>
CUPIDO	FP	CLLR	Apology
CUPIDO	PBA	CLLR	<i>[Signature]</i>
CYSTER		CLLR	<i>[Signature]</i>

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CHIEF EXECUTIVE / SWEEP
CLLR/ RDL CHRISTEPHINE KELENS
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31/07/2023

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 customercare@drakenstein.gov.za
 Civic Centre, Berg River Boulevard, Paarl 7646

SURNAME	NAME	TITLE	SIGNATURE
DE KOCK	J	CLLR	<i>[Signature]</i>
DU PLESSIS	AJ	CLLR	<i>[Signature]</i>
DUBA	BP	CLLR	<i>[Signature]</i>
DE WAAL	C	CLLR	<i>[Signature]</i>
FOURIE	A	CLLR	<i>[Signature]</i>
GANANDANA	S	CLLR	<i>[Signature]</i>
GERTSE	KJ	CLLR	<i>[Signature]</i>
GODONGWANA	N	CLLR	<i>[Signature]</i>
GOUWS	E	ALD	<i>[Signature]</i>
GRAVEL	S	CLLR	<i>[Signature]</i>
JACOBS	B	CLLR	<i>[Signature]</i>
JACOBS	CM	CLLR	<i>[Signature]</i>
JACOBS	F	CLLR	<i>[Signature]</i>
KEARNS	C	CLLR	<i>[Signature]</i>
KLAASTE	CO	CLLR	<i>[Signature]</i>
KOEGELENBERG	RA	ALD	<i>[Signature]</i>
KORABIE	S	CLLR	<i>[Signature]</i>
KROUTZ	C	CLLR	<i>[Signature]</i>
KULSEN		CLLR	<i>[Signature]</i>
LANDSBERG		CLLR	<i>[Signature]</i>

LANDSBERG OF THE / KANTOOR VAN DIE
 OFFICE OF THE CHIEF WHIP/HOOF SWEEF G
 CLLR R. CHRISTEPHINE KEARNS
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[Signature]
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SURNAME	NAME	TITLE	SIGNATURE
LANDU	L	CLLR	Apology
LE ROUX	JF	ALD	JF Roux
LIEBENBERG	SJ	CLLR	SJ Liebenberg
MANGENA	TC	CLLR	TC Mangena
MATTHEE	LC	CLLR	Apology
MILLER	J	CLLR	J Miller
MOOI	TP	CLLR	TP Mooi
NELL	RH	CLLR	RH Nell
NONGOGO (WANA)	N	CLLR	N Nongogo
POOLE	CJ	ALD	CJ Poole
RICHARDS	AM	CLLR	AM Richards
ROSS	S	CLLR	Apology
SAMBOKWE	LS	CLLR	LS Sambokwe
SAUERMAN	ND	CLLR	ND Sauerma
SEPTEMBER	JA	CLLR	JA September
SMIT	J	CLLR	Apology
SOLOMONS	EA	CLLR	EA Solomons
STOFFELS	JNH	CLLR	JNH Stoffels
STOWMAN	A	ALD	A Stowman
STULWENI		CLLR	A

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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	
ZOYA	N	CLLR	
ZWINYE	M	CLLR	

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CLLR/ RDL CHRISTEPHINE KEARNS
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3/07/2023



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 AND PLANNING SERVICES	
MR L PIENAAR - MANAGER ACTING: P. MANUSKRAAL EXECUTIVE DIRECTOR: ENGINEERING SERVICES	
Cindy September	
Rozal Joffe	
R. NAUTAAR AC	
N October	
R Goldenhuys	

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CLLR/ RDL CHRISTEPHINE KEARNS
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