

DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE

ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON WEDNESDAY, 18 OCTOBER 2023 AT 10:00.

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

Councillors: T G Bester
M A Andreas
L C Arendse
Ald E Gouws
J Miller
E Baron
A M B Appollis
L T van Niekerk
L Cyster

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

Officials: Dr J H Leibbrandt (City Manager)
Mr S Johaar (Executive Director: Corporate and Planning Services)
Mr E Saayman (Acting Executive Director: Community Services)
Ms R Jaftha (Chief Audit Executive)
Ms N Keketsi (Senior Manager: Revenue and Expenditure)
Mr P Pansegrouw (Senior Manager: Technical Support and Project Management)
Mr H Vergotine (Manager: Supply Chain Management)
Ms R Geldenhuys (Manager: Communication and Marketing)
Ms C September (Manager: IDP/PM)
Mr G Dippenaar (Chief Risk Officer)
Mr F P Goosen (Manager: Administrative Support Services)



DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
18 OCTOBER 2023

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

- | | | | |
|----|---|---|--------------|
| 1. | Ald R H van Nieuwenhuyzen | - | Apology; |
| 2. | Mr B Brown (Chief Financial Officer) | - | Apology; |
| 3. | Mr L Pienaar (Executive Director: Engineering Services) | - | Apology; and |
| 4. | Mr G Esau (Executive Director: Community Services) | - | Apology. |

2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR

None.

3. CONFLICT OF INTERESTS BY COUNCILLORS/OFFICIALS

None.

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

None.

5. CONFIRMATION OF MINUTES

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

- (i) Ordinary meeting held on 20 September 2023; and
- (ii) Confidential meeting held on 20 September 2023.



DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
18 OCTOBER 2023**6. CORPORATE SERVICES**

6.1	PROPOSED SALE OF A PORTION OF KLEIN BOS-EN-DAL STREET TO ADJACENT LANDOWNER OF ERF 3793 PAARL FOR GARDENING PURPOSES (WARD 4)
	VOORGESTELDE VERVREEMDING VAN KLEIN BOS-EN-DALSTRAAT AAN DIE AANGRENSENDE GRONDEIENAAR VAN ERF 3793 PAARL VIR TUINMAAK DOELEINDES (WYK 4)
	ISINDULULO SOKUTHENGISA KWECEBA SE-KLEIN BOS-EN-DAL STREET UKUYA KUMNINI-MHLABA OXULUMENEYO NESIZA 3793 PAARL NGEENJONGO ZOKULIMA (WADI 4)

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 the remaining street portion of Klein Bos-en-Dal Street, Paarl (indicated on map marked Annexure A to the departmental report), measuring approximately 260m² in extent, situated adjacent Erf 3793 Paarl for gardening purposes, subject to the standard conditions of sale as well as the following conditions:
 - 1.1 The subject property be sold at a market related selling price, to be determined by an independent valuer;
 - 1.2 The proposed transaction be advertised for objections, comments and representations;
 - 1.3 The required land use planning application for the closure of the street portion, rezoning to "Conventional Housing" and consolidation with the adjacent property of Erf 3793, Paarl be obtained by and at the cost of the purchaser;
 - 1.4 The street portion sold, only be used for gardening purposes as it is currently used and this condition be registered against the title of the property together with a building restriction servitude;
 - 1.5 All administrative and legal requirements be adhered to; and
 - 1.6 The conditions imposed by the technical department be adhered to.



DRAKENSTEIN MUNICIPALITY

**MINUTES: MAYORAL COMMITTEE
18 OCTOBER 2023**

2. In terms of Paragraph 13 of the Asset Transfer Policy the direct alienation of non-viable portions of municipal land is permitted. In this instance, the street portion is a non-viable portion of land which can only be utilised by the adjacent landowner for gardening purposes. The subject property cannot be utilised independently.

Meeting: MC – 18/10/2023	Submitted by Department: Corporate and Planning Services
Ref no: 15/4/1 (3686) P	Author/s: F Williams
Coll No: 2086774	Referred from: Corp Serv-10/10/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

6.2 LLF MINUTES: JUNE
LLF NOTULE: JUNIE 2023
LLF IMIZUZU: JUNI 2023

RESOLVED that

The LLF minutes of 29 June 2023 be noted.

Meeting: MC – 18/10/2023	Submitted by Department: Corporate and Planning Services
Ref no:	Author/s:
Coll No:	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

7. ENGINEERING SERVICES

7.1 APPOINTMENT OF PAARL BIRD SANCTUARY ADVISORY COMMITTEE (PBSAC)
AANSTEL VAN DIE PAARL VOËL BEWARINGS ADVIESKOMITTEE (PVBAK)
UKUQESHA KWE PAARL BIRD SANCTUARY ADVISORY COMMITTEE (PBSAC)

RECOMMENDED that

1. The resignation of Mrs Yvonne Weiss be noted; and
2. The following committee members be re-appointed for the period 01 July 2023 until 30 June 2026:

2.1 Dr Anthony Williams;



DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
18 OCTOBER 2023

- 2.2 Mr Cedric Morkel; and
 2.3 Mrs Patsy Copeland.

3. The following new members be appointed on the Paarl Bird Sanctuary Advisory Committee:

- 3.1 Mrs Nonkululeko Tyantsi – Chief Chemist: Scientific Services;
 3.2 Mr Jurie Jumart – Senior Superintendent: Wastewater Treatment;
 3.3 Cllr Stephen Korabie – Councillor; and
 3.4 Mr Khahliso Lefatsa – Mbekweni Eco Club Member.

Meeting: MC – 18/10/2023	Submitted by Department: Engineering Services
Ref No: 3/3/1/3/8/3	Author/s: A Kowalewski
Coll No: 2098733	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

8. FINANCIAL SERVICES

8.1 MUNICIPAL EMPLOYEES OUTSTANDING DEBT REPORT AS AT 30 SEPTEMBER 2023
MUNISIPALE WERKNEMERS UITSTAANDE SKULDVERSLAG SOOS OP 30 SEPTEMBER 2023
ITYALA LABASEBENZI BAKWA MASIPALA NGOKWE NGXELO KA 30 EYOMSINTSI 2023

Finance to provide feedback on the matter raised under column reference number 7 of Annexure C1.

RESOLVED that

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

Meeting: MC – 18/10/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 2095800	Referred from: Finance Serv Portf-17/10/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>



DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
18 OCTOBER 2023

8.2 COUNCILLORS' OUTSTANDING DEBT REPORT AS AT 30 SEPTEMBER 2023
RAADSLEDE SE UITSTAANDE SKULDVERSLAG SOOS OP 30 SEPTEMBER 2023
INGXELO YAMATYALA YOCEBA NGOBUNJALO NGOMHLA 30 EYOMINTSI 2023

RECOMMENDED that

The contents of the report be noted.

Meeting: MC – 18/10/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 2096439	Referred from: Finance Serv Portf-17/10/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

8.3 INDIGENT HOUSEHOLD STATISTICS REPORT AS AT 30 SEPTEMBER 2023
DEERNIS HUISHOUDING STATISTIEKEVERSLAG SOOS OP 30 SEPTEMBER 2023
INGXELO YAMANANI YEZINDLU ZAMAHLWEMPU NGOBUNJALO NGOMHLA 30 EYOMSINTSI 2023

The Executive Mayor requested a feasible solution to be found for the problem experienced by the indigent households regarding the payment of their accounts, the method of receiving accounts and blocking of the services in case of non-payment.

RESOLVED that

The report be noted.

Meeting: MC – 18/10/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Collab No: 2096441	Referred from: Finance Serv Portf-17/10/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>



DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
18 OCTOBER 2023

8.4	REPORT ON TENDER AWARDS: SEPTEMBER 2023
	VERSLAG OOR TENDERTOEKENNINGS: SEPTEMBER 2023
	INGXELO NGONIKEZELO LWETHENDA: EYOMSINTSI 2023

RECOMMENDED that

1. The awards above R200,000 that were adjudicated by the Bid Adjudication Committee for the month of September 2023 be noted; and
2. The tenders and/or contracts and the reasons for the awards as recorded by the Accounting Officer in the departmental report be noted.

Meeting: MC – 20/09/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/5	Author/s: C Hess
Coll No: 2095781	Referred from: Finance Serv Portf-17/10/2023
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:

8.5	REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: SEPTEMBER 2023
	VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: SEPTEMBER 2023
	INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA KWINKQUBO ZOKUFUMANA: EYOMSINTSI 2023

RECOMMENDED that

1. In terms of paragraph 36(2) of the SCM Policy, the deviations and the reasons for the deviations for the amount of R646,805 (incl. VAT) for September 2023 as recorded by the Accounting Officer under the annexures attached to this report be noted; and
2. The Chief Financial Officer record the accumulated deviation amount of R3,293,843 (incl. VAT) for the financial year in the notes to the 2023/2024 annual financial statements as required by legislation.

Meeting: MC – 18/10/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/5	Author/s: C Hess
Coll No: 2095811	Referred from: Finance Serv Portf-17/10/2023
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:



DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
18 OCTOBER 2023

8.6 QUARTERLY REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY: 1 JULY 2023 – 30 SEPTEMBER 2023
KWARTAALVERSLAG RAKENDE DIE IMPLEMENTERING VAN DIE VOORSIENINGSKANAALBESTUURSBELEID: 1 JULIE 2023 – 30 SEPTEMBER 2023
INGXELO NGOKUMILISELWA KWENKQUBO YE SUPPLY CHAIN MANAGEMENT YOMASIPALA WASE DRAKENSTEIN: 1 EYEKHALA 2023 – 30 EYOMSINTSI 2023

RESOLVED that

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

Meeting: MC – 18/10/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/5	Author/s: C Hess
Coll No: 2095915	Referred from: Finance Serv Portf-17/10/2023
PAR:	ACTION:
2	Implement decision
	RESPONSIBLE DEPARTMENT:
	Chief Financial Officer
	DUE DATE:

8.7 AMENDMENT TO COUNCIL'S SUPPLY CHAIN MANAGEMENT POLICY
WYSIGINGS AAN DIE RAAD SE VOORSIENINGSKANAALBESTUURSBELEID
ISIHLOMELO KUMGAQO-NKQUBO WEBHUNGA KULAWULO LWESIXOKELELWANO SONIKEZELO

RECOMMENDED that

1. The amended Supply Chain Management Policy attached as annexure A to the departmental report be adopted; and
2. The amended Supply Chain Management Policy be implemented from 1 November 2023.

Meeting: MC – 18/10/2023	Submitted by Department: Financial Services
Ref No: 8/1/P	Author/s: H Vergotine
Coll No: 2098293	Referred from: Finance Serv Portf-17/10/2023
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:



DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
18 OCTOBER 20239. CONFIDENTIAL ITEMSFINANCIAL SERVICES

9.1 WRITING-OFF OF IRRECOVERABLE DEBT REPORT – SEPTEMBER 2023
AFSKRYWING VAN ONINVORDERBARESKULDVERSLAG – SEPTEMBER 2023
INGXELO YOKUCINYWA KWAMATYALA ANGAHLAWULWAYO – EYOMSINTSI 2023

See confidential minutes.

Meeting: MC – 18/10/2023	Submitted by Department: Financial Services
Ref No: 5/15/1	Author/s: A Abrahams
Coll No: 2095668	Referred from: Finance Serv Portf-17/10/2023
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:

9.2 DRAKENSTEIN OUTSTANDING COUNCIL PROPERTY LEASE REPORT AS AT 30 SEPTEMBER 2023
DRAKENSTEIN UITSTAANDE RAADSEIENDOM HUURVERSLAG SOOS OP 30 SEPTEMBER 2023
INGXELO YAMATYALA EPROPATI YEBHUNGA LASE DRAKENSTEIN NGOBUNJALO NGOMHLA WE 30 EYOMSINTSI 2023

See confidential minutes.

Meeting: MC – 18/10/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 2095810	Referred from: Finance Serv Portf-17/10/2023
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:



DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
18 OCTOBER 2023

9.3	DRAKENSTEIN OUTSTANDING DEBTORS REPORT AS AT 30 SEPTEMBER 2023
	DRAKENSTEIN UITSTAANDE DEBITEUREVERSLAG SOOS OP 30 SEPTEMBER 2023
	INGXELO YAMATYALA ASE DRAKENSTEIN NGOBUNJALO NGOMHLA 30 EYOMSINTSI 2023

See confidential minutes.

Meeting: MC – 18/10/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 2096500	Referred from: Finance Serv Portf-17/10/2023
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:

10.	URGENT MATTERS
	DRINGENDE SAKE
	IMIBA ENGXAMISEKILEYO

None.

ADDITIONAL ITEM**11. FINANCIAL SERVICES**

11.1	MUNICIPAL FINANCE MANAGEMENT ACT: SECTION 71 MONTHLY AND 52 QUARTERLY BUDGET MONITORING REPORT FOR SEPTEMBER 2023
	MUNISIPALE WET OP BESTUUR VAN FINANSIES: ARTIKEL 71 MAANDELIKSE EN 52 KWARTAALLIKSE BEGROTINGSMONITERINGSVERSLAG VIR SEPTEMBER 2023
	UMTHETHO WOLAWULO LWEMALI KAMASIPALA: ICANDELO 71 INGXELO YOKUBEKA ESWENI UHLAHO LWABIWO-MALI LWEKOTA KUNYE NE-52 YEKOTA EYOMSINTSI 2023

RECOMMENDED that

1. The content of the Section 71 Monthly Budget Monitoring Report for September 2023 and the supporting documentation be noted;



DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
18 OCTOBER 2023

2. The content of the Section 52 Quarterly Report on the implementation of the budget and financial affairs of Drakenstein Municipality referred to in Section 52(d) of the MFMA be noted; and

3. It be noted that the Section 71 Monthly and 52 Quarterly Budget Monitoring Report for September 2023 was submitted to the Executive Mayor; National Treasury and Provincial Treasury on 13 October 2023, being the 10th working day after the end of September 2023.

Meeting: MC – 18/10/2023		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Viola	
Coll No: 2095874		Referred from: Finance Serv Portf-17/10/2023	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

The meeting ended at 11:52.

CHAIRPERSON:



DATE:

15 November 2023

Confirmed with/without amendments.

fg/rs



Mayoral Committee Attendance Register

Date: 18 October 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	
APPOLLIS (Public Safety)	AMB	CLLR	
VAN NIEKERK (Planning and Development)	LT	CLLR	
VAN NIEUWENHUYZEN [Communication and Inter-Governmental Relations (IGR)]	RH	ALD	
CYSTER (Parks, Waste and Cemeteries)	L	CLLR	
LE ROUX Speaker	JF	ALD	
KEARNS Chief Whip	C	ALD	

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

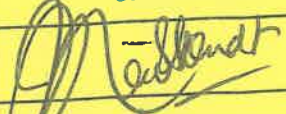







18/10/2023

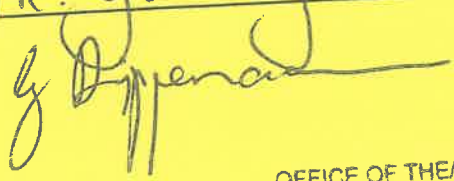
Mayoral Committee Attendance Register

Date: 18 October 2023
 Time: 10:00
 Venue: Council Chambers


14

OFFICIALS

SURNAME	INITIALS	TITLE	SIGNATURE
LEIBBRANDT City Manager	JH	DR	
BROWN Chief Financial Officer	B	MR	Apology
JOHAAR Executive Director: Corporate and Planning Services	S	MR	
ESAU Executive Director: Community Services	G	MR	Apology.
PIENAAR Executive Director: Engineering Services	L	MR	Apology
ROZAJ JAFTHA	RJ	MS	
Eunty Daryn	E.	Ma	
H Vergotline	H	Mr	
N Kelebi	N	Ms	Consi.
P Pansengroun	P	Mr.	
C September	C	Miss	
R. Geldenhuis	R	Ms	



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


 18/10/2023

