

## DRAKENSTEIN MUNICIPALITY

## MINUTES: MAYORAL COMMITTEE

ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON WEDNESDAY, 21 JUNE 2023 AT 10:00.

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

**Councillors:** M A Andreas  
T G Bester  
L C Arendse  
Ald E Gouws  
J Miller  
A M B Appollis  
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 and Planning Services)  
Mr L Pienaar (Acting Executive Director: Engineering Services)  
Ms R Jaftha (Chief Audit Executive)  
Ms N October (Senior Manager: Legal and Administrative Services)  
Mr E Saayman (Senior Manager: Community Development and Library 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)

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## DRAKENSTEIN MUNICIPALITY

## MINUTES: MAYORAL COMMITTEE

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

- |    |   |   |              |
|----|---|---|--------------|
| 1. | Councillor E Baron                                | - | Apology;     |
| 2. | Councillor LT van Niekerk                         | - | Apology; and |
| 3. | Mr G Esau, Executive Director: Community Services | - | Apology.     |

**2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR**

The Executive Mayor wished Ms C Smith well with her new endeavours and welcomed Ms P Barends, who has been appointed in place of Ms Smith, to the meeting.

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

The City Manager, Chief Financial Officer and Executive Directors in terms of Item 14.3 on the Confidential Agenda.

**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 24 May 2023; and
- ii. Confidential meeting held on 24 May 2023.



## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
21 JUNE 20236. CORPORATE SERVICES

6.1	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)

**RECOMMENDED 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);
  - 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: MC – 21/06/2023	Submitted by Department: Corporate and Planning Services
Ref No: 15/4/1 (1113) W	Author/s: N Williams
Coll No: 2039675	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>



## DRAKENSTEIN MUNICIPALITY

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21 JUNE 2023

**6.2 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 SOPHEPHELO LWESIZA 2097 (INDLELA EGCINIWEYO), IMI KWIKONA YE MAIN NE COMMISSIONER STREETS, WELLINGTON UKUYA KUMNINI-MHLABA OKUFUTSHANE (WADI 18)**

An amendment was made to recommendations 2.4.

**RECOMMENDED 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.
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 68m<sup>2</sup> 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/m<sup>2</sup>) (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;



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- 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: MC – 21/06/2023		Submitted by Department: Corporate and Planning Services	
Ref No: 15/4/1 (600) W		Author/s: F Williams	
Coll No: 2041730		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
21 JUNE 2023**7. GOVERNANCE AND COMPLIANCE****7.1 RE-APPOINTMENT OF AN AUDIT COMMITTEE MEMBER****HERAANSTELLING VAN OUDITKOMITEE LID****UKUQHESWA KWAKHONA KWELUNGU LEKOMITI YOPHICOTHO-ZINCWADI****RECOMMENDED that**

Council approve 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.

Meeting: MC – 21/06/2023	Submitted by Department: Internal Audit
Ref No: 3/3/1/3/9/1	Author/s: R Jaftha
Coll No: 2050963	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

**7.2 AUDIT COMMITTEE FEE INCREASE 2023/24****OUDITKOMITEE FOOI VERHOGING 2023/24****UNYUSO MRHUMO WEKOMITI YOPHICOTHO-ZINCWADI NGO 2023/24****RECOMMENDED that**

Council approve the following in respect of the remuneration of Audit Committee members as from 01 July 2023:

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 an 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



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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: MC – 21/06/2023	Submitted by Department: Internal Audit
Ref No: 3/3/1/3/9/1	Author/s: R Jaftha
Coll No: 2051036	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

<b>7.3 AUDIT COMMITTEE REPORT</b>
<b>OUUDITKOMITEE VERSLAG</b>
<b>INGXELO YEKOMITI YOPHICOTHU-ZINCWADI</b>

**RECOMMENDED that**

Council note the report of the Audit Committee.

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

<b>7.4 OUTCOME OF THE ANNUAL AUDIT COMMITTEE PERFORMANCE ASSESSMENT 2022/23</b>
<b>UITSLAG VAN DIE JAARLIKSE OUDITKOMITEE PRESTASIE EVALUERING 2022/23</b>
<b>ISIPHUMO SOVAVANYO LOKUSEBENZA KWEEKOMITI YOPHICOTHU-ZINCWADI YONYAKA 2022/23</b>

**RECOMMENDED that**

Council note the outcome of the annual Audit Committee (AC) performance assessment.

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



## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
21 JUNE 2023**8. ENGINEERING SERVICES**

<b>8.1 REVISION OF EXPANDED PUBLIC WORKS PROGRAMME (EPWP) POLICY</b>
<b>WYSIGING VAN UITGEBREIDE OPENBARE WERKE PROGRAM (EPWP) BELEID</b>
<b>UHLAZIYO LWENKQUBO EYANDISIWEYO YEMISEBENZI KARHULUMENTE (EPWP)</b>

**RECOMMENDED that**

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

Meeting: MC – 21/06/2023	Submitted by Department: Engineering Services
Ref No: 5/B x 5/7/8/2	Author/s: P Pansegrouw
Coll No: 1969129	Referred from: Eng Serv Portf– 14/06/2023
<b>PAR:</b>	<b>ACTION:</b>
	<b>RESPONSIBLE DEPARTMENT:</b>
	<b>DUE DATE:</b>

<b>8.2 WATER SERVICES DEVELOPMENT PLAN FOR 2022-2027</b>
<b>WATERDIENSTE ONTWIKKELINGSPLAN VIR 2022-2027</b>
<b>ISICWANGCISO SOPHUHLISO LWEENKONZO ZAMANZI NGO-2022-2027</b>

**RESOLVED that**

The Final Water Service Development Plan (WSDP) for 2022-2027 be referred back.

Meeting: MC – 21/06/2023	Submitted by Department: Engineering Services
Ref No: 16/5	Author/s: A Kowalewski
Coll No: 2042075	Referred from: Eng Serv Portf– 14/06/2023
<b>PAR:</b>	<b>ACTION:</b>
	<b>RESPONSIBLE DEPARTMENT:</b>
	<b>DUE DATE:</b>





## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
21 JUNE 20239. PLANNING AND DEVELOPMENT

<b>9.1 PROPOSED DRAFT DRAKENSTEIN HOUSE SHOP POLICY</b>
<b>VOORGESTELDE KONSEP DRAKENSTEIN HUISWINKELBELEID</b>
<b>ISINDULULO SOYILO LOMGAQO NKQUBO WEVENKILE EZISEZINDLINI E DRAKENSTEIN</b>

**RESOLVED that**

1. The content of the report and annexures attached to the departmental report be noted;
2. The draft House Shop Policy (Annexure A to the departmental report), be adopted in principle in terms of Section 11(3)(a) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000);
3. The House Shop Policy (Annexure A to the departmental report) be published for public representation in terms of Section 12(3)(b) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000); and
4. The House Shop Policy (Annexure A to the departmental report) together with any comments or input received after the public commenting period, be submitted to Council for approval.

Meeting: MC – 21/06/2023	Submitted by Department: Corporate and Planning Services
Ref No: 1/P	Author/s: R Mowzer
Coll No: 2054203	Referred from: P&D Portf– 14/06/2023
<b>PAR:</b>	<b>ACTION:</b>
3-4	Implement decision
	<b>RESPONSIBLE DEPARTMENT:</b>
	ED: Corporate and Planning Services
	<b>DUE DATE:</b>



## DRAKENSTEIN MUNICIPALITY

## MINUTES: MAYORAL COMMITTEE

21 JUNE 2023

<b>9.2 APPOINTMENT OF MEMBERS OF THE DRAKENSTEIN HERITAGE ADVISORY COMMITTEE</b>
<b>AANSTELLING VAN LEDE VAN DIE DRAKENSTEIN ERFENIS ADVIESKOMITEE</b>
<b>UKUTYUNJWA KWAMALUNGU EKOMITI ENGCEBISO NGELIFA LEMVELI YASE DRAKENSTEIN</b>

**RECOMMENDED that**

1. The content of the report be noted;
2. The following persons be appointed to serve on the Drakenstein Heritage Advisory Committee for a period of three (3) years from the date of the first committee meeting:
  - 2.1 Dr R Annas;
  - 2.2 Ms A Fick;
  - 2.3 Mr J Kemp;
  - 2.4 Mr C Press; and
  - 2.5 Ms H van Niekerk.
3. Dr R Annas and Ms A Fick be appointed to serve as Chairperson and Deputy Chairperson of the Drakenstein Heritage Advisory Committee, respectively; and
4. All the applicants be informed of the Council's decision.

Meeting: MC – 21/06/2023	Submitted by Department: Corporate and Planning Services
Ref No: 3/3/1/3/8/4	Author/s: C Theunissen
Coll No: 2054185	Referred from: P&D Portf– 14/06/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>



## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
21 JUNE 2023

<b>9.3 DRAFT NEWTON, ROGGELAND AND VLAKKELAND LOCAL SPATIAL DEVELOPMENT FRAMEWORK (LSDF) (WARDS 8, 9, 11 AND 29)</b>
<b>KONSEP NEWTON, ROGGELAND EN VLAKKELAND PLAASLIKE RUIMTELIKE ONTWIKKELINGSRAAMWERK (PROR) (WYKE 8, 9, 11 EN 29)</b>
<b>UYILO E NEWTON, ROGGELAND NE-VLAKKELAND ISIKHOKELO SOPHUHLISO LWENGINGQI (LSDF) (WADI 8, 9, 11 KUNYE 29)</b>

**RESOLVED that**

1. The Draft Newton, Roggeland and Vlakkeland Local Spatial Development Framework (LSDF), attached as Annexure A to the departmental report, be approved for public participation; and
2. The notice inviting comments on the Draft LSDF be published in the Paarl Post and VARS, as well as the municipal social media platforms, in terms of Section 10(1) of the Drakenstein Bylaw on Municipal Land Use Planning, 2018.

Meeting: MC – 21/06/2023	Submitted by Department: Corporate and Planning Services
Ref No: 15/4/1	Author/s: W Hendricks
Coll No: 2054169	Referred from: P&D Portf– 14/06/2023
<b>PAR:</b>	<b>ACTION:</b>
1-2	Implement decision
	<b>RESPONSIBLE DEPARTMENT:</b>
	ED: Corporate and Planning Services
	<b>DUE DATE:</b>

<b>9.4 SMME SUPPORT INITIATIVES IN 2022-23</b>
<b>SMME ONDERSTEUNINGSINISIATIEWE IN 2022-23</b>
<b>AMALUNGISELELO ENKXASO YE SMME NGO-2022-23</b>

An amendment was made to the heading of the item.

**RESOLVED that**

The support provided to SMMEs by the Economic Development and Tourism Division in the 2022-2023 financial year as detailed in Annexure A to the departmental report be noted.

Meeting: MC – 21/06/2023	Submitted by Department: Corporate and Planning Services
Ref No: 15/7/3/2	Author/s: M Mlangeni
Coll No: 2052208	Referred from: P&D Portf– 14/06/2023
<b>PAR:</b>	<b>ACTION:</b>
	<b>RESPONSIBLE DEPARTMENT:</b>
	<b>DUE DATE:</b>



## DRAKENSTEIN MUNICIPALITY

## MINUTES: MAYORAL COMMITTEE

21 JUNE 2023**10. FINANCIAL SERVICES****10.1 INDIGENT HOUSEHOLD STATISTICS REPORT AS AT 31 MAY 2023****DEERNIS HUISHOUDING STATISTIEKEVERSLAG SOOS OP 31 MEI 2023****INGXELO YAMANANI YEZINDLU ZAMAHLWEMPU NGOBUNJALO NGOMHLA  
31 MEYI 2023****RESOLVED that**

The report be noted.

Meeting: MC – 21/06/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 2054892	Referred from: Finance Serv Portf-20/06/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

**10.2 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****RECOMMENDED that**

Council takes note of the contents of the report.

Meeting: MC – 21/06/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 2054524	Referred from: Finance Serv Portf-20/06/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>



## DRAKENSTEIN MUNICIPALITY

## MINUTES: MAYORAL COMMITTEE

21 JUNE 2023**10.3 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****RECOMMENDED that**

The following be approved:

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;
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;
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;
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:
  - 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. 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.

Meeting: MC – 21/06/2023	Submitted by Department: Financial Services
Ref No: 5/2/2	Author/s: L Crotz
Coll No: 2056722	Referred from: Finance Serv Portf-20/06/2023
<b>PAR:</b>	<b>ACTION:</b>
	<b>RESPONSIBLE DEPARTMENT:</b>
	<b>DUE DATE:</b>



## DRAKENSTEIN MUNICIPALITY

## MINUTES: MAYORAL COMMITTEE

21 JUNE 2023**10.4 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 UHLAHLA LWABIWO-MALI LWENYANGA MEYI 2023****RECOMMENDED that**

1. The content of the section 71 monthly budget monitoring report for May 2023 and the supporting documentation be noted;
2. It be noted that 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 10<sup>th</sup> working day after the end of May 2023; and
3. Council notes 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: MC – 21/06/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Viola
Coll No: 2055943	Referred from: Finance Serv Portf-20/06/2023
<b>PAR:</b>	<b>ACTION:</b>
	<b>RESPONSIBLE DEPARTMENT:</b>
	<b>DUE DATE:</b>

**10.5 REPORT ON TENDER AWARDS: MAY 2023****VERSLAG OOR TENDERTOEKENNINGS: MEI 2023****INGXELO NGONIKEZELO LWETHENDA: UCANZIBE 2023****RECOMMENDED that**

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



## DRAKENSTEIN MUNICIPALITY

**MINUTES: MAYORAL COMMITTEE  
21 JUNE 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: MC – 21/06/2023		Submitted by Department: Financial Services	
Ref No: 8/1/2/1		Author/s: C Hess	
Coll No: 2054862		Referred from: Finance Serv Portf-20/06/2023	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

<b>10.6 REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: MAY 2023</b>
<b>VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: MEI 2023</b>
<b>INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA KWINKQUBO ZOKUFUMANA: UCANZIBE 2023</b>

**RECOMMENDED that**

- 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 attached to this report be noted; and
- 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: MC – 21/06/2023		Submitted by Department: Financial Services	
Ref No: 9/1/1/5		Author/s: C Hess	
Coll No: 2055056		Referred from: Finance Serv Portf-20/06/2023	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:



## DRAKENSTEIN MUNICIPALITY

## MINUTES: MAYORAL COMMITTEE

21 JUNE 2023

<b>10.7 MUNICIPAL EMPLOYEES OUTSTANDING DEBT REPORT AS AT 31 MAY 2023</b>
<b>MUNISIPALE WERKNEMERS UITSTAANDE SKULDVERSLAG SOOS OP 31 MEI 2023</b>
<b>ITYALA LABASEBENZI BAKWA MASIPALA NGOKWE NGXELO KA 31 UCANZIBE 2023</b>

RESOLVED that

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

Meeting: MC – 21/06/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 2054055	Referred from: Finance Serv Portf-20/06/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

CONFIDENTIAL ITEMS

<b>10.8 DRAKENSTEIN OUTSTANDING DEBTORS REPORT AS AT 31 MAY 2023</b>
<b>DRAKENSTEIN UITSTAANDE DEBITEUREVERSLAG SOOS OP 31 MEI 2023</b>
<b>INGXELO YAMATYALA ASE DRAKENSTEIN NGOBUNJALO NGOMHLA 31 UCANZIBE 2023</b>

See confidential minutes.

Meeting: MC – 21/06/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 2054979	Referred from: Finance Serv Portf-20/06/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

<b>10.9 DRAKENSTEIN OUTSTANDING COUNCIL PROPERTY LEASE REPORT AS AT 31 MEI 2023</b>
<b>DRAKENSTEIN UITSTAANDE RAADSEIENDOM HUURVERSLAG SOOS OP 31 MEI 2023</b>
<b>INGXELO YAMATYALA EPROPATI YEBHUNGA LASE DRAKENSTEIN NGOBUNJALO NGOMHLA WE 31 UCANZIBE 2023</b>

See confidential minutes.

Meeting: MC – 21/06/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 2054056	Referred from: Finance Serv Portf-20/06/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>





## DRAKENSTEIN MUNICIPALITY

## MINUTES: MAYORAL COMMITTEE

21 JUNE 2023

- |                              |
|------------------------------|
| <b>11. URGENT MATTERS</b>    |
| <b>DRINGENDE SAKE</b>        |
| <b>IMIBA ENGXAMISEKILEYO</b> |

None.

ADDITIONAL ITEMS**12. CORPORATE SERVICES**

- |  |
|--|
| <b>12.1 PROPOSED ALIENATION OF ERF 6823 WELLINGTON, AN ENDOWMENT ERF, FOR RESIDENTIAL DEVELOPMENT PURPOSES (WARD 29)</b>     |
| <b>VOORGESTELDE VERVREEMDING VAN ERF 6823 WELLINGTON, 'N BEGIFTIGINGSERF, VIR RESIDENSIËLE DOELEINDES (WYK 29)</b>           |
| <b>ISINDULULO SOKUPHEPHELA SESIZA 6823 E WELLINGTON, AN ENDOWMENT ERF, KUSENZELWA UPHUHLISO LWENDAWO SOKUHLALA (WADI 29)</b> |

**RECOMMENDED 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



## DRAKENSTEIN MUNICIPALITY

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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: MC – 21/06/2023	Submitted by Department: Corporate and Planning Services
Ref No: 15/4/1 (6823) W	Author/s: N October
Coll No: 2055689	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

**12.2 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)**

**RECOMMENDED that**

1. In terms of Section 14 of the Municipal Finance Management Act (No.56 of 2003) **approval** be granted for the alienation of a portion of Erf 593 Paarl, measuring approximately 11ha in extent, via a call for proposal process, for mixed use development purposes, subject to the standard conditions of sale as well as the following further conditions:
  - 1.1 All development rights be obtained by and at the cost of the successful developer;
  - 1.2 All municipal services pipelines or overhead lines traversing the subject property be notarially registered as servitudes in favour of the Municipality;
  - 1.3 Access to the riverbank must be provided to the Municipality as and when required;

## DRAKENSTEIN MUNICIPALITY

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- 
- 1.4 All other technical and environmental conditions imposed by the technical departments be adhered to;
  - 1.5 No form of construction or groundworks be executed without prior consultation with the technical departments and written consent to undertake such works;
  - 1.6 The 5 new sport fields must be fully operational on the newly relocated site prior to the redevelopment and decommissioning of the 5 existing sport fields, to avoid any disturbance or break in the functioning of the sport facility and cause a shortage in sport facilities available to sporting clubs, schools and the broader public; and
  - 1.7 The relocation of the sport fields be undertaken with strict compliance to the specifications by the Community Services Department and Engineering Services Department, specifically in respect of the drainage systems to be installed for the sport fields to be relocated to the decommissioned landfill site.
2. The successful applicant be responsible for the rehabilitation of the decommissioned landfill site on Erf 593 Paarl;
  3. The successful applicant be responsible for the relocation and redevelopment of the five sport fields and BMX track on the rehabilitated landfill site;
  4. The successful applicant be responsible for the relocation and redevelopment of the tug of war and archery facility to a portion of Erf 593, that will be retained by the Municipality;
  5. The successful applicant be responsible for the development of an indoor multi-purpose facility on a portion of Erf 593, that will be retained by the Municipality;

Public access to the sport facilities must be provided and developed by the successful applicant;

A handwritten signature in black ink, consisting of a large, stylized letter 'P' followed by a horizontal line that ends in a small circle.

## DRAKENSTEIN MUNICIPALITY

## MINUTES: MAYORAL COMMITTEE

21 JUNE 2023

6. The successful applicant be responsible to undertake all the necessary assessments, studies with regards to environmental or closure license conditions which are required to mine and reclaim proposed development which includes the existing landfill site; and
7. In terms of paragraph 11 of the Asset Transfer Policy the subject property may be alienated by the Municipality via a Call for Proposals as the subject property is not required for municipal purposes subsequent to the relocation of the existing five sport fields and the fact that it has substantial development potential.

Meeting: MC – 21/06/2023	Submitted by Department: Corporate and Planning Services
Ref No: 15/4/1 (593) P	Author/s: N October/W Hendricks
Coll No: 2015007	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

**13. PLANNING AND DEVELOPMENT**

<b>13.1 APPOINTMENT OF MR KRIS COETZEE AS BUILDING CONTROL OFFICER</b>
<b>AANSTELLING VAN MNR KRIS COETZEE AS BOUBEHEERBEAMPTE</b>
<b>UKUTYUNJWA KOMNU KRIS COETZEE NJENGEKOSA LOLAWULO LWEZAKHIWO</b>

**RECOMMENDED 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;
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



## DRAKENSTEIN MUNICIPALITY

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4. The appointment of Mr. Charl Pietersen as BCO during April 2019 be rescinded.

Meeting: MC – 21/06/2023	Submitted by Department: Corporate and Planning Services
Ref No: 4/6/3	Author/s: C Pietersen
Coll No: 2054381	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

14. FINANCIAL SERVICES

<b>14.1 DRAFT SPECIAL RATING AREAS BYLAW</b>
<b>KONSEP SPESIALE-AANSLAGGEBIEDE VERORDENING</b>
<b>UYILO LOMTHETHO KAMASIPALA WEENDAWO EZIKHETHEKILEYO</b>

The Executive Mayor requested that the name of the Bylaw be changed to “Improvement Areas Bylaw” and that the item be revised accordingly.

**RESOLVED that**

A revised item be submitted to Council.

Meeting: MC – 21/06/2023	Submitted by Department: Financial Services
Ref No: 1/5/2/35 (2022/2023)	Author/s: B Brown
Coll No: 2057483	Referred from: Finance Serv Portf-20/06/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>
	Re-submit item
	Chief Financial Officer

CONFIDENTIAL

<b>14.2 WRITING-OFF OF IRRECOVERABLE DEBT REPORT – MAY 2023</b>
<b>AFSKRYWING VAN ONINVORDERBARESKULDVERSLAG - MEI 2023</b>
<b>INGXELO YOKUCINYWA KWAMATYALA ANGAHLAWULWAYO - UCANZIBE 2023</b>

See confidential minutes.

Meeting: MC – 21/06/2023	Submitted by Department: Financial Services
Ref No: 5/15/1	Author/s: A Abrahams
Coll No: 2053999	Referred from: Finance Serv Portf-20/06/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>



## DRAKENSTEIN MUNICIPALITY

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**14.3 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: MC – 21/06/2023	Submitted by Department: IDP/PM		
Ref No: 2/2/5	Author/s: C September		
Coll No: 2057339	Referred from:		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

The meeting ended at 13:07.

**CHAIRPERSON:**



**DATE:**

24 July 2023

Confirmed with/without amendments.

FG/rs



### Mayoral Committee Attendance Register

Date: 21 June 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	ALD	
MILLER (Governance and Compliance)	J	CLLR	
BARON (Corporate Services)	E	CLLR	Apology
APPOLLIS (Public Safety)	AMB	CLLR	
VAN NIEKERK (Planning and Development)	LT	CLLR	Apology
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 / HO OF STYEF  
CLLR / ROL CHRISTEPHINE KEARNS  
DRAKENSTEIN MUNICIPALITY / MUNISIPALITEIT

21/06/2023

## Mayoral Committee Attendance Register

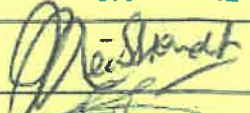
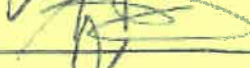



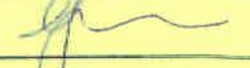

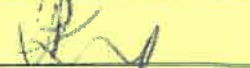
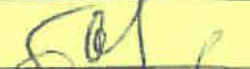
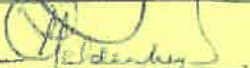
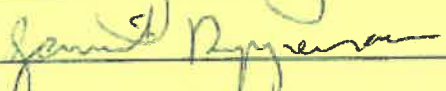

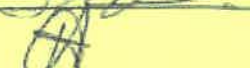
Date: 21 June 2023

25

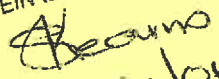
Time: 10:00

Venue: Council Chambers

### OFFICIALS

SURNAME	INITIALS	TITLE	SIGNATURE
LEIBRANDT City Manager	JH	DR	
BROWN Chief Financial Officer	B	MR	
JOHAAR Executive Director: Corporate and Planning Services	S	MR	
ESAU Executive Director: Community Services	G	MR	
PIENAAR Acting Executive Director: Engineering Services	L	MR	
Ronda Joffe	R	MRS	
Cindy September	C	Miss	
Pearl Barends	P	Ms	
ERNEST SHAYIM	E	MR	
Riana Goldenhuys	R	Ms	
		Mr	
Nicola October	NO	Ms	

OFFICE OF THE/ KANTOOR VAN DIE  
CHIEF WHIP/HOOF SWEEP  
CLL/R/ROL CHRISTEPHINE KEARNS  
DRAKENSTEIN MUNICIPALITY/ MUNISIPALITEIT

  
21/06/2023

