

## DRAKENSTEIN MUNICIPALITY

## MINUTES: MAYORAL COMMITTEE

ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON WEDNESDAY, 15 NOVEMBER 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:** T G Bester  
M A Andreas  
L C Arendse  
Ald E Gouws  
J Miller  
E Baron  
A M B Appollis  
L T van Niekerk  
Ald R H van Nieuwenhuyzen  
L Cyster

**ALSO PRESENT:** Ald J F le Roux (Speaker)  
Ald 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 G Esau (Executive Director: Community Services)  
Mr L Pienaar (Executive Director: Engineering Services)  
Ms E Barnard (Executive Director: Public Safety)  
Ms R Jaftha (Chief Audit Executive)  
Ms N October (Snr Manager: Legal and Administrative Support 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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**1. LEAVE ARRANGEMENT AND NON-AVAILABILITY OF COUNCILLORS AND SENIOR MANAGEMENT**

**None.**

**2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR**

Welcomed Ms E Barnard, Executive Director: Public Safety, at the meeting.

**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 18 October 2023; and
- (ii) Confidential meeting held on 18 October 2023.



## DRAKENSTEIN MUNICIPALITY

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15 NOVEMBER 2023**6. CORPORATE SERVICES**

<b>6.1</b>	<b>PROPOSED ALIENATION OF A PORTION OF RAILWAY RESERVE TO ADJACENT LANDOWNER OF ERF 33039 PAARL FOR CONSOLIDATION WITH THE EXISTING PROPERTY (WARD 16)</b>
	<b>VOORGESTELDE VERVREEMDING VAN 'N GEDEELTE VAN SPOORWEG RESERWE AAN DIE AANGRENSENDE GRONDEIENAAR VAN ERF 33039 PAARL VIR KONSOLIDASIE MET DIE BESTAANDE EIENDOM (WYK 16)</b>
	<b>UKUPHEPHELA OKUCETYWAYO KWECEBA LOKUGQIBELA LIKALOLIWE KUFUPHI NOMNINI WOMHLABA KWISIZA 33039 PAARL UKUHLANGANISA NEPROPATI EKHOYO (WADI 16)</b>

It was requested that the item be amended to provide more detail on the recommended selling price.

**RESOLVED that**

The item be referred back to the department.

Meeting: MC – 15/11/2023	Submitted by Department: Corporate and Planning Services
Ref no: 15/4/1 4921) P	Author/s: F Williams
Coll No: 2098944	Referred from: Corp Serv-7/11/2023
<b>PAR:</b>	<b>ACTION:</b>
	Re-submit item
<b>RESPONSIBLE DEPARTMENT:</b>	<b>DUE DATE:</b>
ED: Corporate and Planning Services	

**7. ENGINEERING SERVICES**

<b>7.1</b>	<b>INSTALLATION OF TELECOMMUNICATION INFRASTRUCTURE BYLAW</b>
	<b>INSTALLERING VAN TELEKOMMUNIKASIE INFRASTRUKTUUR VERORDENING</b>
	<b>UKUFAKWA KOMGAQO NKQUBO KAMASIPALA WEZIBONELELO ZONXIBELELWANO</b>

Amendments were made to Annexure A under sections 1, "Definitions" "electronic communications operator" and 22(1) "Offences and penalties" to include legal entity.

**RECOMMENDED that**

1. The Installation of Telecommunication Infrastructure Bylaw be approved by Council; and

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2. The Installation of Telecommunication Infrastructure Bylaw be published in the provincial government gazette.

Meeting: MC – 15/11/2023	Submitted by Department: Engineering Services
Ref No: 6/3/2/3	Author/s: L Smith
Coll No: 2095030	Referred from: Eng Serv Portf-8/11/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

8. FINANCIAL SERVICES

<b>8.1 INDIGENT HOUSEHOLD STATISTICS REPORT AS AT 31 OCTOBER 2023</b>
<b>DEERNIS HUISHOUDING STATISTIEKEVERSLAG SOOS OP 31 OKTOBER 2023</b>
<b>INGXELO YAMANANI YEZINDLU ZAMAHLWEMPU NGOBUNJALO NGOMHLA 31 EYEDWARHA 2023</b>

**RESOLVED that**

The report be noted.

Meeting: MC – 15/11/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Collab No: 2108947	Referred from: Finance Serv Portf-14/11/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

<b>8.2 COUNCILLORS' OUTSTANDING DEBT REPORT AS AT 31 OCTOBER 2023</b>
<b>RAADSLEDE SE UITSTAANDE SKULDVERSLAG SOOS OP 31 OKTOBER 2023</b>
<b>INGXELO YAMATYALA YOCEBA NGOBUNJALO NGOMHLA 31 EYEDWARHA 2023</b>

**RECOMMENDED that**

The contents of the report be noted.

Meeting: MC – 15/11/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 2108171	Referred from: Finance Serv Portf-14/11/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

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<b>8.3</b>	<b>MUNICIPAL EMPLOYEES OUTSTANDING DEBT REPORT AS AT 31 OCTOBER 2023</b>
	<b>MUNISIPALE WERKNEMERS UITSTAANDE SKULDVERSLAG SOOS OP 31 OKTOBER 2023</b>
	<b>ITYALA LABASEBENZI BAKWA MASIPALA NGOKWE NGXELO KA 31 EYEDWARHA 2023</b>

**RESOLVED that**

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

Meeting: MC – 15/11/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 2107112	Referred from: Finance Serv Portf-14/11/2023
<b>PAR:</b>	<b>ACTION:</b>
	<b>RESPONSIBLE DEPARTMENT:</b>
	<b>DUE DATE:</b>

<b>8.4</b>	<b>REPORT ON TENDER AWARDS: OCTOBER 2023</b>
	<b>VERSLAG OOR TENDERTOEKENNINGS: OKTOBER 2023</b>
	<b>INGXELO NGONIKEZELO LWETHENDA: EYEDWARHA 2023</b>

**RECOMMENDED that**

1. The awards above R200,000 that were adjudicated by the Bid Adjudication Committee for the month of October 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 – 15/11/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/5	Author/s: C Hess
Coll No: 2106413	Referred from: Finance Serv Portf-14/11/2023
<b>PAR:</b>	<b>ACTION:</b>
	<b>RESPONSIBLE DEPARTMENT:</b>
	<b>DUE DATE:</b>



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<b>8.5</b>	<b>REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: OCTOBER 2023</b>
	<b>VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: OKTOBER 2023</b>
	<b>INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA KWINKQUBO ZOKUFUMANA: EYEDWARHA 2023</b>

**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 R3,888,052 (incl. VAT) for October 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 R7,181,895 (incl. VAT) for the financial year in the notes to the 2023/2024 annual financial statements as required by legislation.

Meeting: MC – 15/11/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/5	Author/s: C Hess
Coll No: 2106434	Referred from: Finance Serv Portf-14/11/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

**9. CONFIDENTIAL ITEMS****FINANCIAL SERVICES**

<b>9.1</b>	<b>WRITING-OFF OF IRRECOVERABLE DEBT REPORT – OCTOBER 2023</b>
	<b>AFSKRYWING VAN ONINVORDERBARESKULDVERSLAG – OKTOBER 2023</b>
	<b>INGXELO YOKUCINYWA KWAMATYALA ANGAHLAWULWAYO – EYEDWARHA 2023</b>

See confidential minutes.

Meeting: MC – 15/11/2023	Submitted by Department: Financial Services
Ref No: 5/15/1	Author/s: A Abrahams
Coll No: 2107086	Referred from: Finance Serv Portf-14/11/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>



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9.2	WRITING-OFF OF IRRECOVERABLE DEBT (5.10 OF WRITING-OFF POLICY) – HANDED OVER ACCOUNT (777770012682) NORTHERN PAARL RECREATION ASSOCIATION
	AFSKRYF VAN ONVERHAALBARE SKULD (5.10 VAN AFSKRYWINGBELEID) OORHANDIGDE REKENING (777770012682) NOORDER-PAARL ONTSPANNINGSVERENIGING
	UKUCINYWA KWAMATYALA ANGAHLAWULWAYO (5.10 UMGAQO NKQUBO WOKUCINYWA KWAMATYALA) – IAKHAWUNTI EZINIKEZELWEYO (777770012682) NORTHERN PAARL RECREATION ASSOCIATION

See confidential minutes.

Meeting: MC – 15/11/2023	Submitted by Department: Financial Services
Ref No: 5/15/1	Author/s: A Abrahams
Coll No: 2097445	Referred from: Finance Serv Portf-14/11/2023
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:

9.3	DRAKENSTEIN OUTSTANDING COUNCIL PROPERTY LEASE REPORT AS AT 31 OCTOBER 2023
	DRAKENSTEIN UITSTAANDE RAADSEIENDOM HUURVERSLAG SOOS OP 31 OKTOBER 2023
	INGXELO YAMATYALA EPROPATI YEBHUNGA LASE DRAKENSTEIN NGOBUNJALO NGOMHLA WE 31 EYEDWARHA 2023

See confidential minutes.

Meeting: MC – 15/11/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 2107098	Referred from: Finance Serv Portf-14/11/2023
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:



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<b>9.4</b>	<b>DRAKENSTEIN OUTSTANDING DEBTORS REPORT AS AT 31 OCTOBER 2023</b>
	<b>DRAKENSTEIN UITSTAANDE DEBITEUREVERSLAG SOOS OP 31 OKTOBER 2023</b>
	<b>INGXELO YAMATYALA ASE DRAKENSTEIN NGOBUNJALO NGOMHLA 31 EYEDWARHA 2023</b>

See confidential minutes.

Meeting: MC – 15/11/2023	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 2109533	Referred from: Finance Serv Portf-14/11/2023
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

<b>10.</b>	<b>URGENT MATTERS</b>
	<b>DRINGENDE SAKE</b>
	<b>IMIBA ENGXAMISEKILEYO</b>

None.

The meeting ended at 10:58.

**CHAIRPERSON:**



**DATE:**

8/12/2023

Confirmed with/without amendments.

*fg/rs*





**Mayoral Committee Attendance Register**

**Date: 15 November 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/HOOPSWEEP  
CLERK RUC CHRISTEPHINE KEARNS  
DRAKENSTEIN MUNICIPALITY/ MUNISIPALITEIT

15/11/2023

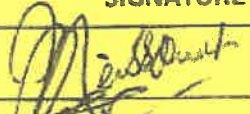
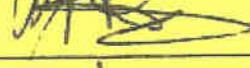







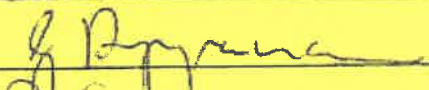

Mayoral Committee Attendance Register

Date: 15 November 2023

Time: 10:00

Venue: Council Chambers

OFFICIALS

SURNAME	INITIALS	TITLE	SIGNATURE
LEIBBRANDT 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 Executive Director: Engineering Services	L	MR	
BARNARD Executive Director: Public Safety	E	MS	
# Senior Manager: Legal & Admin	N	MS	
September	C	MISS	
TARTAG	R	MS	
			
R. G. J. J. J.	R	Ms	

OFFICE OF THE / KANTOOR VAN DIE  
CHIEF WHIP/ROOFSWEEP  
CLERK / BY: CHRISTOPHINE KEARNS  
DRAKENSBURG MUNICIPALITY / MUNISIPALITEIT



15/11/2023

