
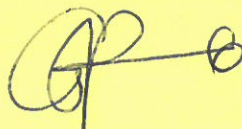


DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE

ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON TUESDAY, 15 JUNE 2021 AT 10:00.

- PRESENT:** The Executive Mayor, Ald C J Poole (Chairperson)
- Councillors:** Ald J F le Roux
M A Andreas
C Kearns
E Gouws
Adv J Miller
L P Mokoena
Ald R Smuts
R H van Nieuwenhuyzen
L Cyster
- Also Present:** Cllr A C Stowman (Speaker)
Cllr R A Koegelenberg (Chief Whip)
- Officials:** Dr J H Leibbrandt (City Manager)
Mr B Brown (Chief Financial Officer)
Mr M Wüst (Executive Director: Engineering Services)
Mr S Johaar (Executive Director: Corporate Services)
Mr D Delaney (Acting Executive Director: Planning and Development)
Ms R Jaftha (Chief Audit Executive)
Ms N October (Senior Manager: Legal and Administrative Services)
Mr E Saayman (Senior Manager: Parks, Sport and Cemeteries)
Ms C September (Manager: IDP)
Ms R Geldenhuys (Manager: Communication and Marketing Services)
Mr G Dippenaar (Chief Risk Officer)
Mr D Damons (Manager: Fire, Rescue and Disaster Management)
Mr F P Goosen (Manager: Administrative Support Services)
Ms W Prins (Performance Management Officer)
Mr P January (Senior Administrative Officer)

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A moment of silence for Mr R Brown and all Covid-19 victims, was observed.

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

- | | | | |
|----|--|---|--------------|
| 1. | Ald GC Combrink (Executive Deputy Mayor) | - | Apology; |
| 2. | Cllr L T van Niekerk | - | Apology; and |
| 3. | Mr G Esau | - | Apology. |

2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR

The Executive Mayor conveyed his condolences with the passing of Mr R Brown, a senior official in the Waste Water Services Section who succumbed to Covid-19 complications.

3. DECLARATION OF INTEREST BY COUNCILLORS/OFFICIALS

None.

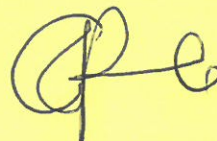
4. CONSIDERATION OF URGENT MATTERS, REPORTS, COMMUNICATIONS AND PETITIONS

None.

5. CONFIRMATION OF MINUTES

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

- i. Ordinary meeting held on 19 May 2021;
- ii. Ordinary meeting held on 31 May 2021; and
- iii. Confidential meeting held on 31 May 2021.



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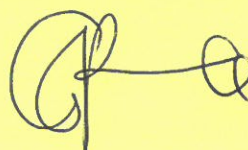
15 JUNE 2021**6. SCHEDULE OF DECISIONS****RESOLVED that**The Schedule of Decisions **be noted**.**7. CORPORATE SERVICES****7.1 GRANTING OF RIGHT OF USE FOR ERF 3821, MAIN ROAD, PAARL TO DRAKENSTEIN HEEMKRING (WARD 4)****TOESTAAN VAN GEBRUIKSREG VIR ERF 3821, HOOFSTRAAT, PAARL AAN DRAKENSTEIN HEEMKRING (WYK 4)****UKUNIKEZELWA KWELUNGELO LOKUSETYENZISWA KWESIZA 3821, INDELELA ENGUNDOQO, EPAARL DRAKENSTEIN HEEMKRING (WADI 4)****RESOLVED that**

The matter be referred back to the department.

Meeting: Mayco 15/06/2021	Submitted by Department: Corporate Services		
Ref No: 15/4/1 (3821) P	Author/s: N Williams		
Coll No: 1746233	Referred from:		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
	Re-submit item	ED Corporate Services	

7.2 LEASE OF A PORTION OF ERF 4916 PAARL TO TRAILER HIRE PAARL (PTY) LTD (WARD 19)**HUUR VAN 'N GEDEELTE VAN ERF 4916 PAARL AAN TRAILER HIRE PAARL (EDMS) BPK (WYK 19)****UKUQESHWA KWECEBA LESIZA 4916 PAARL KWI TRAILER HIRE PAARL (PTY) LTD (WADI 19)****RECOMMENDED that**

1. In terms of Regulation 34 of the Municipal Asset Transfer Regulations read together with paragraph 13 of the Asset Transfer Policy (2020), final approval be



DRAKENSTEIN MUNICIPALITY

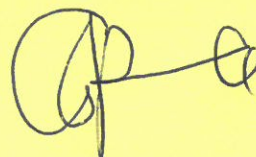
MINUTES: MAYORAL COMMITTEE

15 JUNE 2021

granted for the lease in respect of a portion of Erf 4916, Oosbosch Street, Paarl, measuring $\pm 1\ 640\text{m}^2$ in extent, to Trailer Hire Paarl (Pty) Ltd (Registration Number 2020/222863/07) for business purposes, subject to the standard lease conditions as well as the following further conditions:

- 1.1 A market related monthly rental of R4 046.84 (VAT excluded, including a 5% per annum escalation) will be applicable;
 - 1.2 A lease period of 2 (two) years will apply;
 - 1.3 The subject property only be used for business purposes and no other purpose;
 - 1.4 The lessee be responsible for payment of all municipal services, connection fees and services consumption, etc. if applicable;
 - 1.5 All technical conditions as laid down by the technical departments be adhered to; and
 - 1.6 All administrative, legal and technical requirements be adhered to.
2. It be noted that the proposed lease was advertised in the local press for objections, comments, representations from the public, and that none were received; and
 3. It be noted in terms of paragraph 11 of the Asset Transfer Policy, a less formal process (call for applications) was duly followed in respect of the letting of the property as the purpose of the lease is for business purposes.

Meeting: Mayco 15/06/2021		Submitted by Department: Corporate Services	
Ref No: 15/4/1 (4916) P		Author/s: N Williams	
Coll No: 1747425		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



DRAKENSTEIN MUNICIPALITY

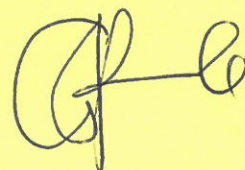
MINUTES: MAYORAL COMMITTEE

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7.3	FINAL APPROVAL: LEASE OF MUNICIPAL PROPERTY SITUATED ON ERVEN 2014 AND 2018, BREEDT STREET, WELLINGTON (WARD 18)
	FINALE GOEDKEURING: VERHURING VAN MUNISIPALE EIENDOM GELEË OP 'N GEDEELTE VAN ERWE 2014 EN 2018, BREEDTSTRAAT, WELLINGTON (WYK 18)
	ISIQINISEKISO SOKUGQIBELA: UKUQESHA KWEPROPATI KAMASIPALA EMISWE KWIZIZA 2014 NO 2018, BREEDT STREET, WELLINGTON (WADI 18)

RECOMMENDED that

1. In terms of Regulation 34 of the Municipal Asset Transfer Regulations read together with Paragraph 13 of the Asset Transfer Policy (2020) final approval be granted for the lease of the municipal property situated on Erven 2014 and 2018, Breedt Street Wellington measuring ± 1 014m² and 344m² respectively, to the Wamakersvallei Training Centre (NPO Registration 2004/033955/08) for the purpose of a training facility and related activities, subject to the standard lease conditions as well as the following terms and conditions:
 - 1.1 The property will be leased at a subsidised market rental amount of R941.82 (VAT excluded, 6% escalation per annum included);
 - 1.2 The lease endures for a period of (3) three years as from 1 April 2021;
 - 1.3 The subject property can only be used as training facility and related activities;
 - 1.4 The Wamakersvallei Training Centre be responsible for all municipal services, connection fees and services consumption, etc. if applicable;
 - 1.5 All existing conditions of the agreement will remain applicable;
 - 1.6 All administrative, legal and technical requirements be adhered to; and
 - 1.7 The alienation of the property be investigated at the end of the lease agreement.



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2. It be noted that the proposed lease was advertised in the local press for objections, comments, representations or counter proposals/offers from other interested parties, and that none was received; and
3. In terms of paragraph 13 of the Asset Transfer Policy, the property be leased by way of direct negotiation as the transaction entails a renewal of an existing lease agreement.

Meeting: Mayco 15/06/2021	Submitted by Department: Corporate Services
Ref No: 15/4/1 (2014) W	Author/s: N Williams
Coll No: 1749882	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

7.4	LEASE OF MUNICIPAL PROPERTY SITUATED ON PORTION 4 OF THE FARM NO 554 PAARL TO PYLTJIES EARLY CHILDHOOD DEVELOPMENT CENTRE (WARD 25)
	VERHURING VAN MUNISIPALE EIENDOM GELEË TE GEDELTE 4 VAN PLAAS NR 554 PAARL AAN PYLTJIES EARLY CHILDHOOD DEVELOPMENT CENTRE (WYK 25)
	UKUQESHWA KWEPROPATI KAMASIPALA EMISWE KWICANDELO 4 LEFAMA NO 554 PAARL KWI-PYLTJIES EARLY CHILDHOOD DEVELOPMENT CENTRE (WADI 25)

RECOMMENDED that

1. In terms of Regulation 34 of the Municipal Asset Transfer Regulations read together with Paragraph 13 of the Asset Transfer Policy (2020), final approval be granted for the lease of the municipal property situated on Portion 4 of Farm No 554 Paarl, measuring ± 1 941m² in extent, to Pyltjies Early Childhood Development Centre, which is an extension project of House of Prayer Ministries (NPO 207-893), for the purpose of an early childhood development facility, community centre, ministry service and related social and community activities subject to the standard lease conditions as well as the following terms and conditions:
 - 1.1 The property will be leased at a subsidised rental of R205.00 per month (VAT excluded);
 - 1.2 A lease period of 1 (one) year will apply;

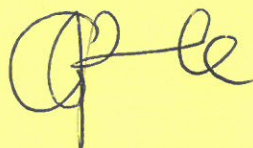


DRAKENSTEIN MUNICIPALITY

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- 1.3 The subject property only be used as an early childhood development centre, community centre, ministry service and related social and community activities;
- 1.4 The lessee be responsible for all municipal services, connection fees and services consumption, etc. if applicable; and
- 1.5 All administrative, legal and technical requirements be adhered to.
2. It be noted that the proposed lease was advertised in the local press for objections, comments, representations or counter proposals/offers from other interested parties, and that none was received;
3. The Lessee indemnifies the Municipality against any damages caused as a result of a leak in the nearby located dam; and
4. In terms of paragraph 13 of the Asset Transfer Policy, the property be leased by way of direct negotiation as the Centre will render unique services which forms part of a wider social and community initiative of the lessee to provide for these type of needs in the community.

Meeting: Mayco 15/06/2021		Submitted by Department: Corporate Services	
Ref No: 15/4/1 (F554) P		Author/s: N Williams	
Coll No: 1746171		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



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7.5 ANNUAL AUDIT COMMITTEE PERFORMANCE ASSESSMENT 2020/21
JAARLIKSE OUDITKOMITEE PRESTASIE EVALUERING 2020/21
UHLOLO LWENDLELA YOKUSEBENZA LWEKOMITI LOPHICHOTO ZINCWADI KA 2020/21

RECOMMENDED that

The outcome of the annual Audit Committee performance assessment and the action plan to address the areas where improvement is required, be noted.

Meeting: Mayco 15/06/2021	Submitted by Department: Corporate Services		
Ref No: 3/3/1/3/9/1	Author/s: R Jaftha		
Coll No: 1758608	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

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

RECOMMENDED that

The reviewed Records Management Policy be approved.

Meeting: Mayco 15/06/2021	Submitted by Department: Corporate Services		
Ref No: 2/5/P	Author/s: F Goosen		
Coll No: 1750889	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE

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7.7	LLF MINUTES: MAY 2021
	LLF NOTULES: MEI 2021
	LLF IMIZUZU: MEYI 2021

RESOLVED that

The LLF minutes of May 2021 be noted.

Meeting: Mayco 15/06/2021	Submitted by Department: Corporate Services		
Ref No:	Author/s:		
Coll No:	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

8. PLANNING AND DEVELOPMENT


8.1	DRAFT GREEN ECONOMY FRAMEWORK
	GROEN EKONOMIE KONSEPRAAMWERK
	UYILO LWESAKHELO LOQQQOSHO OLULUHLAZA

It was requested that other aspects related to this matter be incorporated into the Framework and thereafter be submitted to Council for approval.

RESOLVED that

The matter be referred back to the department.

Meeting: Mayco 15/06/2021	Submitted by Department: Planning and Development		
Ref No: 15/7/3/2	Author/s: M Mlangeni		
Coll No: 1756294	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
	Re-submit item	Acting ED Planning and Development	



DRAKENSTEIN MUNICIPALITY

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8.2	DRAKENSTEIN SMME SUPPORT REPORT
	DRAKENSTEIN KMMO ONDERSTEUNINGSVERSLAG
	INGXELO YENKXASO YE SMME

RESOLVED that

The Drakenstein SMME Support Report be noted.

Meeting: Mayco 15/06/2021	Submitted by Department: Planning and Development
Ref No: 9/1/1/1	Author/s: M Schroeder
Coll No: 1751585	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

9. PUBLIC SAFETY

9.1	DRAKENSTEIN FIRE SERVICES MASTER PLAN 2021 - 2026
	DRAKENSTEIN BRANDWEERDIENSTE MEESTERPLAN 2021 - 2026
	ISICWANGCISO SENKONZO SOMLILO SEDRAAKENSTEIN 2021 - 2026

The Chief Financial Officer indicated that the Capital Budget requirements need to be budgeted for.

RESOLVED that

The content of the Fire Services Master Plan be noted and that all anticipated expenditure must be in accordance and limits of an approved budget.

Meeting: Mayco 15/06/2021	Submitted by Department: Community Services
Ref No: 17/9/4	Author/s: D Damons
Coll No: 1754455	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>



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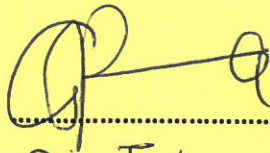
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10. URGENT MATTERS

None.

The meeting ended at 10:38.

CHAIRPERSON:



DATE:

21 July 2021

Confirmed with/without amendments.

PJ/rs



Mayoral Committee Attendance Register

Date: 15 June 2021

Time: 10:00

Venue: Council Chambers

SURNAME	INITIALS	TITLE	SIGNATURE
POOLE Executive Mayor	C J	ALD	
COMBRINK Deputy Executive Mayor (Financial Services)	G C	ALD	
LE ROUX (Engineering Services)	J F	ALD	
ANDREAS (Rural Management)	M A	CLLR	
KEARNS (Environment, Parks and Open Spaces)	C	CLLR	
GOUWS (Social Services)	E	CLLR	
MILLER (Planning and Development)	J	ADV CLLR	
MOKOENA (Corporate Services)	L P	CLLR	
SMUTS (Public Safety)	R	ALD	
VAN NIEKERK (Sport, Recreation, Arts and Culture)	L T	CLLR	
VAN NIEUWENHUYZEN (Communication and Inter-Governmental Relations (IGR))	R H	CLLR	
CYSTER (Human Settlements and Property Management)	L	CLLR	
STOWMAN SPEAKER	AC	CLLR	
KOEGELENBERG CHIEF WHIP	RA	CLLR	
RICHARDS LEADER OF OPPOSITION	AM	CLLR	

2021-06-15

Office of the / Kantoor van die
CHIEFWHIP / HOOFSWEEP
Cllr / Rdl **R.A. KOEGELENBERG**
Drakenstein

A city of excellence