

## DRAKENSTEIN MUNICIPALITY

MINUTES OF AN ORDINARY MEETING OF THE MUNICIPAL COUNCIL HELD IN THE COUNCIL CHAMBERS, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON WEDNESDAY, 29 NOVEMBER 2017 AT 14:00.

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

Senior Officials:	Dr J H Leibbrandt	(City Manager)
	Mr S Johaar	(Executive Director: Corporate Services)
	Mr G Boshoff	(Executive Director: Community Services)
	Mr J Carstens	(Chief Financial Officer)
	Ms L Waring	(Executive Director: Planning and Development)
	Mr D Hattingh	(Executive Director: Engineering Services)
	Ms R Jaftha	(Chief Audit Executive)
	Mr A V Marais	(Senior Manager: Legal and Administration)
	Ms R Geldenhuys	(Manager Communications and Marketing)
	F Qebanya	(Manager: Strategic Planning)
	Mr G Dippenaar	(Chief Risk Officer)
	Mr F P Goosen	(Manager: Administrative Support Services)

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



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

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

1. Cllr GH Ford - (apology)
2. Cllr M Vika - (apology)
3. Cllr M J le Hoe - (apology)
4. Cllr L Landu - (on Council duty)

<b>2. CONFIRMATION OF MINUTES</b>
<b>BEKRAGTIGING VAN NOTULE</b>
<b>UKUQINISEKISWA KWEMIZUZU</b>

The minutes of the meeting of the Municipal Council held on 31 October 2017 was **confirmed as correct.**

With reference to item 7.2 the ANC indicated that the updated Quarterly Performance Assessment Report 2017/2018 was not distributed to parties as indicated in the minutes. The Executive Mayor confirmed that a copy will be distributed.

With regard to item 7.11 the ANC requested that the undertaking to resettle the 25 families be included in the minutes and be distributed to the parties.

<b>2.1 IMPLEMENTATION OF COUNCIL DECISIONS</b>
<b>IMPLEMENTERING VAN RAADSBSLUIE</b>
<b>UKUMISELWA KWEZIGQIBO ZEBHUNGA</b>

**Noted.**

<b>3. MAYORAL COMMITTEE</b>
<b>BURGEMEESTERSKOMITEE</b>
<b>IKOMITI KASODOLOPHU</b>

**Noted.**

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

- 1) The Executive Mayor indicated that the Municipality would be receiving its fourth consecutive Clean Audit. All Councillors and officials were congratulated for their respective roles in the achievement.
- 2) The Deputy Executive Mayor reported on the Draft Upper limits for the Remuneration of Councillors and indicated that preliminary indications are that the provision of laptops will be included in the tools of trade. Comments on the Draft Proclamation must be submitted to the National Minister by 6 December 2017.
- 3) Cllr JF le Roux reported on the progress with the drilling for water in the Drakenstein Municipal area. He indicated that a report of the quality of the water is outstanding.

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

The Speaker made the following announcements:-

- 1.) Welcomed the reporter of the Paarl Post.
- 2) Congratulated councillors who celebrated their birthdays during November.
- 3) Encouraged ward councillors to hold regular ward meetings and requested that requests for ward meetings should be submitted to the Speakers Office at least 2 weeks in advance. Proportional list councillors were also encouraged to be more involved with community affair.
- 4) Ward councillors were requested to liaise with the relevant officials regarding the implementation of ward projects.
- 5) Councillors may collect 2018 diaries at the Speaker's Office.
- 6) Ward councillors were reminded to submit minutes of ward meetings timeously.
- 7) Councillors were requested to be on time for Council meetings.

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- 8) Councillors were requested to read and bring their agenda to the meeting.
- 9) All outstanding memory sticks to be returned to the administration.
- 10) Special Council meeting to be held on Friday, 08 December 2017.

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

None.

<b>6. STATUTORY MATTERS</b>
<b>STATUTÊRE SAKE</b>
<b>IMIBA YOMTHETO</b>

None.

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

<b>7.1 REVISED DRAFT: FRAUD-AND RISK MANAGEMENT POLICY</b>
<b>HERSIENE KONSEP: BEDROG EN RISIKOBESTUURSBELEID</b>
<b>UYILO LOHLOLO: UMGAQO NKQUBO WOBUSELA KUNYE NOKULAWULWA KWENGOZI</b>

**UNANIMOUSLY RESOLVED**

That the Fraud- and Risk Management Policy be approved.

Meeting: Council – 29/11/2017	Submitted by Directorate: City Manager (Risk Audit)		
Ref No: 5/12/B	Author/s: G Dippenaar		
Coll Nr: 1261557	Referred from: MC - 22/11/2017		
<b>PAR:</b>	<b>ACTION:</b>	<b>RESPONSIBLE DEPT:</b>	<b>DUE DATE:</b>
	<ol style="list-style-type: none"> <li>1. Implement decision</li> <li>2. Update policy register,</li> <li>3. Intranet and website</li> </ol>	<ol style="list-style-type: none"> <li>1. Chief Risk Officer</li> <li>2-3 Admin</li> </ol>	

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<b>7.2 EXTENSION OF APPOINTMENTS: MEMBERS OF THE DRAKENSTEIN MUNICIPAL PLANNING TRIBUNAL</b>
<b>VERLENGING VAN AANSTELLINGS: LEDE VAN DIE DRAKENSTEIN MUNISIPALE BEPLANNINGSTRIBUNAAL</b>
<b>UKWANDISWA KOKUQESHWA: AMALUNGU E DRAKENSTEIN MUNICIPALITY PLANNING TRIBUNAL</b>

**UNANIMOUSLY RESOLVED**

1. that the appointment of Messrs S Magardie and D Smit as external members of the Drakenstein Municipal Planning Tribunal be extended with another three years, until 31 December 2020;
2. that the appointment of Mr WM De Kock as external secundi to the Tribunal be extended with another three years, until 31 December 2020;
3. that the appointment of the following internal municipal officials as members of the Tribunal be extended with another three years: Lauren Waring (Chairperson), Diederik Johannes Hattingh (Deputy Chairperson), Gary Boshoff and Seraj Johaar (secundi), until 31 December 2020;
4. that the approved remuneration of the external members of the Drakenstein Municipal Planning Tribunal remain limited to a maximum claim of two hours for preparation time at a cost of R500-00 per hour, a maximum claim of four hours for a meeting at a cost of R1500-00 per hour, and a travelling cost as per the SARS rates for private vehicles with a maximum claim of 500km; and
5. that the Corporate Services Department proceed with the re-publication stating the new commencement date and the names and new term of the members of the Tribunal in the Provincial Gazette.

Meeting: Council – 29/11/2017 Ref No: 3/3/1/3/2/1 Coll Nr: 1259608		Submitted by Department: Planning and Development Author/s: J Meyer Referred from: MC - 22/11/2017	
<b>PAR:</b> 1-4 5	<b>ACTION:</b> Implement decisions Advertise in the Provincial Gazette	<b>RESPONSIBLE DEPT:</b> ED: Planning and Development Administration (HB)	<b>DUE DATE:</b>

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<b>7.3 APPROVAL OF DRAKENSTEIN MUNICIPALITY'S SPECIAL RATING AREAS POLICY</b>
<b>GOEDKEURING VAN DRAKENSTEIN MUNISIPALITEIT SE SPESIALE HEFFINGSAREA BELEID</b>
<b>UKUQINISEKISWA KOMGAQO NKQUBO WE DRAKENSTEIN MUNICIPALITY'S SPECIAL RATING AREAS</b>

**UNANIMOUSLY RESOLVED**

that the Special Rating Areas Policy be adopted and approved for implementation.

Meeting: Council – 29/11/2017	Submitted by Department: Planning and Development		
Ref No: 5/B	Author/s: C Phillips		
Coll Nr: 1260207	Referred from: MC-22/11/2017		
<b>PAR:</b>	<b>ACTION:</b>	<b>RESPONSIBLE DEPT:</b>	<b>DUE DATE:</b>
	<ol style="list-style-type: none"> <li>1. Implement decision</li> <li>2. Update policy register,</li> <li>3. Intranet and website</li> </ol>	<ol style="list-style-type: none"> <li>1. ED: Planning and Development</li> <li>2-3 Admin</li> </ol>	

<b>7.4 PROPOSED SALE OF THE REMAINDER OF ERF 4916, PAARL (VOORSCHOTEN RAILWAY RESERVE) TO THE OWNER OF ERF 19333, PAARL, OESCHGEN (PTY) LTD: NEW PURCHASER</b>
<b>VOORGESTELDE VERVREEMDING VAN DIE RESTANT VAN ERF 4916, PAARL (VOORSCHOTEN SPOORWEG RESERWE) AAN EIENAAR VAN ERF 19333, PAARL - OESCHGEN (PTY) LTD: NUWE KOPER</b>
<b>ISINDULULO SOKUTHENGIS INTSALELO YESIZA 4916 E PAARL (VOORSCHOTEN UMZILA WOLOLIWE OGCINIWEYO KUMNINI WE SIZA 19333 EPAARL OESCHGEN EDMS BPK: UMTHENGI OMTSHA</b>

**UNANIMOUSLY RESOLVED**

that ***final approval*** be granted that the Remainder of Erf 4916, Paarl measuring approximately ± 1393 m<sup>2</sup> initially sold to Mr Paper Countrywide (Pty) Ltd t/a Enviro paper Pulp CC in terms of Council resolution 7.18 dated 29 September 2016, now be sold to the new owner of Erf 19333 Paarl, Oeschgen (Pty) Ltd (Registration no.2016/436691/07) subject to the same terms and conditions approved in the Council resolution of 29 September 2016.

Meeting: Council – 29/11/2017	Submitted by Directorate: Corporate Services		
Ref No: 15/4/1 (4916) X 15/4/1 (19333)P	Author/s: F Williams		
Coll Nr: 1251064	Referred from: MC- 22/11/2017		
<b>PAR:</b>	<b>ACTION:</b>	<b>RESPONSIBLE DEPT:</b>	<b>DUE DATE:</b>
	Implement decision	ED: Corporate Services (Properties)	

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<b>7.5 LEASE OF MUNICIPAL PROPERTY TO THE UNIVERSITY OF CAPE TOWN - ROOM A, PORTION OF ERF 2689, MATHAKATHA STREET, MBEKWENI</b>
<b>VERHURING VAN MUNISIPALE EIENDOM AAN DIE UNIVERSITEIT VAN KAAPSTAD-KAMER A, GEDEELTE VAN ERF 2689, MATHAKATHASTRAAT, MBEKWENI</b>
<b>UKUQESHISWA KWEPROPATI KAMASIPALA KWI DYUNIVESITI YASE KAPA - IGUMBI A ICEBA LESIZA 2689 E KWISITALATO MATHAKATHA E MBEKWENI</b>

**UNANIMOUSLY RESOLVED**

1. that in terms of Regulation 34 of the Municipal Asset Transfer Regulations, approval ***in principle*** be granted for the lease of Room A, situated on a portion of Erf 2689, Mathakatha Street, Mbekweni ( $\pm 72,7m^2$ ) to the University of Cape Town, subject to the normal lease conditions as well as the following further conditions:-
  - 1.1 the property will be leased at a subsidized rental of 10 % of the market value which is R196.67 per month (VAT excluded and 8 % annual escalation included);
  - 1.2 the lease endures for a period of two (2) years, after which renewal thereof might be considered by Council;
  - 1.3 all administrative and legal requirements be adhered to;
  - 1.4 the lessee be responsible for payment of all municipal services;
  - 1.5 the subject property only be used for health and research purposes and for no other purpose;
  - 1.6 the proposed lease be advertised for objections or counter offers; and
  
2. that Room A not be put on tender due to the University of Cape Town rendering a valuable service in the community and need space urgently. Applications to lease this space was called previously, but no suitable applications were submitted. The proposal will however be advertised for comments or counter offers.

Meeting: Council – 29/11/2017	Submitted by Department: Corporate Services
Ref No: 15/4/1 (2689)M	Author/s: N Williams
Coll Nr: 1251173	Referred from: MC-22/11/2017
<b>PAR:</b>	<b>ACTION:</b>
1-2	Implement decision
	<b>RESPONSIBLE DEPT:</b>
	ED: Corporate Services (Properties)
	<b>DUE DATE:</b>



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<b>7.6 PROPOSED LEASE OF ERF 21110, PAARL (MBEKWENI INDOOR SPORT FACILITY) TO THE HOPE THROUGH ACTION FOUNDATION</b>
<b>VOORGESTELDE VERHURING VAN ERF 21110, PAARL (MBEKWENI BINNENSHUISE SPORTFASILITEIT) AAN DIE HOPE THROUGH ACTION FOUNDATION</b>
<b>INGXELO- ISIPHAKAMISO SOKUQASHISA IERF 21110 EPERE KWI HOPE THROUGH ACTION FOUNDATION- IHOLO LEMIDLALO YANGAPHAKATHI LASEMBEKWENI</b>

**UNANIMOUSLY RESOLVED**

1. that in terms of Regulation 34 of the Municipal Asset Transfer Regulations **final approval** be granted for the lease of Erf 21110 Paarl to the Hope Through Action Foundation (Registration No. 009/016163/08), for a period of twenty five (25) years, at no consideration (gratis) for the entire lease term, for the purposes of managing and operating the indoor sport facility situated on the subject property, as set out in the Memorandum of Understanding, subject to the normal conditions of lease as well as the following conditions:-
  - 1.1 the lessee will be responsible for the payment of all services;
  - 1.2 the lessee receive a tariff rebate in respect of the "Notify demand" amount payable monthly for electricity;
  - 1.3 the lessee applies for a rebate to be granted in respect of the property rates and taxes payable due to the fact that it is a notarial lease to be concluded between Hope Through Action and the municipality in respect of the leasing of the subject property;
  - 1.4 the lessee be responsible for the full maintenance of the entire facility, i.e. maintenance to any services within the property boundaries, whether external to or internal to the building;
  - 1.5 the lessee appoints sufficient staff to ensure the proper management and administering of the facility and the intended programs, at its own cost;
  - 1.6 the Municipality be responsible for insuring the facility at its own cost;
  - 1.7 a Notarial lease be registered at the cost of the Municipality;
2. that the Municipality assigns a member from the Community Services Directorate as liaison between HTAF and the Municipality;
3. that prior to the lease being implemented, the municipality must ensure that a new Certificate of Compliance is issued in terms of the OHSA.
4. that the Community Services Department undertakes to cut the grass of the subject property twice per annum; and

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5. that tenders not be called for the lease of the subject property due to the fact that the applicant has constructed the indoor sport facility on the premises at own cost for the upliftment of the youth through various activities and programmes and the fact that they have been successfully managing the facility since 2010 and the fact that the entire maintenance cost of the facility will be borne by the lessee.

Meeting: Council – 29/11/2017 Ref No: 15/4/1 (21110)P Coll Nr: 1252078		Submitted by Department: Corporate Services Author/s: N October Referred from: MC-22/11/2017	
<b>PAR:</b> 1, 3-5 2	<b>ACTION:</b> Implement decision Assign representative	<b>RESPONSIBLE DEPT:</b> ED: Corporate Services (Properties) ED Community Services	<b>DUE DATE:</b>

<b>7.7 RENEWAL OF LEASE AGREEMENT: BKB LIVESTOCK &amp; PROPERTIES - PORTION OF ERF 585, GOUDA</b>
<b>HERNUWING VAN HUUROOREENKOMS: BKB VEE &amp; EIENDOMME - GEDEELTE VAN ERF 585, GOUDA</b>
<b>UKUHLAZIWA KWESIVUMELWANO SOKUQESHA: BKB LIVESTOCK &amp; PROPERTIES - ICEBA LESIZA 585 E GOUDA</b>

**UNANIMOUSLY RESOLVED**

1. that in terms of Regulation 34 of the Municipal Asset Transfer Regulations, *in principle* approval be granted for the renewal of the lease of portion B of Erf 585 Gouda, to BKB Livestock and Properties, subject to the standard lease conditions as well as the following further conditions:-
  - 1.1 the property will be leased at a market related rental of R 4 861.80 per month (VAT excluded, including 8% escalation per annum) ;
  - 1.2 the lease will endure for a period of 3 years, after which the renewal thereof may be considered by Council;
  - 1.3 the property may only be used as a livestock auction facility;
  - 1.4 that the lease be subject to a notice period of 3 months should the property be required by the Municipality for municipal or development purposes;
  - 1.5 that the applicant be responsible for the payment of all municipal services;
  - 1.6 that all administrative and legal requirements be adhered to;

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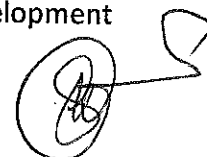
- 1.7 that the lease be advertised in the local press for objections and counter offers by other interested parties, and that all abutting landowners be notified of the proposed lease; and
2. that a formal bidding process for the renewal of the lease not be followed due to the lease being a renewal of an existing lease and the fact that a public participation process will be followed in terms of which any interested party may apply for the land.

Meeting: Council – 29/11/2017 Ref No: 15/4/1(F585) Gouda Coll Nr: 1252270		Submitted by Department: Corporate Services Author/s: N Williams Referred from: MC-22/11/2017	
<b>PAR:</b> 1-2	<b>ACTION:</b> Implement decision	<b>RESPONSIBLE DEPT:</b> ED: Corporate Services (Properties)	<b>DUE DATE:</b>

<b>7.8 PROPOSED LEASE OF MUNICIPAL PROPERTY SITUATED ON A PORTION OF ERF 1297, GENERAAL HERTZOG AVENUE, WELLINGTON TO CURIOUS MONKEYS PLAYSCHOOL AND AFTERCARE</b>
<b>VOORGESTELDE VERHURING VAN 'N GEDELTE VAN ERF 1297, GENERAAL HERTZOGAAN, WELLINGTON AAN CURIOUS MONKEYS PLAYSCHOOL AND AFTERCARE</b>
<b>ISINDULULO SOKUQESHISA IPROPATI KAMASIPALA EKWICEBA LESIZA 1297 E GENERAL HERTZOG AVENUE E WELLINGTON KWI CURIOUS MONKEYS PLAYSCHOOL KUNYE NENDAWO YOKUGCINA ABANTWANA EMVENI KWESIKOLO</b>

**UNANIMOUSLY RESOLVED**

1. that in terms of Regulation 34 of the Municipal Asset Transfer Regulations, *in principle* approval be granted for the lease of the property situated on Erf 1297, General Hertzog Avenue, Wellington to Curious Monkeys Playschool and Aftercare, subject to the standard lease conditions as well as the following further conditions:-
  - 1.1 the property will be leased at a subsidised rental of R3 120.00 per month (VAT excl, 8% per annum included);
  - 1.2 the lease endure for a period of two (2) years, after which the renewal thereof may be reviewed by Council;
  - 1.3 the lessee be responsible for the payment of municipal services. Application must be made to the municipality for the necessary services and the required connection fees and deposits are payable;
  - 1.4 the crèche registers the site with the department of Social Development within 6 months from final approval of the proposed lease;



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- 1.5 the lease be advertised in the press for possible objections or counter offers/applications from other interested crèches;
- 1.6 all administrative and legal requirements be adhered to; and
2. that the request from Kabouterplaas Educare for the early termination of their lease agreement be approved.

Meeting: Council – 29/11/2017	Submitted by Directorate: Corporate Services		
Ref No: 15/4/11 (1297)W	Author/s: N Williams		
Coll Nr: 1256086	Referred from: MC-22/11/2017		
<b>PAR:</b>	<b>ACTION:</b>	<b>RESPONSIBLE DEPT:</b>	<b>DUE DATE:</b>
1-2	Implement decision	ED: Corporate Services (Properties)	

<b>7.9 RENEWAL OF LEASE AGREEMENT - LOLLYPOP EDUCARE CENTRE, PORTION OF ERF 5810, COODE STREET, WELLINGTON</b>
<b>HERNUWING VAN HUUROOREENKOMS - LOLLYPOP EDUCARE SENTRUM, GEDEELTE VAN ERF 5810, COODESTRAAT, WELLINGTON</b>
<b>UKUHLAZIWA KWESIVUMELWANO SOKUQESHA - LOLLYPOP EDUCARE CENTRE ICEBA LESIZA 5810 COODE STREET E WELLINGTON</b>

**UNANIMOUSLY RESOLVED**

1. that in terms of Regulation 34 of the Municipal Asset Transfer Regulations, *in principle* approval be granted for the lease of the property situated on a portion of Erf 5810, Coode Street, Wellington, to Lollypop Educare Centre, subject to the standard lease conditions as well as the following further conditions:-
  - 1.1 the property will be leased at a subsidized rental of R 408.51 per month (VAT excluded, 8% per annum included);
  - 1.2 the lease endures for a period of two (2) years, after which the renewal thereof may be reviewed by Council;
  - 1.3 the current lease conditions as per the lease agreement be complied with;
  - 1.4 the proposed renewal be advertised in the press for possible objections or counter offers;
  - 1.5 all administrative and legal requirements be adhered to; and

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2. tenders not be called for the lease of the premises due to the fact that the subject property has been leased to the Lollypop Educare Centre since 1995. The proposed renewal will however be advertised for objections and offers to lease by other interested parties.

Meeting: Council – 29/11/2017	Submitted by Department: Corporate Services		
Ref No: 15/4/1(5810)W	Author/s: N Williams		
Coll Nr: 1258321	Referred from: MC-22/11/2017		
<b>PAR:</b>	<b>ACTION:</b>	<b>RESPONSIBLE DEPT:</b>	<b>DUE DATE:</b>
1-2	Implement decision	ED: Corporate Services (Properties)	

<b>7.10 PROPOSED ALIENATION AND REDEVELOPMENT OF ERF 2688, MATHAKATHA STREET, MBEKWENI AND THE BUILDING SITUATED THEREON</b>
<b>VOORGESTELDE VERVREEMDING EN HERONTWIKKELING VAN ERF 2688, MATHAKATHASTRAAT, MBEKWENI EN DIE GEBOU DAAROP GELEË</b>
<b>ISINDULULO SOKUPHEPHELA KUNYE NOPHULISO KWISIZA 2688 MATHAKATHA STREET E MBEKWENI KUNYE NESAKHIWO ESIPHAYANA</b>

**UNANIMOUSLY RESOLVED**

1. that in terms of Section 14 of the Municipal Finance Management Act approval *in principle* be granted for the alienation of Erf 2688, Mathakatha Street, Mbekweni, measuring approximately 729 square metres in extent, via a call for proposals at a market related selling price to be determined by an independent valuer, subject to the normal conditions of sale, and the following further conditions:-
  - 1.1 that the property be developed for business and/or residential purposes as per the current land use rights;
  - 1.2 that the purchaser be responsible for all costs e.g. relocation or upgrading of services and required survey and any other costs related to the development of the subject property;
  - 1.3 that the purchaser undertake, at own cost, any additional land use rights applications should it be required in respect of the proposed development;
  - 1.4 any required relocation or upgrading of existing services or installation of new services will be at the cost of the applicant and must be done in consultation with the Department: Engineering Services where applicable;
  - 1.5 the applicant must have a full GLS services report done prior to the issuing of any land use or building plan approvals by the Drakenstein Municipality;
  - 1.6 any alterations to bulk services indicated by the GLS report, stormwater evaluation or the Traffic Impact Assessment, will be for the applicant's cost;

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- 1.7 should the redevelopment indicate the need for more than 25 vehicle trips being generated, a Traffic Impact Study will be required;
- 1.8 Council's Developer's Contribution Policy will be applicable to the proposed development;
- 1.9 the applicant must carry out a stormwater evaluation;
- 1.10 boundary fencing may not be erected within 3 metres of any existing infrastructure;
- 1.11 all technical conditions as will be required by the technical departments, be complied with;
- 1.12 all costs related to the transaction be for the applicants account;
- 1.13 a valuation will be obtained from an independent valuer; and
- 1.14 the proposed transaction be advertised for objections.

Meeting: Council – 29/11/2017	Submitted by Department: Corporate Services
Ref No: 15/4/1 (2688)M	Author/s: N October
Coll Nr: 1259332	Referred from: MC-22/11/2017
<b>PAR:</b>	<b>ACTION:</b>
1	Implement decision
	<b>RESPONSIBLE DEPT:</b>
	ED: Corporate Services (Properties)
	<b>DUE DATE:</b>

<b>7.11 PROPOSED SCHEDULE OF MEETING DATES FOR COUNCIL, MAYORAL COMMITTEE AND OTHER COMMITTEES OF COUNCIL: 2018</b>
<b>VOORGESTELDE SKEDULE VAN VERGADERDATUMS VIR DIE RAAD, BURGEMEESTERSKOMITEE EN ANDER KOMITEES VAN DIE RAAD: 2018</b>
<b>ISINDULULO SOLUHLU LWENTSUKU SENTLANGANISO YEBHUNGA, IKOMITI KASODOLOPHU KUNYENEZINYE IKOMITI ZEBHUNGA: 2018</b>

**UNANIMOUSLY RESOLVED**

that the meeting programme as submitted be approved.

Meeting: Council – 29/11/2017	Submitted by Department: Corporate Services
Ref No: 3/3/1/2	Author/s: FP Goosen
Coll Nr: 1251156	Referred from: MC-22/11/2017
<b>PAR:</b>	<b>ACTION:</b>
	Communicate decision
	<b>RESPONSIBLE DEPT:</b>
	ED: Corporate Services (Admin)
	<b>DUE DATE:</b>

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**MINUTES: COUNCIL/RAAD/IBHUNGA**  
**29 NOVEMBER 2017**

<b>7.12 PERFORMANCE MANAGEMENT POLICY</b>
<b>PRESTASIEBESTUURSBELEID</b>
<b>UMGAQO NKQUBO WIKULAWULA INDLE YOKUSEBENZA</b>

**UNANIMOUSLY RESOLVED**

that the Performance Management Policy be approved.

Meeting: Council – 29/11/2017	Submitted by Department: Corporate Services
Ref No: 2/2/8	Author/s: F Qebenya
Coll Nr:	Referred from: MC-22/11/2017
<b>PAR:</b>	<b>ACTION:</b>
	1. Implement decision 2. Update policy register, 3. Intranet and website
	<b>RESPONSIBLE DEPT:</b>
	1. IDP/PMS 2-3 Admin
	<b>DUE DATE:</b>

<b>7.13 CLOSING OF MUNICIPAL OFFICES DURING THE FESTIVE SEASON</b>
<b>SLUITING VAN MUNISIPALE KANTORE GEDURENDE DIE FEESSEISOEN</b>
<b>USUVALWA KWE OFISI SIKAMASIPALA NGEXESHA LEZIYUNGUMA</b>

**UNANIMOUSLY RESOLVED**

1. that the Municipal Offices be closed from 22 December 2017 at 12:45 until 29 December 2017;
2. that all Emergency Services personnel operate as usual;
3. that the closure be advertised in the local newspapers, municipal website and on all notice boards; and
4. that the City Manager in consultation with the Executive Mayor be authorised to approve the closure of offices in future.

Meeting: Council – 29/11/2017	Submitted by Department: Corporate Services
Ref No: 2/2/8	Author/s: N Matolengwe
Coll Nr: 1264433	Referred from: MC-29/11/2017
<b>PAR:</b>	<b>ACTION:</b>
3	Advertise closure of office in newspapers, website and notice boards
4	Update delegations
	<b>RESPONSIBLE DEPT:</b>
	ED: Corporate Services (HR)
	Senior Manager: Legal and Administration
	<b>DUE DATE:</b>

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<b>7.14 DRAFT: REVIEWED RECRUITMENT AND SELECTION POLICY</b>
<b>KONSEP: HERSIENDE WERWING EN KEURINGSBELEID</b>
<b>UYILO: UKUHLOLWA KOMGAQO NKQUBO WOKUKETHA NOKUQESHWA</b>

The ANC indicated that the EE plan is not available on the website and requested that a copy of the EE plan to be submitted to Council.

**UNANIMOUSLY RESOLVED**

that the reviewed Recruitment and Selection Policy, as reviewed be adopted.

Meeting: Council – 29/11/2017	Submitted by Directorate: Corporate Services		
Ref No: 2/2/8	Author/s: N Matoleingwe		
Coll Nr: 1264691	Referred from: MC- 29/11/2017		
<b>PAR:</b>	<b>ACTION:</b>	<b>RESPONSIBLE DEPT:</b>	<b>DUE DATE:</b>
	1. Implement decision 2. Update policy register, 3. Intranet and website	1. ED: Corporate Services (HR) 2-3 Admin	

<b>7.15 INTERNATIONAL AND INTERGOVERNMENTAL RELATIONS POLICY</b>
<b>INTERNASIONALE EN INTEROWERHEIDSVERHOUDINGE BELEID</b>
<b>UMGAQO NKQUBO WAMAZWE NEMICIMBI YAMASEBE KARHULUMENTE ANGAPHAKATI</b>

**UNANIMOUSLY RESOLVED**

that the International and Intergovernmental Relations Policy be approved.

Meeting: Council – 31/10/2017	Submitted by Directorate: Corporate Services		
Ref No: 2/B	Author/s: L Nonjozi		
Coll Nr: 1259404	Referred from: MC- 22/11/2017		
<b>PAR:</b>	<b>ACTION:</b>	<b>RESPONSIBLE DEPT:</b>	<b>DUE DATE:</b>
	1. Implement decision 2. Update policy register, 3. Intranet and website	1. ED: Corporate Services (IGR) 2-3 Admin	

<b>7.16 NEW COMMITTEE FOR PAARL BIRD SANCTUARY (PBS) ADVISORY COMMITTEE</b>
<b>NUWE KOMITEE VIR DIE PAARL VOËLPARK ADVIESKOMITEE</b>
<b>IKOMITI ENTSHA YE PAARL BIRD SANCTUARY (PBS) IKOMITI YONCEBISO</b>

**UNANIMOUSLY RESOLVED**

1. that the following persons in terms of the Constitution of the Paarl Bird Sanctuary be appointed as members for a period of three (3) years from 1 December 2016 to 30 November 2019:-



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- 1.1 Manager: Wastewater Services
- 1.2 Senior Superintendent: Wastewater Treatment
- 1.3 Superintendent: Wastewater Treatment (Paarl & Pearl Valley Wastewater Treatment Works)
- 1.4 Dr Michael Moll
- 1.5 Mrs Yvonne Weiss
- 1.6 Mr Cedric Morkel
- 1.7 Mrs Patsy Copeland

Meeting: Council – 29/11/2017 Ref No: 16/4/2 Coll Nr: 1260388		Submitted by Department: Engineering Services Author/s: C Lotz Referred from: MC-22/11/2017	
<u>PAR:</u>	<u>ACTION:</u> Inform members of appointment	<u>RESPONSIBLE DEPT:</u> ED: Engineering Services	<u>DUE DATE:</u>

<b>7.17 REPORT ON DEVIATIONS AND RATIFICATION OF MINOR BREACHES FROM PROCUREMENT PROCESSES: OCTOBER 2017</b>
<b>VERSLAG VAN AFWYKINGS EN RATIFIKASIE VAN GERINGE OORTREDINGE VAN VERKRYGINGSPROSESSE: OKTOBER 2017</b>
<b>INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA KWINKQUBO ZOKUFUMANA: OCTOBER 2017</b>

Some rectifications on the report as contained in the Mayoral Committee agenda, were announced.

**UNANIMOUSLY RESOLVED**

1. that in terms of paragraph 36(2) of the SCM Policy, the deviations and the reasons for the deviations for the amount of R 5,221,235 for October 2017 as recorded by the Accounting Officer in the annexures to the departmental report, **be noted**; and
2. that the Chief Financial Officer record the accumulated deviation amount of R 18,995,151 for the financial year in the notes to the 2017/2018 annual financial statements as required by legislation.

Meeting: Council – 22/11/2017 Ref No: 9/1/1/5 Coll Nr: 1261824		Submitted by Directorate: Financial Services Author/s: H Vergotine Referred from: MC 22/11/2017	
<u>PAR:</u>	<u>ACTION:</u> Implement decision	<u>RESPONSIBLE DEPT:</u> Chief Financial Officer	<u>DUE DATE:</u>

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<b>7.18 SUPPLY CHAIN MANAGEMENT: NOTIFICATION OF MONTHLY TENDER AWARDS: OCTOBER 2017</b>
<b>VOORSIENINGSKANAALBESTUUR: TENDERTOEKENNINGS VIR OKTOBER 2017</b>
<b>ULAWULO LOTHUNGELWANO LWEZIBONELELO: ISAZISO SONIKEZELO LWETHENDA: OKTOBA 2017</b>

**UNANIMOUSLY RESOLVED**

1. that the tenders and contracts that were adjudicated by the Bid Adjudication Committee for the month of October 2017, **be noted**; and
2. that the tenders and contracts and the reasons for the awards as recorded by the Accounting Officer as attached to the departmental report, **be noted**.

Meeting: Council – 29/11/2017	Submitted by Directorate: Financial Services
Ref No: 8/1/2/1	Author/s: Heinrich Vergotine
Coll Nr: 1261826	Referred from: MC- 22/11/2017
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPT:</u>
	<u>DUE DATE:</u>

<b>7.19 FINANCE: TAKING UP OF EXTERNAL LOANS TO FINANCE CAPITAL PROJECTS FOR THE 2017/2018 FINANCIAL YEAR</b>
<b>FINANSIES: OPNEEM VAN EKSTERNE LENINGS OM DIE KAPITAAL PROJEKTE VIR 2017/2018 TE FINANSIER</b>
<b>EZEMALI: UKUTHATHA KWEMBOLEKO MALI NGAPHANDLE KUSENZELA UKUXASA</b>

This item was withdrawn since comments from both Provincial and National Treasury were received after finalization of the report. The matter will be considered at a Special Council meeting to be held on 8 December 2017.

Meeting: Council – 29/11/2017	Submitted by Directorate: Financial Services
Ref No: 5/5/1	Author/s: A Viola
Coll Nr: 1261730	Referred from: MC- 22/11/2017
<u>PAR:</u>	<u>ACTION:</u>
	Re-submit item
	<u>RESPONSIBLE DEPT:</u>
	Chief Financial Officer
	<u>DUE DATE:</u>

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<b>7.20 MUNICIPAL FINANCE MANAGEMENT ACT: SECTION 71 MONTHLY BUDGET MONITORING REPORT FOR OCTOBER 2017</b>
<b>MUNISIPALE FINANSIËLE BESTUURSWET: ARTIKEL 71 MAANDELIKSE BEGROTING VERSLAGDOENING VIR OKTOBER 2017</b>
<b>UMTHETHO WOKULAWULWA KWEMALI ZIKAMASIPALA: ICANDELO 71 NGENYANGA INGXELO YOKONGAMELA KOHLAHLLO LWABIWO MALI YENYANGA KA OCTOBER 2017</b>

The ANC requested that the actual and committed capital spending be reflected separately in future reports, which was agreed to.

**UNANIMOUSLY RESOLVED**

1. that it be noted that the variance between the actual operating revenue (R 976,418,608) and the pro rata budgeted operating revenue (R 969,824,837) has a positive variance of R 6,593,711 or 0.68%;
2. that it be noted that the variance between the actual operating expenditure (R 545,965,091) and the pro rata budgeted operating expenditure (R 618,020,534) has a positive variance of R 72,055,443 or 11.66%;
3. that it be noted that the actual capital expenditure of R 134,061,134 and the pro rata budgeted capital expenditure of R 157,563,955 realised under spending of R 23,502,821 or 14.92%;
4. that it be noted that the actual and committed capital expenditure of R 516,590,063 compared with the capital expenditure budget represent a spending percentage of 63.37% after four months of the financial year;
5. that it be noted that external borrowings amounted to R 1,188,847,355 as at 31 October 2017 and that it represents 56.42% of Drakenstein's total budgeted operating revenue of R 2,107,106,847 for the 2017/2018 financial year;
6. that it be noted that unspent conditional and unconditional grants amounted to R 76,963,473 at the end of October 2017;
7. that it be noted that the actual employee related cost expenditure of R 156,979,274 compared with the pro rata budgeted expenditure of R 154,848,388 relates to a negative variance of R 2,130,886 or 1.38%;
8. that it be noted that total outstanding debtors as at 31 October 2017 amounted to R 299,716,334 and that 30 days and older debt constitutes 61.6% of total outstanding debtors;

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9. that it be noted that domestic consumers owe the municipality R 195,767,191 or 65.3% of the municipality's total debtor's book;
10. that it be noted that outstanding creditors amounted to R 17,549,774 as at 31 October 2017;
11. that it be noted that the primary bank account had a positive bank balance at 31 October 2017 which amounted to R 51,309,892; and
12. that it be noted that total investments in cash and shares amounted to R 363,896,013 as at 31 October 2017 at the five local banks and Eskom.

Meeting: Council – 29/11/2017 Ref No: 9/1/1/4 Coll Nr: 1262871	Submitted by Directorate: Financial Services Author/s: Airico Viola Referred from: MC- 22/11/2017		
<u>PAR:</u> 1-12	<u>ACTION:</u> Implement decision	<u>RESPONSIBLE DEPT:</u> Chief Financial Officer	<u>DUE DATE:</u>

<b>8. MATTERS FOR CONSIDERATION/INFORMATION</b>
<b>SAKE VIR OORWEGING/INLIGTING</b>
<b>IMIBA YOKUQWALASELWA/YOKWAZISA</b>

<b>8.1 LANTANA HOUSING PROJECT: REPORT ON DEVIATION</b>
<b>LANTANA BEHUISINGSPROJEK: VERSLAG OOR AFWYKING</b>
<b>IPROJEKTI YEZINDLU ELANTANA: INGXELO NGOKUPHAMBUKA</b>

**RESOLVED**

that the report be **noted**.

Meeting: Council – 29/11/2017 Ref No: 17/5/5/1/1 Coll Nr: 1262471	Submitted by Directorate: Planning and Development Author/s: L Waring Referred from: Council 31/10/2017		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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

None



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

The Speaker granted permission to cllr T Mpulanyana to present the following motions of exigency, which were debated and noted:-

- 1) Congratulations on the election of the new President of Zimbabwe;
- 2) The forth coming National Conference of the African National Congress in December; and
- 3) Radical Economic Transformation.

<b>11. SUPPLEMENTARY AGENDA</b>
<b>AANVULLENDE AGENDA</b>
<b>I AGENDA EYONGEZIWEYO</b>

None.

<b>IN-COMMITTEE/ IN-KOMITEE/ KWI-KOMITI</b>
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<b>12. CONSIDERATION OF CONFIDENTIAL MATTERS</b>
<b>OORWEGING VAN VERTROULIKE SAKE</b>
<b>UKUQWALASELWA KEMIBA EYIMFIHLO</b>

<b>12.1 CONFIRMATION OF CONFIDENTIAL MINUTES</b>
<b>BEKRAGTIGING VAN VERTROULIKE NOTULE</b>
<b>UKUQINISEKISWA KWEMIZUZU EYIMFIHLO</b>

(See confidential minutes)  
 (Sien vertroulike notule)  
 (Jonga Imizuzu yemfihlo)

<b>12.2 COUNCILLORS OUTSTANDING DEBT REPORT AS AT 31 OCTOBER 2017</b>
<b>RAADSLEDE SE UITSTAANDE SKULD VERSLAG SOOS OP 31 OKTOBER 2017</b>
<b>INGXELO YAMATYALA OCEBA NGOBUNJALO NGOMHLA WE 31 OKTOBHA 2017</b>

(See confidential minutes)  
 (Sien vertroulike notule)  
 (Jonga Imizuzu yemfihlo)

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12.3	MONTHLY IMPLEMENTATION PROGRESS REPORT ON MUNICIPAL MINIMUM COMPETENCY LEVELS FOR SENIOR MANAGERS: DRAKENSTEIN MUNICIPALITY 2017/2018
	MAANDELIKSE IMPLEMENTERINGSVERSLAG OOR MUNISIPALE MINIMUM VAARDIGHEIDSVLAKKE VIR SENIOR BESTUURERS: DRAKENSTEIN MUNISIPALITEIT 2017/2018
	INGXELO YENYANGA YENKQUBO YOKUMILISELA UMGANGATHO OMNCICI WOBUCHULE WOMASIPALA KUSENZELWA OMANEJALA ABAKHULU: KUMASIPALA WASE DRAKENSTEIN 2017/2018

(See confidential minutes)  
 (Sien vertroulike notule)  
 (Jonga Imizuzu yemfihlo)

The meeting ended at 15:11.

CHAIRPERSON: .....

DATE: .....

Confirmed with/without amendments.


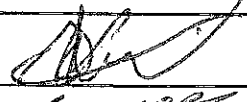



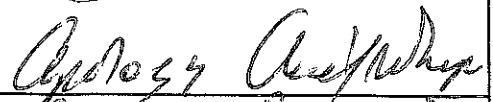

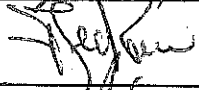
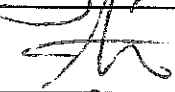
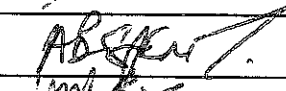
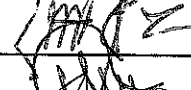
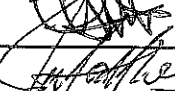
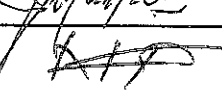
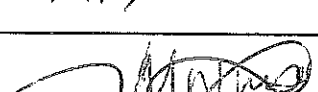
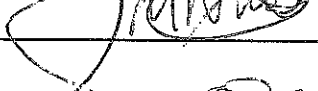


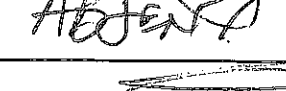


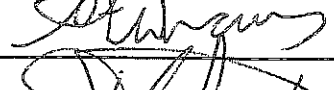

PJ/mg

23  
**DRAKENSTEIN MUNICIPALITY**  
**ATTENDANCE REGISTER: COUNCIL**  
 29 November 2017

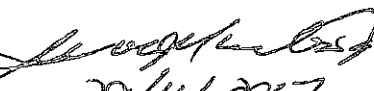
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ADRIAANSE	MM	MS	0795089815	
AFRIKA	AF	MS	0795021437	
ANDERSON	JV	MS	0766851088	
ANDREAS	MA	MS	0767901066	
ARNOLDS	RB	MS	0824450022	R. ARNOLDS
BEKEER	A	MR	0793726947	
BESTER	TG	MR	0823767839	
BLANCKENBERG	DS	MR	0833493366	
BOOYSEN	VC	MS	0798342556	V. Booysen
BUCKLE	AML	MR	0834608060	
COMBRINK	GC	MR	0824553445	
CUPIDO	FP	MR	0724874744/ 0726975802	
CUPIDO	PBA	MS	0764467741	
DE GOEDE	HR	MR	0824369830	
DE WET	J	MS	0837385623 0609687359	
DUBA	BP	MS	0739679629	
FORD	GH	MR	0726016418	
GEORGE	NN	MS	0736722618	
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JACOBS	F	MD	0837600466	
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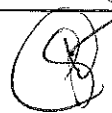
29/11/2017  
 Office of the / Kantoor van die  
**CHIEFWHIP / HOOFSWEEP**  
 Cllr / Rdi R.A. KOEGELEBERG

**DRAKENSTEIN MUNICIPALITY  
ATTENDANCE REGISTER: COUNCIL  
29 November 2017**

SURNAME	NAME	TITLE	CELL NO	SIGNATURE
KEARNS	C	MS	0765018441/ 0769406614	
KLAAS	MT	MR	076 843 4749	
KOEGELENBERG	RA	MR	0832693138	
KOTZÉ	HJ	MR	0794311560 0824477693	
KROUTZ	C	MR	0722522866	
LANDU	L	MS	0729187202	
HOE	MJ	MR	0845851690	
LE ROUX	JF	MR	0834595965	
LUGQOLA	A	MS	0730896903	
MANGENA	TC	MR	0725937804	
MASOKA	ZL	MR	0791202895	
MATHEE	HJN	MR	0824795315	
MATHEE	J	MR	0824486180	
MBENENE	NP	MS	0604141567	
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MEYER	WPD	MR	081 556 8224	
MILLER	J	ADV	0834400507	
MKABILE	ND	MR	0604223964	
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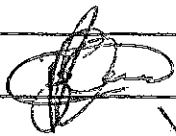
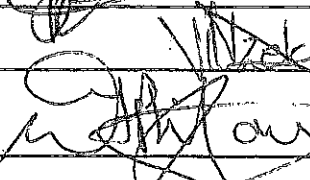
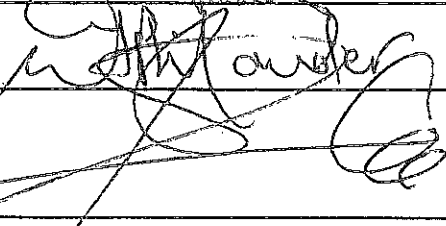
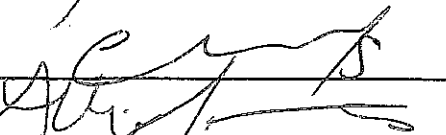
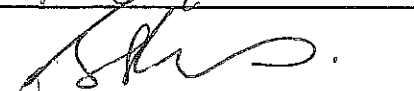

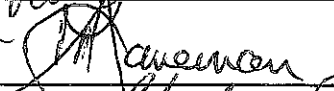
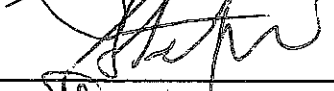

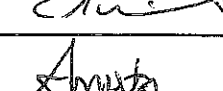
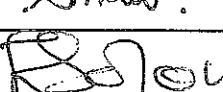


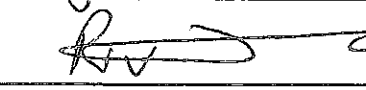
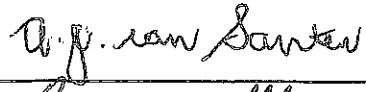
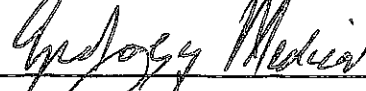




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CHIEFWHIP / HOOFSWEEP  
Cllr / Rdl R.A. KOEGELENBERG

  
29/11/2017





DRAKENSTEIN MUNICIPALITY  
ATTENDANCE REGISTER: COUNCIL  
29 November 2017

SURNAME	INITIALS	TITLE	CELL NO	SIGNATURE
NQORO <i>Nomkha</i>	TZ	MS	0790639041	
NZELE	LV	MR	0731622287	
PHILANDER	WF	MS	0765281211	
POOLE	CJ	MR	0785304285 0824979046	
RENS	SC	MR	0795580013 0827860053	
RICHARDS	AM	MR		
ROSS	S	MS	0745499921	
SAMBOKWE	LS	MS	0712664622	
SAUERMAN	ND	MR	0828991005	
SEPTEMBER	SE	MS	0849219770	
SMIT	J	MR	0817354467	
SMIT	WE	MS	0828251550	
SMUTS	R	MR	0824948467	
SOLOMONS	EA	MS	0736503007	
STOWMAN	AC	MR	0791895359	
VAN NIEKERK	LT	MS	0818858365	
VAN NIEWENHUYZEN	RH	MR	0826296239	
VAN SANTEN	AJ	MS	0824226339	
VIKA	M	MS	0797044556/ 0732433996	
WILLEMSE	L	MS	0820799421	
ZIKHALI	N	MS	0784000130	

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