

DRAKENSTEIN MUNICIPALITY

MINUTES OF AN ORDINARY MEETING OF THE MUNICIPAL COUNCIL HELD IN THE COUNCIL CHAMBERS, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON FRIDAY, 31 MAY 2019 AT 10:00.

PRESENT: **Councillors (see attendance register)**

Senior Officials:	Dr J H Leibbrandt	(City Manager)
	Mr S Johaar	(Executive Director: Corporate Services)
	Mr J Carstens	(Chief Financial Officer)
	Ms L Waring	(Executive Director: Planning and Development)
	Mr G Esau	(Executive Director: Community Services)
	Mr C Lotz	(Acting Executive Director: Engineering Services)
	Ms R Jaftha	(Chief Audit Executive)
	Mr A V Marais	(Senior Manager: Legal and Administration)
	Ms C September	(Manager: IDP and Performance Management)
	Ms R Geldenhuys	(Manager: Communication and Marketing)
	Mr G Dippenaar	(Chief Risk Officer)
	Mr F P Goosen	(Manager: Administrative Support Services)
	Ms W Prins	(Performance Management Officer)

ABSENT: **Councillors (see attendance register)**



3
DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019

1. CONSIDERATION OF APPLICATIONS BY COUNCILLORS FOR LEAVE OF ABSENCE FROM COUNCIL/COMMITTEE MEETINGS
OORWEGING VAN AANSOEKE DEUR RAADSLEDE VIR VERLOF VAN AFWESIGHEID VAN RAAD/KOMITEEVERGADERINGS
UKUQWALASELWA KWEZICELO ZOCEBA ZOKUNGABIKO KWIBHUNGA/ KWINTLANGANISO ZEBHUNGA

The following applications for leave of absence were approved in terms of the Rules of Order of Council:

1. Clr FP Cupido - apology;
2. Ald CJ Poole - apology; and
3. Clr S Ross - apology.

2. CONFIRMATION OF MINUTES
BEKRAGTIGING VAN NOTULE
UKUQINISEKISWA KWEMIZUZU

The minutes of the Ordinary meeting of the Municipal Council held on 30 April 2019 was confirmed as correct.

2.1 IMPLEMENTATION OF COUNCIL DECISIONS
IMPLEMENTERING VAN RAADSBESLUITE
UKUMISELWA KWEZIGQIBO ZEBHUNGA WESIGQEBA

Noted.

3. MINUTES: MAYORAL COMMITTEE
NOTULE: BURGEMEESTERSKOMITEE
IMIZUZU: IKOMITI KASODOLOPHU

The minutes of the following meetings of the Mayoral Committee were noted:

- (i) Ordinary meeting held on 24 April 2019;
- (ii) Ordinary meeting held on 30 April 2019; and
- (iii) Confidential meeting held on 30 April 2019.

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

4.	STATEMENTS AND COMMUNICATIONS BY THE EXECUTIVE MAYOR/DEPUTY EXECUTIVE MAYOR
	VERKLARINGS EN MEDEDELINGS DEUR DIE UITVOERENDE BURGEMEESTER/UITVOERENDE ONDERBURGEMEESTER
	INGXELO KUNYE NOQHAKAMSHELWANO NGU SODOLOPHU WESIGQEBA/ISEKELA LIKASODOLOPHU WESIGQEBA

The Deputy Executive Mayor made the following announcements:

1. Wished the Muslim community a blessed Eid Mubarak.
2. The Executive Mayor is making good recovery and will return to office on 11 July 2019.
3. A new waste drop-off facility was erected at Mbekweni and more facilities will be rolled out to other wards over time.

5.	STATEMENTS AND COMMUNICATIONS BY THE SPEAKER
	VERKLARINGS EN MEDEDELINGS DEUR DIE SPEAKER
	INGXELO KUNYE NOQHAKAMSHELWANO NGU SOMLOMO

The Speaker made the following announcements/requests:

1. Congratulated councillors who celebrated their birthdays during May 2019.
2. Reminded Councillors to return memory sticks to the Administration.
3. Council will be on recess from 24 June to 8 July 2019.
4. Ward projects must be submitted on the prescribed template to the Office of the Speaker before 28 June 2019.
5. Ward operational projects must be signed and handed in at the Office of the Speaker.
6. All ward councillors to assist residents who reside in their wards with proof of address.
7. The Council meeting is scheduled for 24 June 2019.
8. Wished the Muslim Community a joyous, peaceful and blessed Eid.

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

5.1	DISCLOSURE OF INTERESTS BY COUNCILLORS/OFFICIALS
	VERKLARING VAN BELANGE DEUR RAADSLEDE/AMPTENARE
	UKUBHENGEZA KOMDLA NGOCEBA/AMAGOSA

None.

6.	STATUTORY MATTERS
	STATUTÊRE SAKE
	IMIBA YOMTHETO

None.

(A request from the ANC to change the order of the agenda to allow the IDP and Budget to be discussed first, was not granted by the Speaker).

7.	CONSIDERATION OF REPORTS BY THE MAYORAL COMMITTEE
	OORWEGING VAN VERSLAE DEUR DIE BURGEMEESTERSKOMITEE
	UKUQWALASELWA KWEENGXELO YIKOMITI KASODOLOPHU WESIGQEBA

7.1	REPORT ON TENDER AWARDS: APRIL 2019
	VERSLAG OOR TENDERTOEkENNINGS: APRIL 2019
	INGXELO NGONIKEZELO LWETHENDA: APRELI 2019

Several questions related to the B-BBEEE status of appointed service providers, whether they are local firms and training offered to local contractors were raised by the ANC and EFF and responded to. The City Manager explained that management was looking into options to promote the use of local service providers where possible.

UNANIMOUSLY RESOLVED that

1. The awards above R200,000 that were adjudicated by the Bid Adjudication Committee for the month of April 2019, **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:	Council – 31/05/2019	Submitted by Department:	Financial Services
Ref No:	8/1/2/1	Author/s:	C Hess
Coll No:	1499428	Referred from:	MC – 30 May 2019
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-2	Implement decision	Chief Financial Officer	

6
DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019

7.2	REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: APRIL 2019
	VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: APRIL 2019
	INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA KWINKQUBO ZOKUFUMANA: APRIL 2019

UNANIMOUSLY RESOLVED that

1. In terms of paragraph 36(2) of the Supply Chain Management Policy, the deviations and the reasons for the deviations for the amount of R3,420,117 for April 2019 as recorded by the Accounting Officer under the annexures attached to the departmental report, be noted; and
2. The Chief Financial Officer record the accumulated deviation amount of R17,156,065 for the financial year in the notes to the 2018/2019 annual financial statements as required by legislation.

Meeting: Council-31/05/2019	Submitted by Department: Financial Services
Ref No: 9/1/1/5	Author/s: C Hess
Cell No: 1499468	Referred from: MC - 30/05/2019
PAR:	ACTION:
1-2	Implement decision
	RESPONSIBLE DEPARTMENT:
	Chief Financial Officer
	DUE DATE:

7.3	MUNICIPAL FINANCE MANAGEMENT ACT: SECTION 71 MONTHLY BUDGET MONITORING REPORT FOR APRIL 2019
	MUNISIPALE FINANSIËLE BESTUURSWET: ARTIKEL 71 MAANDELIKSE BEGROTING VERSLAGDOENING VIR APRIL 2019
	UMTHETHO WOKULAWULWA KWEMALI ZIKAMASIPALA: ICANDELO 71 NGOKWENYANGA NGENYANGA INGXELO YOKONGAMELA KOHLAHLLO LWABIWO MALI YENYANGA KA TSHAZIMPPUZI 2019

UNANIMOUSLY RESOLVED that

1. The variance between the actual operating revenue (R1,835,373,454) and the pro rata budgeted operating revenue (R1,829,307,454) has a positive variance of R6,065,493 or 0.33%;
2. The variance between the actual operating expenditure (R1,601,692,621) and the pro rata budgeted operating expenditure (R1,646,168,683) has a positive variance of R44,476,062 or 2.70%;
3. Actual capital expenditure of R379,085,712 represents 61.77% of the total capital budget of R613,680,090 after ten months of the financial year;
4. The actual and committed capital expenditure of R547,178,018 compared with the capital expenditure budget of R613,680,090 represent a spending percentage of 89.16% after ten months of the financial year;

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

5. External borrowings amounted to R1,553,284,092 as at 30 April 2019 and that it represents 74.87% of Drakenstein's total budgeted operating revenue of R2,074,514,728 (conditional capital and operational grants excluded) for the 2018/2019 financial year;
6. Unspent conditional and unconditional grants amounted to R103,732,773 at the end of April 2019;
7. The actual employee related cost expenditure of R521,323,622 compared with the pro rata budgeted expenditure of R521,780,056 relates to a positive variance of R456,434 or 0.09%;
8. Total outstanding debtors as at 30 April 2019 amounted to R313,399,141 and that 30 days and older debt constitutes 60.3% of total outstanding debtors;
9. Domestic consumers owe the municipality R197,390,644 or 63.0% of the municipality's total debtor's book;
10. Outstanding creditors amounted to R7,204,383 as at 30 April 2019;
11. The primary bank account had a positive bank balance at 30 April 2019 which amounted to R71,375,891; and
12. Total investments in cash and shares amounted to R256,508,786 as at 30 April 2019 at the five local banks and Eskom.

Meeting: Council-31/05/2019	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Viola
Coll No: 1509904	Referred from: MC-30/05/2019
PAR:	ACTION:
1-12	Implement decision
	RESPONSIBLE DEPARTMENT:
	Chief Financial Officer
	DUE DATE:

7.4 COUNCILLORS OUTSTANDING DEBT REPORT AS AT 30 APRIL 2019
RAADSLEDE SE UITSTAANDE SKULD VERSLAG SOOS OP 30 APRIL 2019
INGXELO YAMATYALA YOCEBA NGOBUNJALO NGOMHLA 30 UTSHAZIMPPUZI 2019

UNANIMOUSLY RESOLVED that

The report be noted.

Meeting: Council-31/05/2019	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 1497646	Referred from: Mayco - 30/05/2019
PAR:	ACTION:
	RESPONSIBLE DEPT:
	DUE DATE:

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

7.5	STANDBY POLICY
	BYSTAND BELEID
	UMGAQO NKQUBO WOKUHLALA ULINDILE

UNANIMOUSLY RESOLVED that

The Standby Policy be approved.

Meeting: Council-31/05/2019	Submitted by Department: Corporate Services	Author/s: S Johaar	Referred from: Mayco - 30/05/2019
Ref No: 4/P	Author/s:		
Cell No: 1504482	Referred from:		
PAR:	ACTION:	RESPONSIBLE DEPT:	DUE DATE:
1-3	<ol style="list-style-type: none"> 1. Implement decision 2. Update policy folder and place on Intranet 3. Place on website 	<ol style="list-style-type: none"> 1. ED: Corporate Services 2. Administration 3. Communication 	

7.6	REVIEW OF SECTION 14 MANUAL (IN TERMS OF THE PROMOTION OF ACCESS TO INFORMATION ACT 2 OF 2000)
	HERSIENING VAN DIE ARTIKEL 14 GIDS (INGEVOLGE DIE WET OP DIE BEVORDERING VAN TOEGANG TOT INLIGTING, WET 2 VAN 2000)
	UKUHLOLWA KWECANDELO 14 LENCWADI YOKUFUNDISA (NJENGOKO KUBEKIWE KUMTHETHO 2 KA 2000 WOKUKUTHAZA UKUFIKELELA KWINKCUKA)

UNANIMOUSLY RESOLVED that

1. Council approves the minor changes and the content of the Section 14 Manual (in terms of the Promotion of Access to Information Act 2 of 2000);
2. Having regard to the minor changes effected and the cost associated therewith the Section 14 Manual (in terms of the Promotion of Access to Information Act 2 of 2000) not be published; and
3. Council notes that the reviewed Section 14 Manual (in terms of the Promotion of Access to Information Act 2 of 2000) will be made available at the relevant offices of the Municipality as well as on the official municipal website.

Meeting: Council - 31/05/2019	Submitted by Department: Corporate Services	Author/s: M Müller	Referred from: Mayco - 22 May 2019
Ref No: 10/1	Author/s:		
Cell No: 1497518	Referred from:		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-3	Implement decision	ED: Corporate Services	

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

7.7 LEASE OF MUNICIPAL PROPERTY - PORTION 2 OF THE FARM NO 936, PAARL (SIMONDIUM) TO THE SIMONDIUM RURAL DEVELOPMENT FORUM (REGISTRATION NUMBER 077-924- NPO) WARD 1: DEVIATION FROM PARAGRAPH 13.3.2 OF THE ASSET TRANSFER POLICY OF 2018

VERHUUR VAN MUNISIPALE EIENDOM - GEDEELTE 2 VAN DIE PLAAS NR 936 PAARL (SIMONDIUM) AAN DIE SIMONDIUM RURAL DEVELOPMENT FORUM (REGISTRASIE NOMMER 077-924-NPO) WYK 1: AFWYKING VAN PARAGRAAF 13.3.2 VAN BATE OORDRAG BELEID VAN 2018

UKUQESHISA NGEPROPATI KAMASIPALA – ISABELO 2 SEFAMA NO 936, E-PAARL (E-SIMONDIUM) E-SIMONDIUM RURAL DEVELOPMENT FORUM (INOMBOLO YOKUBHALISA 077-924- NPO) KWIWADI 1: UKUNXAXHA KUMHLATHI 13.3.2 WOMGAQO- NKQUBO WOKUDLULISELWA KWEE-ASETHI NGO-2018

UNANIMOUSLY RESOLVED that

1. In terms of Regulation 34 of the Municipal Asset Transfer Regulations *in principle approval and final approval* be granted for the renewal of the lease in respect of a portion of the municipal property situated on Portion 2 of the Farm No 936 Paarl, previously known as the "Simondium Clinic", to the Simondium Rural Development Forum (NPO 077-924) for a 6 (SIX) month period for the purpose of a community center, subject to Council's approval for the deviation from paragraph 13.3.2 of the Asset Transfer Policy of 2018, and further subject to the standard lease conditions as well as the following further conditions:
 - 1.1 The property will be leased at a subsidized rental amount of R121.50 per month being 10 % of the market value (VAT excluded, 8% escalation per annum included);
 - 1.2 The lease endures for a period of 6 (SIX) months;
 - 1.3 All administrative and legal requirements be adhered to; and
 - 1.4 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 for a short period in order to allow a process for the calling of applications.
2. Approval for the deviation from paragraph 13.3.2 of the Asset Transfer Policy of 2018 allowing the Municipality to enter into the lease agreement with the lessee without counter proposals or offers being called for and obtaining objections or comments in respect of this transaction (public participation process) be granted.

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

3. In terms of Regulation 34 of the Municipal Asset Transfer Regulations read together with Paragraph 11 of the Asset Transfer Policy (2018), *in principle approval* be granted to lease a portion of the municipal property situated on Portion 2 of the Farm No 936 Paarl, previously known as the "Simondium Clinic", *by way of a call for applications* for a period of 2 (TWO) years for social care or community purposes as to invite applications from the public (call for applications) and to follow a public participation process, subject to the normal lease conditions as well as the following further conditions:
- 3.1 A subsidized monthly rental calculated at between 5-20% of the market related rental, be determined;
- 3.2 A lease period of 2 (TWO) years will apply;
- 3.3 The subject property only be used for social and community purposes and no other purpose;
- 3.4 The lessee be responsible for payment of all municipal services, connection fees and services consumption, etc.; and
- 3.5 All administrative and legal requirements be adhered to.

Meeting: Council – 31/05/2019		Submitted by Department: Corporate Services	
Ref No: 15/4/1 (936/2) P		Author/s: N Williams	
Call No: 1482252		Referred from: Mayco 22/5/2019	
PAB:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-3	Implement decision	ED: Corporate Services	

11
DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019

7.8	PROPOSED ALIENATION OF ERF 11631, ABATTOIR STREET, PAARL TO PAARL MUSLIM JAMAA (REGISTRATION NO.PBO 930007358) - FINAL APPROVAL - WARD 22
	VOORGESTELDE VERVREEMDING VAN ERF 11631, ABATTOIRSTRAAT, PAARL AAN PAARL MUSLIM JAMAA (REGISTRASIE NR. PBO 930007358) - FINALE GOEDKEURING - WYK 22
	UKUDLULISELWA KWE-ERF 11631, E-ABATTOIR STREET, E-PAARL IBHEKISWA KWI-MUSLIM JAMAA (INO. YOKUBHALISA PBO 930007358) – IMVUME YOKUGQIBELA - IWADI 22

UNANIMOUSLY RESOLVED that

1. In terms of Section 14 of the Municipal Finance Management Act (Act No. 56 of 2003) 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 for the asset has been considered.
2. In terms of Section 14 of the Municipal Finance Management Act (Act No. 56 of 2003) ***final approval*** be granted for the alienation of Erf 11631, Abattoir Street, Paarl, measuring approximately 6 529m² in extent, to the Paarl Muslim Jamaa (Registration no. PBO 930007358) for expansion of the mosque, subject to the normal conditions of sale and the conditions stipulated below:
 - 2.1 The subject property be sold at a subsidized selling price of R38 000.00 (VAT excl.) (calculated at 10% of the market value, R380 000.00);
 - 2.2 The property be developed according to the Site Development Plan as illustrated in Annexure B and in accordance with the requirements of the Civil Engineering Section in respect of parking and entrance and exit points;
 - 2.3 The transaction be subject to the technical conditions as set out in Annexure C;
 - 2.4 A letter be sent to Mr Williams, the owner of Erf 11851, Paarl with regards to his concern relating to parking in front of his driveway by attendees to the mosque and traffic congestion in Lapperts Street; and
 - 2.5 The applicant ensures that the Mosque attendees do not park in front of the neighbouring residents' driveways.

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

3. In terms of par 13 of the Asset Transfer Policy, the property be alienated by way of direct negotiation since the subject property is situated adjacent to the applicant's property, Erf 13048, Paarl (Mosque) and is required for expansion purposes.
4. The lease of Erf 11631 Paarl to the Paarl Muslim Jamaa be extended from 1 January 2018 on a month-to-month basis until the property is registered in the name of the purchaser, at a lease amount of R2 340.54 per month (VAT excl. and 8 % escalation per annum included) and subject to all existing lease conditions.

Meeting: Ref No: Coll No:	Council - 31/05/2019 15/4/1 (11631) P 1490896	Submitted by Department: Author/s: Referred from:	Corporate Services W Rabie Mayco - 22/05/2019
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-4	Implement decision	ED: Corporate Services	

7.9 PROPOSED ALIENATION OF ERVEN 7968 AND 7969 (ROAD RESERVE) AND PORTIONS OF ERF 6577 BLIGNAUT STREET, WELLINGTON FOR EXPANSION OF EXISTING BUSINESS PREMISES - FINAL APPROVAL - WARD 5
VOORGESTELDE VERVREEMDING VAN ERVE 7968 EN 7969 (PADRESERWES) EN GEDEELTES VAN ERF 6577 BLIGNAUTSTRAAT, WELLINGTON VIR UITBREIDING VAN BESTAANDE BESIGHEIDSPERSEEL - FINALE GOEDKEURING - WYK 5
UKUDLULISELWA KWE-ERVEN 7968 NO-7969 (EZIGCINELWE UKWAKHA IINDLELA) KUNYE NEZABELO ZE-ERF 6577 BLIGNAUT STREET, E-WELLINGTON UKWENZELA UKWANDISWA KWEENDAWO ZAMASHISHINI EZIKHOYO – IMVUME YOKUGQIBELA – KWIWADI 5

UNANIMOUSLY RESOLVED that

1. In terms of Section 14 of the Municipal Finance Management Act (Act No. 56 of 2003) 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 for the asset has been considered.
2. In terms of Section 14 of the Municipal Finance Management Act (Act No. 56 of 2003) **final approval** be granted for the alienation of Erven 7968 and 7969 Wellington (road reserves, each measuring approximately 110m² in extent) and portions of Erf 6577 Wellington, Blignaut Street, measuring approximately 665m² in extent, to Hossain Shah, owner of the adjacent Erven 6573 and 7985 Wellington, subject to the normal conditions of sale and the following further conditions:

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

- 2.1 The subject property be sold at a market related selling price of R133 479.00 (VAT excluded) as determined by an independent valuer; and
- 2.2 The transaction be subject to the technical conditions as set out in Annexure B.
3. In terms of paragraph 13 of the Asset Transfer Policy, portions of Erven 7968 and 7969 Wellington and portions of Erf 6577 Wellington be alienated by way of direct negotiation since the subject property is non-viable land adjacent to the existing properties of the applicant and cannot be sold as separate independent land units.

Meeting: Council - 31/05/2019	Submitted by Department: Corporate Services		
Ref No: 15/4/1	Author/s: W Rabie		
Coll No: 1490794	Referred from: Mayco - 22/5/2019		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-3	Implement decision	Corporate Services	

7.10 PROPOSED ALIENATION AND DEVELOPMENT OF ERF 26440, PAARL FOR CRECHE/SOCIAL WELFARE PURPOSES VIA CALL FOR APPLICATIONS - WARD 14

VOORGESTELDE VERVREEMDING EN ONTWIKKELING VAN ERF 26440, PAARL VIR VOORSKOOLSE ONTWIKKELINGSDOELEINDES VIA 'N UITNODIGING VAN AANSOEKE - WYK 14

UKUDLULISELWA NOKUPHULISWA OKUCETYISWAYO KWE-ERF 26440, E-PAARL NGEENJONGO ZOKUYISEBENZISA KWIKHRISHI/KWEZENTLALONTLE YOLUNTU NGOKUSEBENZISA UKWENZA IZAZISO ZEZICELO – KWIWADI 14

UNANIMOUSLY RESOLVED that

1. In terms of Section 14 of the Municipal Finance Management Act (Act No 56 of 2003), ***in principle approval*** be granted for the alienation of Erf 26440 Paarl situated in Clay Street, measuring approximately $\pm 785\text{m}^2$ in extent by way of a call for applications, for Early Childhood Development purposes.
2. Interested parties be invited to submit applications for the acquisition of the site, by way of advertising in the local press.
3. The proposed transaction be subject to the normal conditions of sale and the following further conditions:
 - 3.1 All required land use rights applications be undertaken by the municipality;
 - 3.2 A pre-emptive and reverslonyary right be registered in favour of the municipality against the title of the property to be alienated;

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

- 3.3 The ECD site be sold at a subsidized selling price of between 5% and 20% of the market value, the latter to be determined by an independent valuer;
 - 3.4 All other cost related to the transfer of the property will be for the account of the successful applicant;
 - 3.5 Should it be required, the relocation or protection of any municipal services must be done in consultation with the Department: Engineering Services. All costs relating to the connection and possible relocation of services, will be for the purchaser's cost;
 - 3.6 Any damage caused to municipal services will be repaired at the cost of the successful applicant;
 - 3.7 Parking space to be provided on the premises for the proposed development and provision must be made for a pick-up and drop off space on the subject property; and
 - 3.8 The transaction be subject to all requirements as indicated by the technical departments.
4. All submitted applications be assessed against the criteria as set out in the Asset Transfer Policy and other relevant and applicable criteria.
5. The sale of the subject property will be subject to the standard conditions of sale and any further conditions, which will be incorporated in further reports for final approval to be presented to Council.

Meeting: Council - 31/05/2019		Submitted by Department: Corporate Services	
Ref No: 15/4/1 26440) P		Author/s: W Rabie	
Coll No: 1491309		Referred from: Mayco - 22/5/2019	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
1-5	Implement decision	ED: Corporate Services	

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

7.11 PROPOSED CLOSURE AND ALIENATION OF PORTIONS OF ERVEN 1245 (DE VILLIERS STREET), 1330, 1373 AND 1375 PAARL TO MONEYLINE 349 (PTY) LTD
VOORGESTELDE SLUITING EN VERVREEMDING VAN GEDEELTES VAN ERWE 1245 (DE VILLIERSSTRAAT), 1330, 1373 EN 1375 PAARL AAN MONEYLINE 349 (EDMS) BPK
UKUVALWA NOKUDLULISELWA OKUCETYISWAYO KWEZ AHLULO ZEE-ERVEN 1245 (DE VILLIERS STREET), 1330, 1373 NO-1375 E-PAARL UKUYA E-MONEYLINE 349 (PTY) LTD

UNANIMOUSLY RESOLVED that

1. In terms of Section 14 of the Municipal Finance Management Act (Act No. 56 of 2003) 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 for the asset has been considered.

2. In terms of Section 14 of the Municipal Finance Management Act, (No 56 of 2003), ***final approval*** be granted for the alienation of portions of Erven 1245 (De Villiers Street), 1330, 1373 and 1375 Paarl, measuring $\pm 830\text{m}^2$ in extent in total, to Moneyline 349 (Pty) Ltd, at a market related selling price of R110/m² amounting to R91 300-00 (VAT excluded), for the expansion of the Oude Rembrandt Mall precinct, subject to the normal conditions of sale as well as the following conditions:
 - 2.1 No structures will be permissible over or within 3 metres of any municipal services. Any construction whether temporary or permanent in nature and/or planting of trees must be done in consultation and with prior approval from the Engineering Services Department to ensure that no services are damaged and any damage to services as a result of such construction will be for the applicant's account;
 - 2.2 The municipality must have access to all municipal services situated on the subject properties at all times for required maintenance work and/or upgradings and It is required that a services servitude be registered in favour of the municipality in this regard;
 - 2.3 All technical conditions as required by the technical departments, must be complied with;
 - 2.4 All costs relating to the transaction will be for the applicant's account; and
 - 2.5 Unobstructed vehicle access along the Berg River Boulevard to surrounding businesses and the Department of Home Affairs must be ensured by the applicant.

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

3. The closure, rezoning, subdivision and consolidation of the portions of Erven 1245 (De Villiers Street), 1330, 1373 and 1375 Paarl be approved.
4. In terms of paragraph 13 of the Asset Transfer Policy, portions of Erven 1245, 1330, 1373 and 1375 Paarl be alienated by way of direct negotiation since the subject property is non-viable land adjacent to the existing properties of the applicant and cannot be sold as separate independent land units.

Meeting: Ref No: Coll No:	Council - 31/05/2019 15/4/1 (1245) P 1488905	Submitted by Department: Author/s: Referred from:	Corporate Services N October Mayco - 22/05/2019
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
1-4	Implement decision	ED: Corporate Services	

7.12 QUARTERLY REPORT ON WARD COMMITTEE MEETINGS: PERIOD 1 JANUARY 2019 TO 31 MARCH 2019
KWARTAALLIKSE VERSLAG OOR WYKSKOMITEEVERGADERINGS: PERIODE 1 JANUARIE 2019 TOT 31 MAART 2019
INGXELO YEKOTA YENTLANGANISO ZEKOMITI ZEWADI: IXESHA 1 KWEYOMQUNGU 2019 UKUYA 31 KWEYOKWINDLA 2019

The Speaker indicated that he will attend to the matter raised by the ANC with respect to ward meetings in Ward 31. The need for support by the Speaker's office to ward councillors, was again stressed.

UNANIMOUSLY RESOLVED that

1. Cognizance be taken of ward committee meetings held during the period 1 January 2019 until 31 March 2019; and
2. The 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: Ref No: Coll No:	Council - 31/05/2019 3/3/1/3/10 1484329	Submitted by Department: Author/s: Referred from:	Corporate Services L. Nojoi Mayco - 22/05/2019
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
1-2	Implement decisions	ED: Corporate Services	

17

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

**7.13 FILLING OF VACANT POSITIONS ON WARD COMMITTEES
VUL VAN VAKANTE POSISIES OP WYKSKOMITEES
UKUGCWALISWA KWEZITHUBA KWIKOMITI ZEENQILA**

The Portfolio councillor reported that the item was withdrawn.

Noted.

Meeting: Ref No: Coll No:	Council - 31/05/2019 17/9/5 1504432	Submitted by Department: Author/s: Referred from:	IDP and Performance Management C September MC - 30/05/2019
PAR:	ACTION: Re-submit Item	RESPONSIBLE DEPT: Manager: IDP / PMS	DUE DATE:

**7.14 INTRODUCTION OF THE DRAFT AMENDMENTS TO THE DRAKENSTEIN MUNICIPALITY
PROBLEM BUILDING BY-LAW
BEKENDSTELLING VAN DIE KONSEP WYSIGINGS AAN DIE DRAKENSTEIN MUNISIPALE
VERODENING OP PROBLEEM GEBOUE
UKWAZISWA KWEZILUNGISO EZIQLUNQIWEYO KUMTHETHO WENGINQI WEENGXAKI
ZEMAKHIWO KUMASIPALA WASE DRAKENSTEIN**

The ANC and EFF requested that public meetings be arranged to explain the proposed amendments to the by-law to residents.

UNANIMOUSLY RESOLVED that

The draft Drakenstein Municipality: Problem Premises By-law, 2018 (Annexure A), be published for public comment in terms of section 12(3)(b) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) and thereafter be referred to Council for adoption and implementation.

Meeting: Ref No: Coll No:	Council - 31/05/2019 1/5 1446444	Submitted by Department: Author/s: Referred from:	Planning and Development M Toyer MC - 22/05/2019
PAR:	ACTION: Implement decision	RESPONSIBLE DEPARTMENT: ED: Planning and Development	DUE DATE:

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

7.15 APPOINTMENT OF NEW INTERNAL DRAKENSTEIN MUNICIPAL PLANNING TRIBUNAL MEMBER

AANSTELLING VAN NUWE INTERNE LID VAN DIE DRAKENSTEIN MUNISIPALE BEPLANNINGSTRIBUNAAL

UKUTYUNJWA KWELUNGU ELITSHA LESIGQEBA LANGAPhakathi LEZICWANGCISO ZIKA MASIPALA

UNANIMOUSLY RESOLVED that

1. Mr. Gerald Esau, Executive Director: Community Services, be appointed to serve as an internal member on the Drakenstein Municipal Planning Tribunal; and
2. The Corporate Services Department proceed with the publication of the name of the newly appointed internal member of the Drakenstein Municipal Planning Tribunal in the Provincial Gazette.

Meeting: Council - 31/05/2019	Submitted by Department: Planning and Development
Ref No: 3/3/1/3/21	Author/s: H Louw
Coll No: 1481318	Referred from: MC - 22/05/2019
PAR:	ACTION:
1-2	Implement decision
	RESPONSIBLE DEPARTMENT:
	ED: Planning and Development
	DUE DATE:

7.16 EXPANDED PUBLIC WORKS PROGRAMME (EPWP): PERFORMANCE AND STRATEGIC DOCUMENTS

UITGEBREIDE OPENBARE WERKE PROGRAM: PRESTASIE EN STRATEGIESE DOKUMENTE

I EXPANDED PUBLIC WORKS PROGRAMME (EPWP): AMAXWEBHU OKUSEBENZA NOKUCWANGCISA

The ANC conveyed that they were made aware of instances where applicants were not treated fairly and this could point to irregularities. The portfolio councillor indicated that such complaints will be investigated.

UNANIMOUSLY RESOLVED that

The continuous excellent performance in exceeding EPWP targets by the EPWP team and departmental project leaders and implementers, be noted.

Meeting: Council - 31/05/2019	Submitted by Department: Engineering Services
Ref No: 4/4/2	Author/s: P Pansegrouw
Coll No: 1478781	Referred from: MC - 22/05/2019
PAR:	ACTION:
	Implement decision
	RESPONSIBLE DEPARTMENT:
	ED: Engineering Services
	DUE DATE:

19

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

7.17 REQUEST TO FOLLOW PUBLIC PARTICIPATION PROCESS FOR WASTEWATER RISK ABATEMENT PLAN

VERSOEK OM PUBLIEKE DEELNAME PROSES TE VOLG VIR AFVALWATER RISIKO VERMINDERING PLAN

ISICELO SOKULANDELA INKQUBO YOKUTHABATHA INXAXHEBA YOLUNTU YE WASTEWATER RISK ABATEMENT PLAN

UNANIMOUSLY RESOLVED that

The public participation process as required by the Department of Water & Sanitation for the Wastewater Risk Abatement Plan, be approved.

Meeting: Council - 31/05/2019	Submitted by Department: Engineering Services
Ref No: 16/4/6	Author/s: R Brown
Coll No: 1459855	Referred from: MC - 22/05/2019
PAR:	ACTION:
	Implement decision
	RESPONSIBLE DEPARTMENT:
	ED: Engineering Services
	DUE DATE:

7.18 REPORT ON AMENDMENT OF INTEGRATED WASTE MANAGEMENT BY-LAW

VERSLAG OOR AANPASSING VAN GEÏNTEGREERDE VASTE AFVAL BESTUUR BYWET

INGXELO YOLUNGISO LO MGAQO NKQUBO WEDOLIPHU WE INTERGRATED WASTE MANAGEMENT

UNANIMOUSLY RESOLVED that

1. The draft amendments to the Integrated Waste Management By-Law, relating to illegal dumping within Drakenstein be adopted in principle; and
2. The draft amendments (attached to the departmental report) be advertised for public comment and thereafter be re-submitted for final approval.

Meeting: Council - 31/05/2019	Submitted by Department: Engineering Services
Ref No: 1/5/2/21	Author/s: T Serfontein
Coll No: 1336736	Referred from: MC - 22/05/2019
PAR:	ACTION:
1-2	Implement decision
	RESPONSIBLE DEPARTMENT:
	ED: Engineering Services
	DUE DATE:

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

7.19 TABLING OF THE FINAL 2018/2024 REVISED INTEGRATED DEVELOPMENT PLAN (IDP)
VOORLEGGING VAN DIE FINALE 2018/2024 HERSIENDE GEÏNTEGREERDE
ONTWIKKELINGSPLAN
UKUBEKWA KWE FINAL 2018/2024 REVISED INTEGRATED DEVELOPMENT PLAN (IDP)

The ANC and EFF raised concerns/ questions/ shortcomings in the IDP:

- The relocation of Vlakkeland farmers will have an effect on their business;
- Issuing of title deeds should be accelerated;
- Enquired about the number of houses to be built in the next financial year;
- Skills development should receive greater focus;
- Implementation of the IDP is lacking;
- The IDP does not adequately reflect the inputs received from the various IDP meetings;
- The IDP does not sufficiently address unemployment/job creation and other critical issues of communities;
- Lack of transformation in the Tourism industry and no integration of the poor into mainstream tourism; and
- Ward based budgeting should be implemented.

In response to some of the matters raised, the Acting Executive Mayor mentioned that:

- The Department of Rural Affairs and Land Reform should become involved in the Vlakkeland farmers matter;
- Housing development is hampered as a result of limited government funding;
- Private institutions are tasked with skills development; and
- Ward based planning is supported.

After further responses and debate; it was

UNANIMOUSLY RESOLVED that

1. The final 2018/2024 Revised IDP, Annexure A to the departmental report, be approved;
2. An advertisement be placed on the official Municipal website, notice boards and in the local newspapers to notify the public of the approval of the final 2018/2024 Revised IDP; and
3. The final 2018/2024 Revised Integrated Development Plan be submitted to the:

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

- Department of Local Government: Western Cape;
- Provincial Treasury: Western Cape;
- Auditor General (AG) of South Africa; and
- National Treasury.

Meeting:	Council-31/05/2019	Submitted by Department:	IDP and Performance Management
Ref No:	2/2/5	Author/s:	C September
Coll No:	1473288	Referred from:	MC- 30/05/2019
PAR:	ACTION:	RESPONSIBLE DEPT:	DUE DATE:
1-3	Implement decision	IDP/PMS	

7.20	APPROVAL OF THE 2019/2024 MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK AND 2019/2020 OPERATING AND CAPITAL BUDGET, FUNDING SOURCES, PROPOSED RATES, FEES, CHARGES, TARIFFS AND BUDGET RELATED POLICIES
	GOEDKEURING VAN DIE 2019/2024 MEDIUM TERMYN INKOMSTE EN UITGAWE RAAMWERK EN 2019/2020 BEDRYFS- EN KAPITAAL BEGROTING, VOORGESTELDE BELASTINGS, FOOIE, HEFFINGS, TARIWE EN BEGROTINGS VERWANTE BELEIDE
	UKUQINISEKISWA KWE APPROVAL OF THE 2019/2024 MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK AND 2019/2020 OPERATING AND CAPITAL BUDGET, FUNDING SOURCES, PROPOSED RATES, FEES, CHARGES, TARIFFS AND BUDGET RELATED POLICIES

The Acting Executive Mayor presented the budget and highlighted certain aspects as fully set out in the enclosed budget speech (Annexure A).

The ANC raised the following budget shortcomings:

- Inadequate spending on maintenance of rental stock;
- Sidewalks should be paved instead of tarred to create employment (EPWP projects);
- Indigent household grants will not to alleviate poverty;
- Electrification of informal settlement should be fast tracked;
- Water and sanitation should be addressed where needed;
- Maintenance related matters such as housing leakages, pothole and development of parks are not addressed;
- All swimming pools need to be opened in time;
- High spending in respect of cemeteries is unnecessary;
- Too little spending on the poor;
- IDP road shows should focus on needs of communities;
- Certain settlements have no street names resulting in delayed response time for emergency services;
- Educating the youth should receive more attention;
- Play park/open space facilities too limited in condensed areas; and
- Critical access routes such as Drommedaris Street should be upgraded.

DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019

The Acting Executive Mayor and portfolio councillors responded to matters raised by opposition parties:-

- Tarring will in future be used instead of paving due to vandalism/ theft reasons;
- Electrification of informal settlements is implemented in phases starting with areas without any access to such services;
- The high amounts budgeted for cemeteries are in respect of acquisition of land, therefore once off;
- Ward funding should be used for development of parks;
- Inclusiveness of tourism industry is already receiving attention;
- It is planned to construct 487 housing units during coming financial years;
- Provision of basic services to areas such as Marikana is problematic due to structures occupying underground services. The matter is however investigated.

The proposal of the Acting Executive Mayor for the adoption of the budget was put to the vote and carried by 41 votes to 11 votes with 1 abstention.

RESOLVED that

1. Council approves the 2019/2024 MTREF capital budget expenditure of R378,029,950 for the 2019/2020 financial year as well as for the four outer years' capital expenditure as set out per GFS votes in the table below:

2019/2024 MTREF HIGH LEVEL CAPITAL BUDGET PER GOVERNMENT FINANCIAL STATISTICS (R' 5)							
Serial Number	Description	2019/2020 Capital Budget	2020/2021 Indicative Capital Budget	2021/2022 Indicative Capital Budget	2022/2023 Indicative Capital Budget	2023/2024 Indicative Capital Budget	2024/2025 Indicative Capital Budget
Column Reference	A	B	C	D	E	F	G
1	Cemeteries, Funeral Parlours and Crematoriums	13,125,000	4,500,000	6,300,000	6,800,000	8,300,000	8,011,830
2	Community Halls and Facilities	1,150,000	1,100,000	-	-	-	3,060,000
3	Non-core Function - Agricultural	-	-	-	-	-	1,870,000
4	Non-core Function - Cultural Matters	1,190,000	275,000	550,000	550,000	300,000	12,772,000
5	Non-core Function - Libraries and Archives	550,000	-	-	-	-	308,000
6	Electricity	46,500,000	8,880,000	27,500,000	29,850,000	29,100,000	1,239,031,566
7	Municipal Manager, Town Secretary and Chief Executive	1,850,000	100,000	125,000	130,000	100,000	810,000
8	Administrative and Corporate Support	6,813,754	8,507,081	8,251,000	951,000	100,000	89,781,992
9	Finance	400,000	-	-	-	-	994,375
10	Fleet Management	12,334,717	8,866,150	8,181,113	13,038,236	14,354,440	231,138,898
11	Human Resources	60,000	-	-	-	-	6,050,000
12	Information Technology	11,788,000	11,493,400	11,832,500	7,798,000	9,500,000	32,416,912
13	Marketing, Customer Relations, Publicity and Media Coordination	100,000	-	-	-	-	-
14	Property Services	1,500,000	774,000	-	-	-	10,279,516
15	Supply Chain Management	12,000,000	20,000,000	20,000,000	-	-	-
16	Risk Management	50,733	-	-	-	-	-
17	Housing	65,020,000	24,820,000	28,800,000	380,000	-	64,797,600
18	Internal Audit	650,000	-	-	-	-	-
19	Tourism	410,000	750,000	150,000	-	-	2,280,000
20	Economic Development/Planning	8,000	8,000	8,000	8,000	8,000	3,188,726
21	Town Planning, Building Regulations and Enforcement, and City Engineer	7,000	7,000	7,000	7,000	7,000	-
22	Fire Fighting and Protection	3,090,500	1,050,000	800,000	880,000	760,000	13,020,000
23	Police Forces, Traffic and Street Parking Control	4,346,000	3,240,000	3,880,000	3,050,000	2,480,000	4,050,000
24	Recreation	27,550,000	73,000,000	67,000,000	10,750,000	18,750,000	929,444,797
25	Community Parks (Including Nurseries)	1,000,000	2,000,000	1,500,000	4,500,000	4,500,000	12,000,000
26	Recreational Facilities	4,750,000	3,500,000	3,800,000	6,150,000	5,800,000	1,789
27	Sports Grounds and Stadiums	2,798,204	8,000,000	13,270,000	19,500,000	19,000,000	29,218,000
28	Solid Waste Removal	13,285,000	9,179,004	6,000,000	20,000,000	19,500,000	117,821,888
29	Public Toilets	1,000,000	-	-	-	-	-
30	Waste Water Treatment	21,456,438	68,030,340	72,983,887	80,184,264	48,378,000	1,211,274,958
31	Water Distribution	99,954,615	23,757,820	26,111,500	22,961,500	61,000,560	1,510,219,680
32	Grand Total	378,029,950	301,948,808	300,003,000	234,378,000	234,378,000	3,441,300,212

DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019

2. Council approves the single and/or multi-year capital projects in the five year 2019/2024 MTREF that exceeds the amount of R50 million referred to in Regulation 13(2)(c) of the Municipal Budget and Reporting Regulations, as set out in Table 16(a) in paragraph 1.5 of the Annual Budget 2019/2020 to 2023/2024 MTREF Forecast document attached as Annexure E to this item.
3. Council takes note that the estimated future operational costs and revenue on the above-mentioned capital projects over the next five years are set out in detail in Table 16(a) in paragraph 1.5 of the Annual Budget 2019/2020 to 2023/2024 MTREF Forecast document attached as Annexure E to this item.
4. Council approves the 2019/2024 MTREF capital budget expenditure funding sources of R378,029,950 for the 2019/2020 financial year as well as for the four outer years' capital expenditure funding sources as set out in the table below:

2019/2024 MTREF HIGH LEVEL CAPITAL BUDGET PER FUNDING SOURCE							
Serial Number	Description	2019/2020 Capital Budget	2020/2021 Indicative Capital Budget	2021/2022 Indicative Capital Budget	2022/2023 Indicative Capital Budget	2023/2024 Indicative Capital Budget	2024/2025 Budget Needs and Onwards
Column Reference	A	B	C	D	E	F	G
1	CRR	8 881 650	-	-	-	-	770 631 804
2	External Loan	220 340 332	180 000 000	180 000 000	180 000 000	180 000 000	4 284 794 776
3	Grants	148 807 968	121 948 904	120 003 000	54 578 000	54 578 000	385 775 637
4	Grand Total	378 029 950	301 948 904	300 003 000	234 578 000	234 578 000	5 441 202 217

5. Council takes note that R5,441,202,217 of the capital programme and identified IDP needs could not be accommodated in the 2019/2024 MTREF capital budget of the next five years as set out in the table above.
6. Council approves the 2019/2024 MTREF operating budget revenue of R2,532,427,123 for the 2019/2020 financial year as well as for the four outer years' operating revenue as set out per GFS votes in the table below:

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

2019/2024 MEDIUM TERM OPERATING REVENUE PER GOVERNMENT FINANCIAL STATISTICS (GFS)						
Serial Number Column	Description	2019/2020 Operating Revenue Budget	2020/2021 Indicative Operating Budget	2021/2022 Indicative Operating Budget	2022/2023 Indicative Operating Budget	2023/2024 Indicative Operating Budget
Reference	A	B	C	D	E	F
1	Cemeteries, Funeral Parlours and Crematoriums	(3,032,356)	(3,205,164)	(3,365,403)	(3,533,654)	(3,675,240)
2	Community Halls and Facilities	(372,837)	(394,285)	(416,804)	(440,443)	(465,278)
3	Libraries and Archives	(230,865)	(242,188)	(254,308)	(267,024)	(280,379)
4	Electricity	(1,302,053,002)	(1,447,415,591)	(1,580,023,352)	(1,667,192,380)	(1,759,331,385)
5	Mayor and Council	(32,544,333)	(32,559,663)	(32,575,144)	(32,591,417)	(32,608,533)
6	Administrative and Corporate Support	(25,796,073)	(28,684,837)	(31,627,504)	(35,191,258)	(38,256,261)
7	Finance	(119,674,832)	(147,554,882)	(179,796,552)	(212,466,165)	(247,992,592)
8	Fleet Management	(11,839)	(20,610)	(29,341)	(38,172)	(47,003)
9	Human Resources	(700,000)	(700,000)	(700,000)	(700,000)	(700,000)
10	Property Services	(10,199,199)	(12,093,469)	(14,127,052)	(16,227,671)	(18,325,628)
11	Supply Chain Management	(83,495)	(87,284)	(91,162)	(95,039)	(98,923)
12	Housing	(140,920,788)	(108,150,375)	(82,617,805)	(41,241,117)	(44,394,158)
13	Economic Development/Planning	(122,028)	(131,129)	(134,596)	(141,262)	(148,326)
14	Project Management Unit	(3,195,000)				
15	Town Planning, Building Regulations and Enforcement, and City Engineer	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
16	Fire Fighting and Protection	(167,065)	(174,255)	(181,887)	(189,777)	(197,258)
17	Police Forces, Traffic and Street Parking Control	(197,208,614)	(108,195,123)	(109,235,860)	(110,334,336)	(111,438,115)
18	Roads	(14,785,534)	(10,872,011)	(48,873,362)	(87,190)	(87,899)
19	Community Parks (Including Nurseries)	(92,133)	(99,592)	(107,595)	(116,183)	(125,246)
20	Recreational Facilities	(3,843,322)	(4,049,176)	(4,266,693)	(4,486,587)	(4,739,639)
21	Sports Grounds and Stadiums	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)
22	Solid Waste Disposal (Landfill Sites)	(520,000)	(520,000)	(520,000)	(520,000)	(520,000)
23	Solid Waste Removal	(174,769,039)	(190,957,274)	(208,680,387)	(227,980,963)	(249,100,514)
24	Street Cleaning	(4,800)	(4,800)	(4,800)	(4,800)	(4,800)
25	Sewerage	(1,991,086)	(2,215,650)	(2,459,378)	(2,729,910)	(3,030,198)
26	Waste Water Treatment	(183,252,034)	(188,164,375)	(195,774,147)	(204,215,753)	(214,140,919)
27	Water Distribution	(221,523,884)	(234,474,443)	(248,536,377)	(263,939,668)	(280,114,194)
28	Grand Total	(2,532,427,123)	(2,719,604,934)	(2,918,745,547)	(3,005,871,141)	(3,198,108,611)

7. Council approves the 2019/2024 MTREF operating budget expenditure of R2,479,368,545 for the 2019/2020 financial year as well as for the four outer years' operating expenditure as set out per GFS votes in the table below:

25

DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019

2019/2024 MEDIUM TERM OPERATING OPERATING PER GOVERNMENT FINANCIAL STATISTICS (GFS)						
Serial Number	Description	2019/2020 Operating Expenditure Budget	2020/2021 Indicative Operating Budget	2021/2022 Indicative Operating Budget	2022/2023 Indicative Operating Budget	2023/2024 Indicative Operating Budget
Column Reference	A	B	C	D	E	F
1	Cemeteries, Funeral Parlours and Crematoriums	7,193,938	7,885,534	8,400,793	8,927,049	9,488,209
2	Child Care Facilities	255,840	294,706	310,621	327,394	345,073
3	Community Halls and Facilities	8,509,570	9,523,544	10,176,455	10,862,311	11,597,060
4	Agricultural	2,343,869	2,787,019	2,937,806	3,096,754	3,264,298
5	Cultural Matters	6,772,256	7,425,589	7,899,004	8,380,981	8,894,305
6	Disaster Management	3,575,990	3,887,135	4,159,561	4,451,211	4,763,448
7	Libraries and Archives	19,016,151	20,516,777	21,934,071	23,419,268	25,009,048
8	Electricity	1,063,655,294	1,180,004,607	1,287,251,287	1,351,413,384	1,418,468,919
9	Biodiversity and Landscape	917,628	989,103	1,060,982	1,138,183	1,221,110
10	Mayor and Council	38,464,441	41,527,064	43,699,296	45,756,430	47,905,874
11	Municipal Manager, Town Secretary and Chief Executive	10,017,653	10,840,380	11,567,458	12,313,685	13,114,821
12	Property Services	8,315,251	8,972,434	9,584,549	10,238,362	10,937,315
13	Administrative and Corporate Support	83,845,583	92,259,251	97,015,015	101,573,219	107,044,161
14	Asset Management	6,296,677	7,870,602	8,303,378	8,760,593	9,243,696
15	Finance	50,706,965	55,170,122	58,427,822	61,961,125	65,742,051
16	Fleet Management	19,462,220	21,224,310	24,258,237	24,722,862	25,130,661
17	Human Resources	17,606,166	18,406,530	19,610,853	20,895,142	22,270,512
18	Information Technology	9,616,172	10,639,237	11,741,316	11,784,979	12,359,053
19	Legal Services	1,409,311	1,560,801	1,684,047	1,817,356	1,961,603
20	Marketing, Customer Relations, Publicity and Media Co-ordination	3,424,659	3,886,285	4,123,797	4,372,309	4,636,853
21	Core Property Services	27,613,392	29,904,711	31,752,738	33,470,751	35,314,554
22	Supply Chain Management	5,103,631	5,594,959	5,961,055	6,345,660	6,754,857
23	Valuation Service	1,670,113	2,953,279	1,956,542	2,088,830	2,230,248
24	Risk Management	852,438	960,960	1,021,125	1,089,479	1,160,323
25	Housing	123,891,256	110,943,507	91,665,851	68,777,738	72,309,102
26	Internal Audit	2,121,724	2,373,171	2,532,876	2,702,337	2,881,671
27	Tourism	648,583	696,935	744,803	795,960	850,634
28	Corporate Wide Strategic Planning (IDPs, LEDs)	3,849,493	4,327,259	4,605,162	4,898,615	5,211,652
29	Economic Development/Planning	17,399,860	18,881,064	20,158,117	21,515,471	22,966,050
30	Project Management Unit	16,683,393	17,777,619	19,014,833	20,338,491	21,754,675
31	Town Planning, Building Regulations and Enforcement, and City Engineer	13,059,097	14,057,436	15,030,649	16,064,341	17,170,396
32	Fire Fighting and Protection	39,781,093	42,786,037	45,669,239	48,721,109	51,983,527
33	Police Forces, Traffic and Street Parking Control	142,715,651	152,601,856	157,668,898	163,046,919	168,766,405
34	Roads	142,724,786	172,843,710	179,958,138	196,088,256	172,304,982
35	Community Parks (Including Nurseries)	45,391,630	49,402,493	52,782,182	56,374,826	60,222,661
36	Recreational Facilities	31,251,460	34,158,897	36,466,441	38,889,617	41,479,649
37	Sports Grounds and Stadiums	32,384,482	34,729,148	32,903,900	35,031,256	37,323,566
38	Solid Waste Disposal (Landfill Sites)	24,720,304	14,795,880	15,577,265	16,295,728	17,040,667
39	Solid Waste Removal	73,856,452	85,811,734	91,110,848	96,661,456	102,534,030
40	Street Cleaning	29,022,722	30,406,721	28,915,347	30,691,506	29,088,547
41	Public Toilets	7,674,361	8,354,838	8,917,626	9,515,199	10,153,602
42	Sewerage	46,309,394	49,606,307	52,996,833	56,599,782	60,449,763
43	Waste Water Treatment	175,694,479	133,612,132	139,754,306	145,411,646	151,101,447
44	Water Distribution	155,499,211	173,046,723	183,840,744	194,746,403	206,312,986
45	Water Treatment	1,432,330	1,593,074	1,703,889	1,822,451	1,949,307
48	Grand Total:	2,479,368,545	2,699,391,480	2,856,352,695	2,984,197,334	3,102,723,381

8. Council takes note that the 2019/2024 MTREF realises a budgeted operating surplus of R53,058,578 for the 2019/2020 financial year as set out in the table below:

26

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

2019/2024 MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK (MTREF)						
Serial Number	Description	2019/2020 Tabled Operating Budget	2020/2021 Indicative Operating Budget	2021/2022 Indicative Operating Budget	2022/2023 Indicative Operating Budget	2023/2024 Indicative Operating Budget
Column Reference	A	B	C	D	E	F
1	Total Operating Revenue	(2,532,427,123)	(2,719,604,934)	(2,911,749,947)	(3,005,871,141)	(3,198,108,611)
2	Total Operating Expenditure	2,479,368,545	2,699,391,440	2,856,352,695	2,984,197,334	3,102,723,381
3	Operating Surplus / Deficit	(53,058,578)	(20,213,454)	(62,397,252)	(21,673,807)	(95,385,230)

9. Council takes note that any actual cash surpluses at year-end will be used to boost Drakenstein's Capital Replacement Reserve to be utilised for future infrastructure assets investment.
10. Council approves the following revenue increases for the revenue streams of property rates, fees, charges and tariffs with effect from 1 July 2019:
 - 10.1 Property rates revenue stream increase of approximately 8.2%;
 - 10.2 Water revenue stream increase of approximately 6.0%;
 - 10.3 Sewerage/sanitation revenue stream increase of approximately 11.0% to ensure that this economic service expenditure and revenue move towards a break-even point;
 - 10.4 Refuse removal revenue stream increase of approximately 10.8%;
 - 10.5 Electricity revenue stream increase of approximately 13.93% for life line consumers;
 - 10.6 Electricity revenue stream increase of approximately 13.93% for all other consumers;
 - 10.7 Rental revenue stream increase of approximately 7.5%; and
 - 10.8 Sundry revenue stream increases of approximately 10%.
11. Council takes note of the envisaged increases in the property rates, fees, charges and tariffs as set in the Tariff Book attached as Annexure C to this item.
12. Council approves the annual budget of Drakenstein Municipality for the 2019/2020 financial year as well as the indicative estimates for the four outer financial years (2020/2021 to 2023/2024) as set out in the new mSCOA version 6.3 Schedules A1 to A10 and SA1 to SA38 in Annexure E to this item.

27
DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019

13. The following reviewed budget related policies with its amendments be approved (effective 1 July 2019) as included in Annexure B attached to this item:

13.1 Long-Term Financial Sustainability Policy;

13.2 Borrowing Policy;

13.3 Cash and Investment Management Policy;

13.4 Unauthorised, Irregular, Fruitless and Wasteful Expenditure Policy;

13.5 Supply Chain Management Policy;

13.6 Travelling and Subsistence Policy;

13.7 Customer Care, Credit Control, Debt Collection and Indigent Support Policy;

13.8 Tariff Policy;

13.9 Property Rates Policy;

13.10 Asset Transfer Policy;

13.11 Funding and Reserves Policy;

13.12 Electrical Infrastructure Maintenance Policy;

13.13 Gift Policy; and

13.14 Stock Management Policy.

14. The following reviewed budget related policies without any amendments be approved as included in Annexure B attached to this item:

14.1 Unclaimed Deposits Policy;

14.2 Accounting Policy;

14.3 Prioritisation Model for Capital Assets Investment;

14.4 Virement Policy;

14.5 Asset Management Policy;

14.6 Financial Asset Management Policy;



28
DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019

- 14.7 Insurance Policy;
 - 14.8 Petty Cash Policy;
 - 14.9 Writing-off of Irrecoverable Debt Policy;
 - 14.10 Budget and Management Oversight Policy;
 - 14.11 Grants in Aid Policy;
 - 14.12 Development Charges Policy;
 - 14.13 Water Losses Policy;
 - 14.14 Electricity Losses Policy;
 - 14.15 Public Participation Policy; and
 - 14.16 Infrastructure Procurement and Delivery Management Policy.
15. Council takes note that Drakenstein's investments and cash as at 30 April 2019 amounted to R328,448,077 made up of investments with:
- 15.1 First National Bank primary bank account (R71,939,292);
 - 15.2 ABSA investments (R106,120,285);
 - 15.3 First National Bank investments (R1,262,131);
 - 15.4 Standard Bank investments (R98,836,074);
 - 15.5 Investec investments (R50,161,533); and
 - 15.6 Eskom (R128,762).
16. Council takes note of the proposed total cost to municipality expenses for the salary, allowances and benefits of the Executive Mayor, Speaker, Deputy Executive Mayor, Chief Whip, Mayoral Committee members, Chairperson of MPAC, ordinary councillors, City Manager, Chief Financial Officer and executive directors as set out in Table SA23 (Annexure E to this item).




29

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

17. Council takes note that Drakenstein Municipality do not have any current service delivery agreements, including material amendments to existing service delivery agreements, with any service provider who renders any power or function on behalf of Drakenstein Municipality as defined in Section 1 of the Municipal Systems Act.
18. Council takes note that Drakenstein Municipality do not have any municipal entities.
19. Council approves the measurable performance objectives for revenue from each source and for each vote in the budget, taking into account the municipality's Integrated Development Plan, as set out in Table 32 (Annexure E to this Item).
20. Council approves the recommendations as set out in Annexure A (Written Comments Received on the 2019/2020 Draft Budget) to this item as Council's views on the written comments received during the public participation process on the 2019/2020 Draft Budget.
21. Council takes note that the approved electricity tariffs are subject to the approval of it by the National Energy Regulator of South Africa.
22. Council approves the ten year Capital Expenditure Framework (CEF) for the Integrated Urban Development Grant attached as Annexure D to the item.
23. Council approves the participation in the Infrastructure Investment Programme for South Africa (IIPSA), where the project preparation facility funding is included in the capital programme.
24. Council authorises the Accounting Officer to sign the project preparation facility agreement.
25. Council authorises the Accounting Officer to delegate the signing of all documents relating to IIPSA to a specified person of persons as he deems fit.

Meeting: Council - 31/05/2019	Submitted by Department: Financial Services		
Ref No: 5/2/2	Author/s: C Lategan		
Coll No: 1507697	Referred from: MC - 30/05/2019		
PAR: 1-25	ACTION: Implement decision	RESPONSIBLE DEPT: Chief Financial Officer	DUE DATE:





DRAKENSTEIN

MUNISIPALITEIT • MUNICIPALITY • UMASIPALA

Paarl | Wellington | Gouda | Saron | Simondium

Executive Mayor Budget Speech

2019/2020 Budget

31 May 2019



A city of excellence

Speaker;
 Chief Whip;
 Members of the Mayoral Committee;
 Councillors;
 City Manager, CFO and Executive Directors;
 Ward Committee Members;
 Members of the public;
 Representatives of the Media; and
 All protocol observed.



Acting Executive Mayor
Clr GC Combrink

Good morning ladies and gentlemen,

Speaker, the budget presented today is based on the Integrated Development Plan also referred to as the IDP. Our five-year IDP supports our vision of “A city of excellence”. We will achieve our vision by addressing the following seven Key Performance Areas (KPA’s):

1. Good Governance;
2. Financial Sustainability;
3. Institutional Transformation;
4. Physical Infrastructure and Services;
5. Planning and Economic Development;
6. Safety and Environmental Management; and
7. Social and Community Development.

The seven KPA’s are supported by 56 Key Focus Areas (KFAs) that are, in turn, aligned to the Performance Management System of Drakenstein. Key Performance Indicators (KPIs) and targets are developed and included in the annual performance agreements of the Members of the Mayoral Committee and executive management.

REVIEW OF THE 2018/2019 BUDGET COMMITMENTS

In the Budget of the 2018/2019 financial year, the Executive Mayor made various commitments to the community. I would like to reflect on some achievements:

1. Bulk and basic infrastructure services for the **Vlakkeland Housing Project**, in which approximately 94 houses of the 180 houses under construction will be completed in the 2018/2019 financial year at a cost of **R125.6 million**;



2. Construction of basic infrastructure at Lantana and Schoongezicht at a cost of **R11.7 million**;
3. The Strawberry King Bulk Water Pipeline from the N1 to Wellington which ensures water provision for the Vlakkeland Development and the Northern City Corridor Catalytic Zone was completed at a cost of **R28.1 million**;
4. Boreholes with pumps and filtration plant equipment were completed at a cost of **R75.8 million**;



5. The Wellington and Paarl Waste Water Treatment Works, a multi-year project over three financial years, was completed at a cost of **R294 million** (**R60.7 million** in the current financial year);



6. An estimated amount of **R70.9 million** was spent on the upgrade and construction of water treatment plants, a reservoir and bulk water networks, providing water to Paarl and Wellington;
7. An amount of **R25.1 million** was spent on the electrification of informal settlements. An estimated 850 structures will be electrified by 30 June 2019. These structures are in the following areas; Palmiet River (Ribbok Street), Bosbok Flats (Paarl East), Brickfields, Joe Williams Camp, Siyahlala Phase 1 and OR Tambo;



8. Bulk electricity supply through the upgrade of 66KV electricity cables and a substation at an estimated cost of **R100 million**;

9. An amount of **R3 million** was contributed towards the upgrading of the floodlights at Boland Park, thus enabling Drakenstein to host international events;
10. The Berg River Boulevard class 1 dual carriage way project was completed and **R37.6 million** was spent during the financial year;



11. The Van der Stel Street Project will be completed at an estimated cost of **R21.9 million** in this financial year;



12. An estimated **R6.5 million** was spent on tarring of pavements and the construction of speed bumps;
13. Streets and stormwater infrastructure were upgraded in Saron at a cost of **R12.1 million**;
14. Vehicles and equipment to enhance service delivery to the value of **R14.9 million** were procured of which **R3.4 million** was spent on fire fighting vehicles;

15. The construction and upgrading of sport facilities at Boy Louw, New Orleans Park, Dal Josaphat, De Kraal, Pelican Park, Mbekweni, Parys, Newton and Faure Stadium at a cost of **R30.1 million**;



16. Swimming pools were upgraded at an estimated cost of **R3 million**;
17. Community halls, public facilities, Paarl Town Hall and Early Childhood Development (ECD) infrastructure were upgraded at a cost of **R5.1 million**;
18. Library services infrastructure were upgraded at a cost of **R6.7 million**;
19. Parks, open spaces and play grounds were upgraded at a cost of **R3.4 million**;
20. An amount of **R2.4 million** was spent on the construction of aprons around the rental stock;



21. A further **R1.7 million** was spent on the upgrading of the rental stock;
22. An amount of **R1.1 million** was spent on the establishment of the new Safety Control Centre;

23. An estimated **R5 million** was spent on the “**Paint my Story**” project;



24. An amount of **R2.3 million** was spent to promote tourism in Drakenstein;
 25. Financial support to sporting and other events amounted to **R9.9 million**;
 and
 26. **R809 thousand** was spent on bursaries and driver’s license training programmes for the youth.

Speaker, actual and committed capital expenditure after ten months of the financial year stands at 88.9% and it is envisaged that **actual capital expenditure** at year end will be more than 95% of the current capital budget of **R615.3 million**. Roll-overs to the 2019/2020 financial year will be limited as procurement and actual spending is at a level that exceeds previous financial years by far.

PUBLIC PARTICIPATION PROCESS

This speech draws its substance from the extensive public participation process that was embarked on since the draft IDP and budget were approved on 28 March 2019. Louis Leo Holtz, a former American football player, coach and analyst said: “**I follow three rules: Do the right thing, do the best you can, and always show people you care**”. Speaker, this quote befits this budget, for it is truly an expression of how Drakenstein Municipality responded to all our stakeholders in doing what is right for our community to the best of our abilities in a caring manner.



Housing Summits were conducted in all relevant municipal wards during March 2019 preceding the IDP engagements. In total, 14 summit meetings were conducted. The objective of the summits were to share information on the current state of housing in the municipality as well as planned interventions. The sessions were generally well received and feedback sessions are planned towards the end of 2019.

The public participation process was further enhanced through the **Mayoral Business and Stakeholder Initiative (MBSI)** which took place on a monthly basis with different stakeholder groups. The themes covered during the 2018/2019 financial year included; education, tourism, youth, arts and culture, women, children and people with disabilities. These engagements provided the various groups with a platform to raise matters relating to their field of interest.

Council approved the draft IDP, draft budget, reviewed budget related policies and draft tariffs on 28 March 2019 and our public participation programme was rolled out through an IDP and budget roadshow arranged in all the 33 wards from 7 to 30 April 2019. An IDP Representative Forum meeting was also held on 15 May 2019 with the Cape Winelands District Municipality, provincial sector departments and community based organisations.

Drakenstein Municipality was praised for good service delivery and also made aware of problem areas which would have to be addressed going forward. There is still an outcry for low cost housing, electricity for informal and backyard structures, upgrading and establishment of parks, safety and security, road safety in rural areas, roads infrastructure, tarring of pavements, job creation and various other issues. We have re-committed ourselves through a budget that can be described as pro-poor, to address these matters.

COMMENTS RECEIVED FROM THE PUBLIC

In addition to the many verbal inputs gathered during public meetings, the people of Drakenstein also submitted written comments to the draft IDP and budget for 2019/2020.



All the verbal comments received during the 33 ward meetings and at the IDP Representative Forum were documented and is recorded in the revised IDP. Five written comments were received on the draft budget and one of these were in the Provincial IDP and Budgeting Assessment Report, attached to the budget item as Annexure A. We have also received a written proposal from Radio KC, which will be considered with all other comments.

Speaker, taking into consideration all the verbal and written comments received from the public, a number of changes were made to the draft capital and operating budget. The proposed changes will improve the quality of life of the poor and vulnerable individuals in our community. To fund the capital projects, we will take up new external loans to the amount of **R160 million** which is substantially lower than the previous four (4) years. This will ensure that our current gearing ratio decreases to an estimated 69.3% in 2019/2020 and to an estimated 47.2% in the 2023/2024 financial year.

CAPITAL AND OPERATING BUDGET

Speaker, the total proposed budget for the 2019/2020 financial year amounts to **R2.857 billion**, comprising of a **R2.479 billion** operating and **R378 million** capital budget. I will discuss the budget in terms of the following categories:

1. Expanded Public Works Programme;
2. Human Settlements;
3. Water and Sanitation;
4. Electricity;
5. Roads and Stormwater;
6. Sport Facilities, Parks and Cemeteries;
7. Tourism and Economic Development;
8. General Community Projects;
9. Ward Projects;
10. New Initiatives; and
11. Financial Assistance to the Poor.



EXPANDED PUBLIC WORKS PROGRAMME (EPWP)

Speaker, it is important for us to facilitate the creation of job opportunities in a fair and transparent manner, increase the chances of beneficiaries to create sustainable livelihoods and improve service delivery. During the current financial year, Council approved adjustments to the EPWP Policy to increase control over recruitment, selection and contract administration for better service delivery, as well as a 25% increase to the wages paid to the EPWP beneficiaries.

The Drakenstein Municipality was also acknowledged for its excellent performance by the Director: EPWP Provincial Coordination and Compliance Monitoring. The targets for work opportunities and Full Time Equivalent were far exceeded for the period of 1 April 2018 to 31 December 2018.

The Expanded Public Works Programme for 2019/2020 makes provision for approximately 1030 job opportunities at an estimated cost of **R10.4 million**. The National Department of Transport and Public Works EPWP grant contributes **R5.2 million** and Drakenstein Municipality **R5.2 million**. The EPWP will focus on the following projects:

Social Sector Projects (2 projects):

1. Emergency Controllers; and
2. Peace Officers

Environmental Sector Projects (7 projects):

1. Cleaning and beautification of informal settlements;
2. Cleaning of high density areas;
3. Cleaning of stormwater systems;
4. Cleaning of swimming pools and resorts;
5. Cleaning of parks and cemeteries;
6. Cleaning of public and informal settlement toilets; and
7. Cleaning of community services buildings.



Enterprise Development Sector Project (1 project):

1. Business skills development in area cleaning

Infrastructure Sector Projects (3 projects):

1. Electrical sub-stations maintenance;
2. Sport facilities maintenance; and
3. Rental stock maintenance.

HUMAN SETTLEMENTS

Speaker, in terms of Schedule 4 (Part A) of the Constitution, housing is a National and Provincial Government competence. National housing legislation prescribes that a municipality must perform this function on behalf of national government with financial assistance from the national fiscus.

Bulk and basic infrastructure services for about 667 sites in the Vlakkeland Housing Project and 487 new houses should be constructed in the 2019/2020 financial year at a cost of **R107.1 million**.

During the current financial year, we also focused on restoring the pride and dignity of our communities in informal settlements through the following projects:

1. Replacing doors of ablution facilities with recycled compressed plastic which has no resale value (Simondium and Brickfields were completed). This is an ongoing project into the 2019/2020 financial year; and
2. A contractor was also appointed to improve the access to basic services in informal areas. Janfiskaal and Bosbok informal areas are in the process of being completed and work in the Grysbok and Spooky Square areas are next in line. Improving access to basic services are set to continue in the new financial year. The objective is to provide all 43 informal settlements with dignified basic services.



WATER AND SANITATION

Two basic services that Drakenstein must provide is clean drinking water and sanitation. For the 2019/2020 financial year we are budgeting **R121.4 million** for these services and will include the following:

1. Construction of a bulk water pipeline and a water treatment works at Saron – **R62.9 million** (Grant funding – **R47.7 million**);
2. Construction of bulk services (water treatment works, reservoirs and water networks) – **R21.6 million**;
3. Replacement of water reticulation networks – **R9.6 million**;
4. Upgrading of infrastructure at the Wellington and Paarl Waste Water Treatment Works – **R7.1 million**;
5. Installation of purification equipment at boreholes – **R5 million**;
6. Infrastructure for the recycling of purified sewer effluent – **R4.2 million**;
7. Construction of bulk and internal sewer networks – **R3.9 million**; and
8. Basic water and sanitation infrastructure in informal settlements – **R3.3 million**.

ELECTRICITY

The 2019/2020 budget makes provision for **R46.9 million** to cater inter alia for the following electricity infrastructure projects:

1. Bulk electricity supply to the Vlakkeland Housing Project – **R16.2 million**;
2. Upgrading and/or replacement of high tension , medium tension and low tension networks – **R13.2 million**;
3. Upgrading of electricity substations – **R4.8 million**; and
4. Electrification of informal settlements – **R10 million**.

Speaker, Section 152(1)(b) and (2) of the Constitution determines that one of the objectives of local government is to ensure the **provision of services** to communities in a **sustainable manner** within its **financial and administrative capacity**. Access to electricity is regarded as a basic need and currently



Drakenstein's equitable share, Municipal Infrastructure Grant (MIG) and Integrated National Electrification Programme (INEP) allocations are insufficient.

The purpose of the INEP allocation from the Department of Energy and Mineral Affairs is to provide **access to electricity** for Breaking New Ground (BNG) houses **for the poor** that we build on behalf of National and Provincial Government.

No national grant funding is made available for the electrification of structures in informal settlements. By allocating **R10 million** to the electrification of informal settlements, an approximate **250 additional informal structures** can be provided with **access to electricity**. This allocation will speed up the electrification programme of informal settlements and improve the quality of life for people staying in informal structures. Drakenstein Municipality is very aware that **a lack of electricity keeps people impoverished**. This results in a deprivation of access to key opportunities such as education, skills development, job opportunities, etc.

The allocation of **R10 million** must also cater for the upgrade of transformers and electricity networks. The informal settlements electrification programme for 2019/2020 will include the following:

1. Noordkamp and Maylaan;
2. Dalvey Store (Sand Street);
3. Plankiesdorp (Dietman Street);
4. Siyahlala phase two (2);
5. Drommedaris Street (Mbekweni);
6. New Orleans Park (Silver Five); and
7. Touch lights and smoke detectors for those informal structures that cannot be supplied with electricity next year.

Speaker, it is important to note that some of the above mentioned informal areas are subject to consent from private land owners, and if any structures fall within Eskom or any other servitude, it may not and will not be electrified.



ROADS AND STORMWATER

Speaker, integrated urban planning, economic growth and sustainable development starts with a well-developed and maintained integrated road network. Therefore maintenance of and investment in roads and stormwater infrastructure is very important and we have provided **R27.5 million** for the 2019/2020 financial year. The main projects are the following:

1. Starting with the construction of a dual carriageway in Oosbosch Street from the Berg River Boulevard to Jan van Riebeeck Road – **R17.5 million**;
2. The resealing of streets – **R6 million**;
3. Traffic calming, traffic signals and traffic lights – **R3 million**; and
4. Tarring of sidewalks – **R1 million** to ensure that sidewalks are walkable during the rainy season.

SPORT FACILITIES, PARKS AND CEMETERIES

Speaker, the infrastructure for sport, parks and cemeteries is also an important focus area in our IDP and we provided **R42.1 million** for the 2019/2020 financial year. The main capital and operating projects for next year are:

1. The upgrading and construction of parks, swimming pools and sporting infrastructure and facilities at Boy Louw, Newton, Dal Josaphat, Fairyland, De Kraal and Parys – **R25.9 million**;
2. The upgrading of play parks and open spaces – **R3.3 million**; and
3. The development and upgrading of cemeteries – **R12 million**.

TOURISM AND ECONOMIC DEVELOPMENT

Speaker, one of our key performance areas is to promote and facilitate economic development. Tourism is one of the main economic drivers in Drakenstein and this budget provides **R12.6 million** for the following projects and initiatives:

1. Contribution towards various sporting and other events – **R5.2 million**;

2. Boland Park Floodlights – R3 million;
3. Contribution towards the Drakenstein Local Tourism Association – R3 million; and
4. Infrastructure for informal traders – R1.4 million.

GENERAL PROJECTS

Speaker, other general projects, programmes and initiatives that we will support to improve service delivery and the living conditions of our community in the next financial year are:

1. The “Paint my Story” project to paint the municipal rental stock – R4.6 million;
2. Extension and upgrading of the traffic centre – R3.5 million;
3. Tarring of aprons around municipal rental stock – R3 million to ensure that aprons are walkable during the raining season;
4. The purchasing of vehicles and equipment – R12.3 million;
5. Investing in Early Childhood Development infrastructure - R1.1 million; and
6. Rural development programmes that will include skills development and bursaries – R900 thousand.

WARD COMMITTEE SUPPORT

Speaker, each ward will receive an allocation of R170,000 for operational projects. Each ward committee member will receive a quarterly stipend of R750.

NEW INITIATIVES

1. Reducing Deviations

An initiative that proved to be successful was the reduction of impractical/impossible (or red) deviations approved by and reported to Council. During the 2014/2015 financial year the impractical/impossible deviations amounted to R62.9 million. It then decreased to R54.1 million in 2015/2016 before it



increased to **R63.1 million** in 2016/2017. In 2017/2018 it reduced to **R17.9 million** and currently it stands at **R3.7 million** for the **2018/2019 financial year**.

This significant decrease was achieved through better procurement planning and by ensuring that rates tenders are in place for construction projects as well as for goods and other services to be procured.



2. Revenue and Expenditure Management

The City Manager established a project team to focus on revenue and expenditure management. The purpose of the project is to streamline all business processes involved in revenue management and billing as well as expenditure. All revenue leakages will be detected and standard operating procedures needs to be developed to ensure that all revenue are billed and collected.

3. Administrative Adjudication of Road Traffic Offence (AARTO) Act

The Administrative Adjudication of Road Traffic Offence Act, No. 46 of 1998 (AARTO), as amended, has been submitted to the Office of the Presidency for signature, after which it will become an enforceable act of law.



In essence AARTO regulates how future traffic infringements will be captured, categorised, adjudicated and enforced. The municipality must log, capture and verify the traffic infringement and notify the traffic offender in a prescribed manner to be paid within 32 days, failing which, the infringement is then followed by the Road Traffic Infringement Agency (RTIA) taking over the administrative process of collecting the outstanding fine. If payment is made by the offender within 32 days, a 50% discount will apply. Should it not be paid within the 32 days, no discount will apply and the municipality will receive 47% of the full amount.

It further has removed the possibility of the offender approaching the court for assistance as AARTO has introduced an Appeals Tribunal as per Chapter 4 of the Bill which removes the jurisdiction of a municipal court for administering traffic fines.

4. Drakenstein Smart Safety Network (DSSN) Project

The DSSN is a partnership project between the Drakenstein Municipality, Provincial Department of Community Safety, the South African Police Services (SAPS), community-based safety organisations (neighbourhood and farm watches) and the private sector (security companies). The DSSN will provide a platform to work together and share information on safety and security incidents and threats in real time using cutting edge technology. Phase one (1) of the project will be rolled out during the 2019/2020 financial year and an amount of **R2.1 million** has been budgeted.

In addition, discussions were held with provincial government regarding cooperation and funding opportunities for the project as well as innovative ways to improve safety and security within the municipal area.



5. Safe Havens

A significant challenge throughout South Africa is the growing numbers of homeless street people. We will focus on a multi stakeholder intervention, including measures to support the provision of adequate shelter and on job creation measures to proactively engage street people with the aim of reintegrating them into social family structures.

An amount of **R400 thousand** is allocated in the 2019/2020 budget for NGO/ NPO/ CBO support to assist with above mentioned challenges.

FINANCIAL ASSISTANCE TO THE POOR

Speaker, the equitable share we receive to assist indigent households is insufficient and we are proposing changes to our Credit Control Policy to align it to the Cooperative Government and Traditional Affairs (COGTA) guidelines.

Our current policy makes provision to subsidise indigent households with a monthly income threshold of up to R4,250. Retired and disabled persons with a monthly income threshold between R4,251 to R6,250 received financial assistance varying between 80%, 50% or 20% of the indigent subsidy guidelines.

It is now proposed that we amend our policies and tariffs to give financial assistance to **all households** (people receiving SASSA allowances, child headed families, retired people, the disabled and the unemployed) based on the following sliding scale:

1. **Category A: All households** with a monthly income of up to **R4,450** will receive **100%** of the financial assistance package we offer;
2. **Category B: All households** with a monthly income between **R4,451** to **R4,950** will receive **80%** of the financial assistance package we offer;
3. **Category C: All households** with a monthly income between **R4,951** to **R6,200** will receive **50%** of the financial assistance package we offer; and



4. **Category D: All households with a monthly income between R6,201 to R6,500 will receive 20% of the financial assistance package we offer.**

Speaker, the financial assistance we will provide to all households described in categories A, B, C and D above comprise of the following:

1. Property rates will be subsidised up to the first R500,000 of the municipal valuation of the property;
2. The basic charge of 30 ampere electricity connections will be subsidised – please note that 20 ampere electricity connections do not have a basic charge;
3. One hundred (100) free units of electricity for Category A and B households and fifty (50) free units of electricity for Category C and D households;
4. The basic charge for water connections will be subsidised;
5. Six (6) kiloliters of free water for all categories;
6. One refuse bin per household will be subsidised;
7. Basic sewerage charge will be subsidised based on that for an erf of 550m²;
8. One toilet per household will be subsidised; and
9. Flat rentals up to the maximum of the basic services will be subsidised.

Speaker, to ensure that everyone understands the new financial assistance package we must define a **“household”** and **“household income”**. The definitions below are aligned to the National Policy for The Provision of Basic Refuse Removal Services to Indigent Households by the Department of Environmental Affairs, Notice 413 of 2011.

“Household” means all persons (registered owner/s, occupier/s, vulnerable person/s or tenant/s) jointly living on a stand or site receiving sanitation, refuse removal, water and/or electricity services that is billed by the Municipality.

“Household Income” means the gross sum of all monthly income from all sources including wages, salaries, profits, dividends, pensions, rentals, board & lodging, interest received, grants or investment income and other forms of earnings received by all persons residing on the property.

Speaker, no policy on the matters raised above can be cast in stone. There will always be exceptional circumstances that needs to be catered for. In addition, the financial assistance sliding scale might lead to the underutilisation of the equitable share. Therefore, the Credit Control Policy will also make provision for the Executive Mayor, in consultation with the City Manager, to adjust the income thresholds upwards after three months of the 2019/2020 financial year should the equitable share be underutilised. Furthermore, the City Manager, in consultation with the Chief Financial Officer, will have the delegated powers to migrate households from Category D to C, C to B and B to A in exceptional circumstances as noted in the revised Credit Control Policy.

BUDGET RELATED POLICIES

Speaker, no written comments were received on our budget related policies. All proposed policy changes will be implemented, if approved by Council today.

INTEGRATED URBAN DEVELOPMENT GRANT (IUDG)

Speaker, some good news. Drakenstein Municipality was identified by COGTA as one of six (6) secondary cities qualifying to take part in the IUDG programme. As from 1 July 2019 the municipality will migrate from the Municipal Infrastructure Grant (MIG) Programme to the Integrated Urban Development Grant (IUDG) Programme. The MIG allocation for the 2018/2019 financial year amounted to **R34.4 million** and the IUDG allocation for the 2019/2020 financial year is **R49.0 million**. The full allocation will be used to upgrade and construct a bulk water pipeline, a reservoir and water treatment works at Saron.

Drakenstein together with Polokwane, Sol Plaatje, Mogale City, uMhlathuze and Stellenbosch are the secondary cities on this grant programme. For this purpose we had to compile a Capital Expenditure Framework (CEF) for the next ten financial years and the CEF Business Plan is attached to the budget item as Annexure D for Council's approval.

NEW TARIFFS

Speaker, two written comments were received on our new tariffs to be implemented as from 1 July 2019.

The Paarl Rate Payers' Association questioned the high refuse removal tariffs. After benchmarking our tariffs with other municipalities in the Western Cape we came to the conclusion that our refuse removal tariffs are cost reflective and we do not recommend any changes to these tariffs.

The Federal Hospitality Association of South Africa (FEDHASA) and Lemoenkloof Guest House questioned the "high" additional sewerage levy per toilet based on the fact that the hospitality industry occupation rate for guest houses is not 100% all year round. We propose a new tariff for each additional toilet as set out in the Tariff Book attached as Annexure C to the budget item.

Based on the Draft NERSA guidelines issued on electricity tariffs, the electricity tariffs will on average increase with 13.93% and not the 14.02% as communicated with the public. We have submitted our electricity tariffs to NERSA and await their approval. The remaining tariffs are unchanged as communicated with the public.

Speaker, at this stage I want to thank the public for honouring their commitments in paying their property rates and service charges. We budgeted for a revenue collection rate of 97.8% on billed revenue and for the shortfall of 2.2% we made provision for bad debt impairment. The quality of services we render is only possible due to the cooperation of our community in honouring the payment of their municipal bills.

CONCLUDING REMARKS

Speaker, building on our successes over the past eight years, the proposed final budget is pro-poor, supports economic growth, the socio-economic needs of the residents of Drakenstein and our financial sustainability. Drakenstein's Vision



2032 and its strategic objectives are aligned to the national and provincial strategic objectives and outcomes. The proposed final budget is based on realistic revenue streams and is credible and sustainable as the assessment report from Provincial Government confirms.

I want to make it clear that **Drakenstein Municipality** pays all creditors, Councillors and officials punctually every month.

Speaker, allow me a final remark.

A report was published by National Treasury in June 2018 on **The State of Local Government Finances and Financial Management as at 30 June 2017**. This report assesses the financial health of all municipalities in South Africa through **eight indicators** and they are:

1. **Cash availability** to meet its fixed operating expenditure requirements;
2. Persistence of negative cash balances (**bank overdrafts**);
3. **Overspending** of original **operating budgets**;
4. **Underspending** of original **capital budgets**;
5. **Debtors as a percentage of own revenue**;
6. Year on year **growth in debtors**;
7. **Creditors as a percentage of cash investments**; and
8. **Reliance on National and Provincial government grants**.

Speaker, in the category of the 27 largest municipalities in South Africa, made up of the 8 metros and 19 secondary cities, Drakenstein was rated **number one** jointly with Richards Bay (uMhlatuze) in Kwazulu Natal.

With regard to the **Western Cape Province**, which performed the best of all provinces, in terms of the metros and secondary cities, Drakenstein was rated **number one**, followed by Stellenbosch in the second place and the City of Cape Town and George jointly in the third place.

Speaker, Drakenstein for the 2017/2018 financial year also received an **eleventh consecutive unqualified audit opinion** from the **Auditor-General**. As Acting Executive Mayor, I am proud of the achievements of Drakenstein Municipality and I would like to thank all Councillors, the City Manager, Executive Directors and staff members for their contributions to achieve these excellent results.

Speaker, with these remarks, I herewith present Drakenstein's Final 2019/2020 Budget. I respectfully submit the 25 recommendations in the budget item to Council for consideration and approval.

I thank you.



**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

**8. MATTERS FOR CONSIDERATION/INFORMATION
SAKE VIR OORWEGING/INLIGTING
IMIBA YOKUQWALASELWA/YOKWAZISA**

None.

**9. CONSIDERATION OF REPORTS, COMMUNICATIONS, PETITIONS AND APPLICATIONS
DEALING WITH MATTERS OF URGENCY BY THE CITY MANAGER
OORWEGING VAN VERSLAE, MEDEDELINGS, VERSOEKSKRIFTE EN AANSOEKE IN
VERBAND MET DRINGENDE SAKE VOORGELÊ DEUR DIE STADSBESTUURDER
UKUQWALASELWA KWENGXELO, UQHAKAMSHELWANO, IZIBHENGEZO KUNYE
NEZICELO EZIHAMBISANA NEMIBA ENGXAMISEKILEYO NGU MANEJALA WESIXEKO**

None.

**10. CONSIDERATION OF NOTICES OF MOTIONS AND NOTICES OF QUESTIONS
OORWEGING VAN KENNISGEWINGS VAN MOSIES EN KENNISGEWINGS VAN VRAE
UKUQWALASELWA KWEZAZISO ZEZIPHAKAMISO KUNYE NEZAZISO ZEMIBUZO**

None.

**11. SUPPLEMENTARY AGENDA (IF ANY)
AANVULLENDE AGENDA (INDIEN ENIGE)
I AJENDA EYONGEZIWEYO (UKUBA IKHONA)**

**11.1 IMPLEMENTATION OF THE MUNICIPAL STANDARD CHART OF ACCOUNTS
IMPLEMENTERING VAN DIE MUNISIPALE STANDAARD TABEL VAN REKENINGE
UKUMILISELWA KWE MUNICIPAL STANDARD CHART OF ACCOUNTS**

UNANIMOUSLY RESOLVED that

**The report on the Implementation of the Municipal Standard Chart of Accounts (MSCOA),
be noted.**

Meeting: Council - 31/05/2019	Submitted by Department: Financial Services		
Ref No: 5/1	Author/s: C Lategan		
Coll No: 1510958	Referred from: MC - 30/05/2019		
PAR:	ACTION:	RESPONSIBLE DEPT:	DUE DATE:

**DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
31 MAY 2019**

IN-COMMITTEE/ IN-KOMITEE/ KWI-KOMITI

- | | |
|------------|--|
| 12. | CONSIDERATION OF CONFIDENTIAL MATTERS |
| | OORWEGING VAN VERTROULIKE SAKE |
| | UKUQWALASELWA KEMIBA EYIMFIHLO |

(See confidential agenda)
(Sien vertroulike agenda)
(Jonga I Ajenda eyimfihlo)

- | | |
|-------------|---|
| 12.1 | CONFIRMATION OF CONFIDENTIAL MINUTES |
| | BEKRAGTIGING VAN VERTROULIKE NOTULE |
| | UKUQINISEKISWA KWEMIZUZU EYIMFIHLO |

(See confidential agenda)
(Sien vertroulike agenda)
(Jonga I Ajenda eyimfihlo)

The meeting ended at 14:10.

CHAIRPERSON:

A. C. Stowman

DATE:

24 June 2019

Confirmed ~~with~~ without amendments.
fg/mg

AS

**DRAKENSTEIN MUNICIPALITY
ATTENDANCE REGISTER: COUNCIL
31 MAY 2019**

55

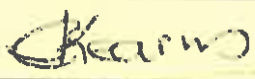

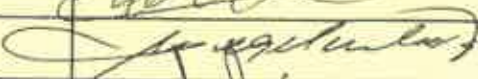
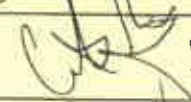


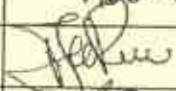




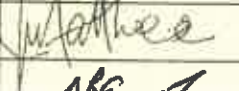






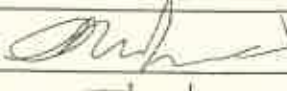
SURNAME	INITIALS	TITLE	CELL NO	SIGNATURE
ABRAHAMS	AW	MS	0737503484 0834685650	AW Abrahams
ADRIAANSE	MM	MS	0795089815	M. Adriaanse
AFRIKA	AF	MS	0795021437	A. Afrika
ANDERSON	JV	MS	0766851088	J. Anderson
ANDREAS	MA	MS	0767901066	M. Andreas
ARNOLDS	RB	MS	0824450022	R. Arnolds
BEKEER	A	MR	0793728947	A. Bekeer
BESTER	TG	MR	0823767839	T. G. Bester
BLANCKENBERG	DS	MR	0833493366	D. S. Blanckenberg
BOOYSEN	VC	MS	0798342556	V. C. Booysen
BUCKLE	AML	MR	0834608060	A. M. L. Buckle
COMBRINK	GC	MR	0824553445	G. C. Combrink
CUPIDO	FP	MR	0724874744/ 0726975802	F. P. Cupido
CUPIDO	PBA	MS	0764467741	P. B. A. Cupido
DE GOEDE	HR	MR	0824369830	H. R. De Goede
DE WET	J	MS	0837385823 0609687359	J. De Wet
DUBA	BP	MS	0739679629	B. P. Duba
FORD	GH	MR	0726016418	G. H. Ford
GEORGE	NN	MS	0736722618	N. N. George
GOUWS	E	MS	0824479711	E. Gouws
JACOBS	F	MD	0837600466	F. Jacobs
JONAS	SX	MS	0726521981	S. X. Jonas

Office of the / Kantoor van die
CHIEFWHIP / HOOFSWEEP
Mr / Rdl **R.A. KOEGELNBERG**
Drakenstein

[Handwritten signature and initials]

**DRAKENSTEIN MUNICIPALITY
ATTENDANCE REGISTER: COUNCIL
31 MAY 2019**

56

SURNAME	NAME	TITLE	CELL NO	SIGNATURE
KEARNS	C	MS	0765018441/ 0769406614	
KLAAS	MT	MR	0843507787	
KOEGELENBERG	RA	MR	0832693138	
KOTZE	HJ	MR	0794311560 0824477693	
KROUTZ	C	MR	0722522866	
LANDU	L	MS	0729187202	
LE HOE	MJ	MR	064 218 4899	ABSENT Chief Whip
LE ROUX	JF	MR	0834585965	
LUGQOLA	A	MS	0730896903	
MANGENA	TC	MR	0725937804	
MASOKA	ZL	MR	0791202895	
MATTHEE	HJN	MR	0824795315	
MATTHEE	J	MR	0824486180	
MBENENE	NP	MS	0804141567	ABSENT Chief Whip
MDUNUSIE	MN	MS	0804531733	
MEYER	WPD	MR	081 556 8224	
MILLER	J	ADV	0834400507	
MPULANYANA	TR	MR	0769042103	
MOKOENA	LP	MS	0734198671	
NIEHAUS	LW	MR	0844216780	
NOBULA	MD	MR	0825947333	



Office of the / Kantoor van die
CHIEFWHIP / HOOF SWEEP
Clr / Rdl R.A. KOEGELENBERG
Drakenstein



**DRAKENSTEIN MUNICIPALITY
ATTENDANCE REGISTER: COUNCIL
31 MAY 2019**

SURNAME	INITIALS	TITLE	CELL NO	SIGNATURE
NQORO	TZ	MS	0790639041	ABSENT Chief Whip
NZELE	LV	MR	0731622287	Mark
POOLE	CJ	MR	0785304285 0824979046	Apology Chief Whip
RENS	SC	MR	0795580013	SC
RICHARDS	AM	MR	0827860053	Mark
ROSS	S	MS	0748214153	Apology Chief Whip
SAMBOKWE	LS	MS	0712664622	LS
SAUERMAN	ND	MR	0828991005	SAUERMAN
SEPTEMBER	SE	MS	0849219770	SEPTEMBER
SIYAYA	Z	MR	0725125193	Z
SMIT	J	MR	0817354467	J
SMIT	WE	MS	0828251550	WE
SMUTS	R	MR	0824948467	Smuts
SOLOMONS	EA	MS	0736503007	SOLOMONS
STOWMAN	AC	MR	0791895359	STOWMAN
VAN NIEKERK	LT	MS	0818858365	VAN NIEKERK
VAN NIEWENHUYZEN	RH	MR	0826296239	VAN NIEWENHUYZEN
VAN SANTEN	AJ	MS	0824226339	VAN SANTEN
VIKA	M	MS	0797044556/ 0732433996	VIKA
WINDVOGEL	E	MS	071 591 4188	WINDVOGEL
WILLEMSE	L	MS	0820799421	WILLEMSE
ZIKHALI	N	MS	0784000130	ZIKHALI

Office of the / Kantoor van die
CHIEF WHIP / HOOF SWEEP
Mr / Rdl R.A. KOEGELBERG
Drakenstein

(Handwritten signatures and initials)