

## DRAKENSTEIN MUNICIPALITY

## MINUTES: MAYORAL COMMITTEE

ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL ON THURSDAY, 05 DECEMBER 2019 AT 09:00.

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- PRESENT:** The Executive Mayor, Ald C J Poole (Chairperson)  
The Deputy Executive Mayor, Clr G C Combrink
- Councillors:** Ald J F le Roux  
M A Andreas  
C Kearns  
E Gouws  
J Miller  
L P Mokoena  
Ald R Smuts  
L T van Niekerk  
R H van Nieuwenhuyzen  
L Willemse
- Also Present:** Clr A C Stowman (Speaker)  
Clr R A Koegelenberg (Chief Whip)  
Clr J Matthee (MPAC Chairperson)  
Clr A M Richards (Leader of Opposition)
- Officials:** Dr J H Leibbrandt (City Manager)  
Mr J Carstens (Chief Financial Officer)  
Mr S Johaar (Executive Director: Corporate Services)  
Ms L Waring (Executive Director: Planning and Development)  
Mr G Esau (Executive Director: Community Services)  
Mr M Wüst (Executive Director: Engineering Services)  
Ms R Jaftha (Chief Audit Executive)  
Mr A V Marais (Senior Manager: Legal and Administrative Services)  
Ms R Geldenhuys (Manager: Communication and Marketing)  
Mr G Dippenaar (Chief Risk Officer)  
Mr F P Goosen (Manager: Administrative Support Services)  
Ms W Prins (PMS Officer)  
Mr P January (Senior Administrative Officer)



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**DRAKENSTEIN MUNICIPALITY****MINUTES: MAYORAL COMMITTEE  
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**1. LEAVE ARRANGEMENT AND NON-AVAILABILITY OF COUNCILLORS AND SENIOR MANAGEMENT**

None.

**2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR**

The Executive Mayor expressed a word of thanks to members of the Mayoral Committee, The City Manager and the administration for good work done during the year.

**3. DECLARATION OF INTEREST BY COUNCILLORS/OFFICIALS**

None.

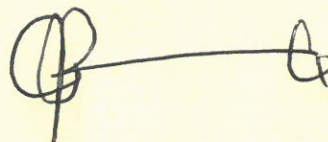
**4. CONFIRMATION OF MINUTES**

The minutes of the Ordinary meeting of the Mayoral Committee held on 20 November 2019 was **confirmed as correct**.

**5. SCHEDULE OF DECISIONS**

**RESOLVED that**

The Schedule of Decisions **be noted**.

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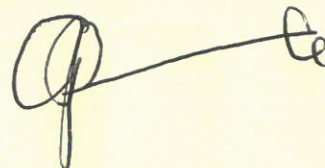
## DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE  
05 DECEMBER 20196. CORPORATE SERVICES

6.1	<b>FINAL APPROVAL: LEASE OF A PORTION OF MUNICIPAL PROPERTY, ERF 8058 WELLINGTON TO ADJOINING LANDOWNER, MR R ALEXANDER (WARD 11)</b>
	<b>FINALE GOEDKEURING: HUUR VAN 'N GEDEELTE VAN MUNISIPALE EIENDOM, ERF 8058 WELLINGTON AAN DIE AANLIGGENDE EIENAAR, MNR R ALEXANDER (WYK 11)</b>
	<b>UKUQINISEKISWA KOKUGQIBELA: UKUQESHISWA KWECEBA LEPROPATI KAMASIPALA, ISIZA 8058 WELLINGTON KUFUTSHANE NOMNINI, MNU R ALEXANDER (WADI 11)</b>

**RECOMMENDED that**

1. In terms of Regulation 34 of the Municipal Asset Transfer Regulations read together with Paragraph 13 of the Asset Transfer Regulations (2019), **final approval** be granted for the lease of a portion of Erf 8058, Frederick Street, Wellington, measuring  $\pm 920\text{m}^2$  in extent to the owner of Erf 8057 Wellington, Mr R Alexander, for the purpose of securing his property, subject to the standard lease conditions as well as the following terms and conditions:
  - 1.1 The property will be leased at a market rental amount of R233.74 per month (VAT excluded, 8% escalation per annum included);
  - 1.2 The lease endures for a period of three (3) years as from 1 December 2019;
  - 1.3 No compensation will be payable to Mr R Alexander for improvements made, upon cancellation of the lease;
  - 1.4 The lease area may only be utilized for the purpose of securing Mr R Alexander's existing property and no structures, planting of trees or any other activities will be allowed on the property and specifically having regard to the safeguarding of municipal services;
  - 1.5 Access to the municipal sewer pipes must be available at all times; and
  - 1.6 All administrative and legal requirements be adhered to.





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2. 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. Furthermore a public consultation process was followed during which other parties had the opportunity to submit an application. None were received.

Meeting: Mayoral Committee – 05/12/2019	Submitted by Department: Corporate Services
Ref No: 15/4/1 (8058) W	Author/s: N Williams
Coll No: 1584957	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

**6.2 DONATIONS MADE BY POLITICAL OFFICE BEARERS IN TERMS OF THE DONATION POLICY: THE EXECUTIVE MAYOR, DEPUTY EXECUTIVE MAYOR AND SPEAKER: PERIOD 1 JULY 2019 TO 30 SEPTEMBER 2019**

**DONASIES GEMAAK DEUR DIE POLITIEKE AMPSBEKLEËRS INGEVOLGE DIE DONASIEBELEID: DIE UITVOERENDE BURGEMEESTER, UITVOERENDE ONDERBURGEMEESTER EN SPEAKER: PERIODE 1 JULIE 2019 TOT 30 SEPTEMBER 2019**

**IZIPHO EZENZIWE NGABABAMBE I OFISI YOPOLITIKO NJENGOKO KEBEKIWE KUMGAQO NKQUBO WEZIPHO: USODOLOPHU WESIGQEBA, ISEKELA SODOLOPHU WESIGQEBA KUNYE NOSOMLOMO WEBHUNGA: IXESHA 1 JULAYI 2019 UKUYA KU 30 SEPTEMBER 2019**

**RESOLVED that**

The donations made by the Executive Mayor, Deputy Executive Mayor and Speaker for the period 1 July 2019 to 30 September 2019, be noted.

Meeting: Mayoral Committee	Submitted by Department: Corporate Services
Ref No: 5/13/1/1	Author/s: L Nojozi
Coll No: 1597369	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>



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<b>6.3 REPORT ON WARD COMMITTEE MEETINGS: PERIOD 1 OCTOBER 2019 TO 15 NOVEMBER 2019</b>
<b>VERSLAG OOR WYKSKOMITEEVERGADERINGS: PERIODE 1 OKTOBER 2019 TOT 15 NOVEMBER 2019</b>
<b>INGXELO YENTLANGANISO ZEKOMITI ZEWADI: IXESHA 1 OKTOBHA 2019 UKUYA KU 15 NOVEMBA 2019</b>

**RECOMMENDED that**

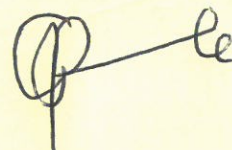
1. The ward committee meetings held during the period 1 October 2019 until 15 November 2019, be noted; and
2. Appropriate actions be taken against Ward Councillors who do not provide the minutes of ward meetings or who do not hold a ward committee meeting at least once a quarter.

Meeting: Mayoral Committee – 05/12/2019	Submitted by Department: Corporate Services		
Ref No: 3/3/1/3/10	Author/s: L Nojozi		
Coll No: 1600051	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

<b>6.4 PROPOSED DIRECT ALIENATION OF THE IKHWEZI FACILITY SITUATED ON ERF 19519 PAARL TO ISIPANI FOUNDATION FOR A SKILLS DEVELOPMENT CENTRE AND OTHER VARIOUS USES (WARD 9)</b>
<b>VOORGESTELDE DIREKTE VERVREEMDING VAN DIE IKHWEZI FASILITEIT GELEË OP ERF 19519 PAARL AAN ISIPANI FOUNDATION VIR ONTWIKKELING VAN 'N VAARDIGHEIDS-ONTWIKKELINGSENTRUM EN VERSKEIE ANDER GEBRUIKE (WYK 9)</b>
<b>ISINDULULO SOKUPHEPHELE NGQO KWESAKHIWO I KHWEZI EKWISIZA 19519 E PAARL KWI ISIPANI FOUNDATION KUSENZELWA ISENTA YOKUPHUHLISA IZAKHONO KUNYE NEKUSETYENZISWA KWIZINTO EZOHLUKANEYO(WADI 9)</b>

**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





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- 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 *final approval* be granted for the alienation of Erf 19519, Paarl at a subsidized selling price of 5% of the market value which amounts to R145,000.00 (VAT excluded), via a direct alienation to Isipani Foundation NPC 2014/102353/08, subject to the normal conditions of sale and the following further conditions:
- 2.1 The subject property must be utilised for the purposes set out in the business proposal submitted by applicant marked as Annexure B to the departmental report and specifically for:
- Skills Development Centre;
  - Business Incubation Facility;
  - Community Museum; and
  - Indoor Sport Facility.
- 2.2 The purchaser will be responsible for all costs related to the transaction and the renovations/development;
- 2.3 The municipality must at all times have access to the subject property for maintenance and upgrading of services on the site;
- 2.4 The proposed renovation and development of the subject property must be completed within a period of 36 months from date of registration of transfer and is subject to the development timeframes as set out in the standard conditions of sale attached as Annexure C to the departmental report, paragraphs 1.4, 1.12 and 3.2;
- 2.5 Any re-development and/or construction work undertaken on the subject property must comply with all relevant statutory requirements and subject to obtaining building plan approvals; and
- 2.6 The purchaser must note the heritage status at the property and the restrictions it pose.
3. In terms of Paragraph 13 of the Asset Transfer Policy, the property be alienated by direct negotiation due to the fact that the property poses substantial financial challenges which can only be addressed by a purchaser with the financial means such as the applicant. The sale of the property is urgent in order to avoid further





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deterioration. The proposal has been advertised for objections, comments and/or counter offers and none were received; and

4. The applicant be granted consent to take occupation of the premises at own risk after the date of Council approval.

Meeting: Mayoral Committee – 05/12/2019	Submitted by Department: Corporate Services
Ref No: 15/4/1 (19519) P	Author/s: N October
Coll No: 1598857	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

<b>6.5 RECRUITMENT AND SELECTION OF CHIEF FINANCIAL OFFICER AND ACTING ARRANGEMENTS</b>
<b>WERWING EN KEURING VAN HOOF FINANSIËLE BEAMPTE EN WAARNEMINGSREËLINGS</b>
<b>UKUQESHA NOKUKHETHA KWEGOSA ELIYINTLOKO LEZEMALI KUNYE NOKULUNGISA INDLELA YOKUBAMBELA</b>

**RECOMMENDED that**

1. The contract termination date, being 1 April 2020 of the current Chief Financial Officer, Mr Jacques Carstens, be noted;
2. The Municipal Council hereby confirms that:
  - 2.1 The position of Chief Financial Officer is required to meet the strategic objectives of the Municipality;
  - 2.2 The job description for the post has been developed;
  - 2.3 The remuneration and other conditions of employment attached to the post is governed by the applicable Regulation;
  - 2.4 The post has been budgeted for and sufficient funds are available for the remaining period of the medium term expenditure framework; and
  - 2.5 Approval is hereby granted for the filling of the post of Chief Financial Officer.
3. Authorisation be granted to the City Manager to place an advert for the position of Chief Financial Officer in the newspaper circulating nationally and provincially within 14 days;



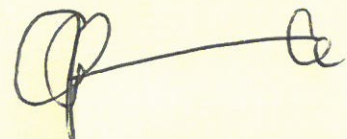


## DRAKENSTEIN MUNICIPALITY

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4. The selection panel be made up of the following persons:
- 4.1 The City Manager who will be the chairperson;
  - 4.2 The Deputy Mayor whose portfolio comprises of Finance; and
  - 4.3 An external expert in the functional area relevant to the position as determined by the City Manager in consultation with the Executive Mayor.
5. In the event that the recruitment process is not finalized, Ms Cindy Lategan, Senior Manager: Budgets, Assets and Financial Reporting or Ms Nthabiseng Keketsi, Senior Manager: Revenue and Expenditure, be appointed as Acting Chief Financial Officer in accordance with a schedule determined by the City Manager until the position is filled; and
6. An acting allowance, if applicable, be paid to Ms Lategan or Ms Keketsi for their acting period.

Meeting: Mayoral Committee – 05/12/2019		Submitted by Department: Corporate Services	
Ref No: 4/6/3/1		Author/s: S Johaar	
Coll No: 1595295		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>





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**7. FINANCE**

<b>7.1 RETROSPECTIVE APPLICATION OF TARIFF DOWNGRADE FROM BULK USERS ELECTRICITY TARIFF TO COMMERCIAL THREE PHASE ELECTRICITY TARIFF – FROM 01 JULY 2019</b>
<b>TERUGWERKENDE TOEPASSING VAN TARIEF AFGRADERING VAN GROOTMAAT ELEKTRISITEITSTARIEF – VANAF 01 JULIE 2019</b>
<b>UKUQWALASELWA KWESICELO SOKUTHOBA IRHAFU UKUSUKELA KWIRHAFU YESIMBUKU YOKUSEBENZISA UMBANE UKUYA KWIRHAFU EGQELEKILEYO YOLUHLU OLUTHATHU – UKUSUKELA 01 JULAYI 2019</b>

**RECOMMENDED that**

Council approves the retrospective application of the three phase commercial electricity tariff from 1 July 2019 in cases where consumers downgraded from the new bulk user electricity tariff (tariff 2.4.1 or 2.4.2) to the three phase commercial electricity tariff (tariff 2.2.3) during the 2019/2020 financial year, be approved.

Meeting: Mayoral Committee – 05/12/2019	Submitted by Department: Financial Services		
Ref No: 5/5/1	Author/s: N Keketsi		
Coll No: 1603073	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

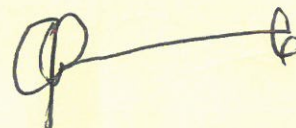
**8. URGENT MATTERS**

<b>8.1 BUDGET : UPGRADING AND MAINTENANCE OF PROVINCIAL ROADS</b>
<b>BEGROTING : OPGRADERING EN INSTANDHOUDING VAN PROVINSIALE PAAIE</b>
<b>UHLAHLLO LWABIWO MALI: UKUGQBELA PHAMBILI KUNYE NOKULUNGISWA KWENDLELA ZEPHONDO</b>

The City Manager tabled a draft in the above regard and indicated that the item will be finalized for the Council meeting.

**RECOMMENDED that**

1. The following budget be approved for submission to the Department of Transport, Western Cape Government for inclusion in their budget for 2020/21:





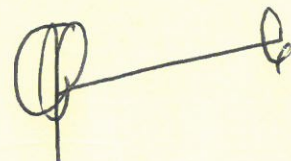
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- 1.1 R67,768,000 in Capital : Reconstruction and upgrading of MR211, Oosbosch Street; and
- 1.2 R2,000,000 in Maintenance : General maintenance of provincial roads.
- 2. The following capital budget be provided in the municipal Adjustment Budget for 2019/20:
  - 2.1 R39,378,500 in Capital : Provincial Grant Subsidy, Reconstruction and Upgrading of MR211, Oosbosch Street; and
  - 2.2 R3,500,000 in Capital: Own funds, Reconstruction and Upgrading of MR211, Oosbosch Street.
- 3. The following capital budget be provided in the municipal budget for 2020/21:
  - 3.1 R56,000,000 in Capital : Provincial Grant Subsidy, Reconstruction and Upgrading of MR211, Oosbosch Street; and
  - 3.2 R19,100,000 in Capital : Own funds, Reconstruction and Upgrading of MR211, Oosbosch Street.

All above mentioned figures are VAT excluded.

Meeting: Mayoral Committee - 05/12/2019		Submitted by Department: Engineering Services	
Ref No: 16/3/6/4		Author/s: C Lötzi	
Coll No: 1602599		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>





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8.2	REPRIORITIZATION OF IUDG FUNDS ALLOCATED TO SARON WATER TREATMENT PLANT PROJECT
	HER-PRIORITISERING VAN IUDG BEFONDSING VIR DIE SARON WATERBEHANDELINGSWERKE PROJEC
	UKUBEKELA PHAMBILI KOBONELELO LWE IUDG FUNDS KWI SARON WATER TREATMENT PLANT PROJECT

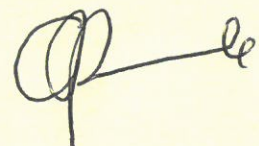
The City Manager tabled a draft in the above regard and indicated that the item will be finalized for the Council meeting.

**RECOMMENDED that**

1. The current remaining budget of R35,955,135.93 be reallocated to the following projects, being:
  - 1.1 Eradication of Sewer Network Backlogs for the poor in a budget amount of R8,700,000;
  - 1.2 Reseal of roads serving the poor for a budget amount of R11,155,135.93;
  - 1.3 Upgrading of Paarl East Rental stock for poor beneficiaries (aprons around flats) in a budget amount of R6,000,000;
  - 1.4 Replace/upgrade water reticulation systems (Main Road water pipeline, Wellington) in a budget amount of R10,100,000.

All above mentioned figures are VAT excluded.
2. The required virements to the relevant votes be done without delay to enable the alternative projects to proceed.
3. The Saron WTW will be placed back on the budget prioritization list for the 2020/21 MTREF and assessed by the Budget Steering Committee as part of the process to table the budget to Council.

Meeting: Mayoral Committee – 05/12/2019	Submitted by Department: Engineering Services
Ref No: 16/3/6/4	Author/s: A Kowalewski
Coll No: 1604209	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>





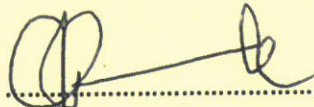
**DRAKENSTEIN MUNICIPALITY**

**MINUTES: MAYORAL COMMITTEE**  
**05 DECEMBER 2019**

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The meeting ended at 09:28.

**CHAIRPERSON:**



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**DATE:**

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Confirmed with/without amendments.

*PJ/rs*





**Mayoral Committee Attendance Register**

Date: 05 December 2019

Time: 09:00

Venue: Council Chambers

SURNAME	INITIALS	TITLE	CELLPHONE	SIGNATURE
POOLE Executive Mayor	C J	MR	0785304285 0824979046	
COMBRINK Deputy Executive Mayor (Financial Services)	G C	MR	0824553445	
LE ROUX (Engineering Services)	J F	MR	0834595965	
ANDREAS (Rural Management)	M A	MS	0767901066	
KEARNS (Environment, Parks and Open Spaces)	C	MS	0765018441 0769406614	
GOUWS (Social Services)	E	MS	0824479711	
MILLER (Planning and Development)	J	MR	0834400507	
MOKOENA (Corporate Services)	L P	MS	0734198671	
SMUTS (Public Safety)	R	MR	0824948467	
VAN NIEKERK (Sport, Recreation, Arts and Culture)	L T	MS	0818858365	
VAN NIEUWENHUYZEN (Communication and Inter- Governmental Relations (IGR))	R H	MR	0826296239	
WILLEMSE (Human Settlements and Property Management)	L	MS	0820799421	
STOWMAN SPEAKER	AC	MR	0791895359	
KOEGELEBERG CHIEF WHIP	RA	MR	0832693138	
MATTHEE CHAIRMAN: MPAC	J	MR	0824486180	
RICHARDS LEADER OF OPPOSITION	AM	MR	0827860053	

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

5/12/2019