

DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE (1)

ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON WEDNESDAY, 18 APRIL 2018 AT 10:00.

- PRESENT:** The Executive Mayor, Clr C J Poole (Chairperson)
The Deputy Executive Mayor, Clr G C Combrink (Part of meeting)
- Councillors:** M A Andreas
F Jacobs
C Kearns
J F le Roux
J Miller
L P Mokoena
R Smuts
L T van Niekerk
L Willemse
R H van Nieuwenhuyzen
- Also Present:** Clr R A Koegelenberg (Chief Whip)
Clr A M Richards (Leader of the opposition)
Clr J Matthee (MPAC Chairperson)
Clr W Meyer
- Officials:** Dr J H Leibbrandt (City Manager)
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 Administrative Services)
Mr E Saayman (Senior Manager: Parks, Sports, Cemeteries)
Ms R Geldenhuys (Manager: Communication and Marketing)
Mr F P Goosen (Manager: Administrative Support Services)
Ms E Sieberhagen (Forensic Investigator)
- ABSENT:** Clr A C Stowman (Speaker) (apology) (sick)
Mr S Johaar (Executive Director: Corporate Services)
(On Council duty)
Mr G Boshoff (Executive Director: Community Services)
(On Council duty)




DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE

18 APRIL 2018**1. LEAVE ARRANGEMENTS AND NON-AVAILABILITY OF COUNCILLORS AND SENIOR MANAGEMENT**

1. Mr G Boshoff : On Council Duty
2. Mr S Johaar : On Council Duty

2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR

The Executive Mayor welcomed members of the public to the meeting.

3. DISCLOSURE OF INTERESTS BY COUNCILLORS/OFFICIALS

None.

4. CONFIRMATION OF MINUTES

The following meetings were confirmed as correct:

- i. Ordinary meeting held on 20 March 2018;
- ii. Confidential meeting held on 20 March 2018;
- iii. Ordinary meeting held on 28 March 2018; and
- iv. Confidential meeting held on 28 March 2018.

5. SCHEDULE OF DECISIONS

RESOLVED that

the Schedule of Decisions **be noted**.



DRAKENSTEIN MUNICIPALITY
MINUTES: MAYORAL COMMITTEE
18 APRIL 2018

6. EXECUTIVE MAYOR

6.1 APPOINTMENT OF THE PANEL TO INTERVIEW AND RECOMMEND THE APPOINTMENT OF AUDIT COMMITTEE MEMBERS
AANSTELLING VAN 'N PANEEL OM ONDERHOUDE TE VOER EN AANBEVELINGS TE MAAK AANGAANDE DIE AANSTELLING VAN OUDITKOMITEELEDE
UKUTYUNJWA KWESIQEBA SOTHETHWANO KUNYE NEZINCOMO ZOKUQESHWA KWELUNGU LWEKOMITI YOPHICHOHO ZINCWADI

RECOMMENDED that

The following councillors be nominated to the panel to interview prospective candidates to serve on the Municipal Audit Committee:-

- 1) Clr A Stowman (Speaker);
- 2) Clr JF Le Roux; and
- 3) Clr J Matthee.

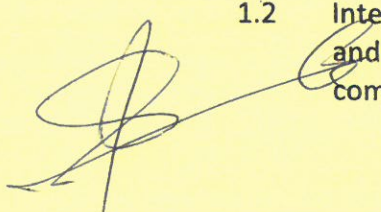
Meeting: Mayco – 18/04/2018	Submitted by Department: Internal Audit		
Ref No: 3/3/1/3/9/1	Author/s: R Jaftha		
Coll Nr: 1290841	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

6.2 REPORT AND RECOMMENDATIONS TO COUNCIL FROM THE AUDIT COMMITTEE: QUARTERLY MEETING HELD ON 28 FEBRUARY 2018
VERSLAG EN AANBEVELINGS AAN DIE RAAD VAN DIE OUDITKOMITEE: KWARTAALLIKSE VERGADERING VAN 28 FEBRUARIE 2018
INGXELO KUNYE NEZINDULULO KWIBHUNGA EZIVELA KWINTLANGANISO YEKOTA YEKOMITI YOPHICHOHO ZINCWADI EYAYIBANJIWE NGOMHLA WE 28 FEBUWARI 2018

RECOMMENDED that

Council accepts the following recommendations of the Audit Committee:-

1. Internal Audit
 - 1.1 The organisational structure of Internal Audit remains adequate and independent;
 - 1.2 Internal Audit reports submitted to the Audit Committee were noted and the Internal Audit reports for the quarter under review were completed as planned;



MINUTES: MAYORAL COMMITTEE
18 APRIL 2018

- 1.3 The quarterly assessment of performance information was carried out by Internal Audit. The completeness and accuracy of the portfolios of evidence continues to improve towards consistent achievement of clearly defined organisational and individual performance outcomes; and
- 1.4 Management is again advised to act timeously on the recommendations made by Internal Audit in their reports.

2. General

- 2.1 Water consumption by indigent consumers is still being monitored by management;
- 2.2 The conflict of accountability in respect of outstanding municipal accounts at Saron and Gouda remains a concern despite Council and management efforts to resolve the matter; and
- 2.3 Asset management as reported by the internal and external auditors remain a risk area. Management has confirmed that this matter is being addressed.

Meeting: Mayco – 18/04/2018		Submitted by Department: Internal Audit	
Ref No: 3/3/1/3/9/1		Author/s: R Jaftha	
Coll No: 1290941		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

7. PLANNING AND ECONOMIC DEVELOPMENT

7.1 VPUU: URBAN GARDENING PROJECT
VPUU: STEDELIKE TUINMAAK PROJEK
VPUU: IPROJEKTI YENTSIMI EDOLOPHINI

RESOLVED that

The item be referred back and reference be made to other similar successful projects implemented and the proposed Memorandum of Understanding also be submitted.

Meeting: Mayco – 18/04/2018		Submitted by Department: Planning and Development	
Ref No: 17/19/5/1		Author/s: C Phillips	
Coll No: 1265533		Referred from: Plan & Dev - 04/04/2018	
<u>PAR:</u>	<u>ACTION:</u> Re-submit item	<u>RESPONSIBLE DEPARTMENT:</u> ED: Planning and Development	<u>DUE DATE:</u>

DRAKENSTEIN MUNICIPALITY

6

MINUTES: MAYORAL COMMITTEE
18 APRIL 2018

7.2 PROPOSED DRAKENSTEIN MUNICIPALITY RESILIENCE CONDITIONS OF APPROVAL: REPORT: MARCH 2018
VOORGESTELDE DRAKENSTEIN MUNISIPALITEIT VEERKRAGTIGHEID GOEDKEURINGS-VOORWAARDES: VERSLAG: MAART 2018
ISINDULULO SEMEKO KOKUQINISEKISWA KOKOMELELA KWAKHONA KOMASIPALA WASE DRAKENSTEIN: INGXELO: MATSHI 2018

RESOLVED that

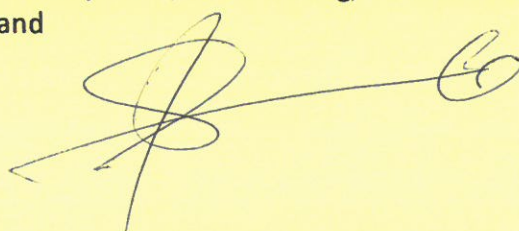
The item be referred back for a workshop to be held with all relevant role-players to discuss the way forward.

Meeting: Mayco - 18/04/2018	Submitted by Department: Planning and Development		
Ref No: 15/1	Author/s: J Meyer		
Coll No: 1293215	Referred from: Plan & Dev - 04/04/2018		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
	Re-submit Item	ED: Planning and Development	

7.3 MUNICIPAL CLIMATE CHANGE PARTNERSHIP WITH NEUMARKT MUNICIPALITY: INVITATION TO RENEW THE JOINT PROGRAMME OF ACTION, GERMANY FROM 22 TO 28 JULY 2018
MUNISIPALE KLIMAAT VERANDERING VENNOOTSKAP MET NEUMARKT MUNISIPALITEIT: UITNODIGING OM DIE GEMEENSKAPSPROGRAM VAN AKSIE TE HERNU, DUITSLAND VAN 22 TOT 28 JULIE 2018
UKUDIBANA KWEMEKO YOKUQUKO LWEMEYEZULU YOMASIPALA KUNYE NOMASIPALA NEUMARKT: ISIMEMO SOKUHLAZIYA KWENKQUBO EDIBENEYO E GERMANY UKUSUKELA NGE 22 UKUYA KWI 28 JULAYI 2018

RESOLVED that

1. The invitation to Drakenstein Municipality to attend and participate in the assessment of the status of the current Joint Programme of Action regarding the Municipal Climate Change Partnership and to enter into negotiations to extend the partnership and funding arrangements for a further period of at least three years, be noted;
2. The Executive Mayor, Clr C Poole, the MMC for Human Settlements and Property Management, Clr L Willemse, and the Executive Director: Planning and Development, Ms L Waring, be mandated to represent Drakenstein Municipality; and



DRAKENSTEIN MUNICIPALITY

7

**MINUTES: MAYORAL COMMITTEE
18 APRIL 2018**

3. It be noted that travel and accommodation costs will be sponsored by Engagement Global.

Meeting: Mayco - 18/04/2018	Submitted by Department: Planning & Development
Ref No: 5/13/1/1	Author/s: L Waring
Coll No: 1293408	Referred from: Plan & Dev 04/04/2018
PAR:	ACTION:
1-3	Implement decision
	RESPONSIBLE DEPARTMENT:
	ED: Planning and Development
	DUE DATE:

7.4 ALLOCATION OF INFORMAL TRADING STRUCTURES
TOEKENNING VAN INFORMELE HANDELSTRUKTURE
UNIKEZELO LWEZAKHIWO ZOKUSHISHINA EZINGEKHOMTHETHWENI

RESOLVED that

1. The following applicants for lease, subject to concluding a lease agreement, be approved:-

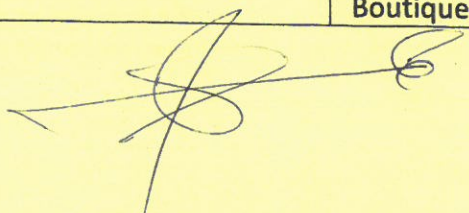
1.1 Van der Poels Square

The existing traders at Van der Poels Square be approved and that the two (2) vacant spaces be re-advertised:

Applicant	Type of Product	Existing Trader (Y/N)
1. Johnathan Hoffman	Arts and Crafts	Y
2. Noxolo Lupoko	Arts and Crafts	Y
3. Daniel Hadiwamwe	Wooden Furniture	Y
4. Munyoro Wirimayi	Wooden Furniture	Y
5. Andrew Meyer	Flowers and Plants	Y
6. Yusuf Moerat	Fruits and Vegetables	Y

1.2 Wamkelekile Business Hive: Closed units:

Applicant	Type of Product	Existing Trader (Y/N)
1. Thozama Hazel Matja	Hair and Beauty Salon	N
2. Gladys Maseng	Traditional Clothing Boutique	N



**MINUTES: MAYORAL COMMITTEE
18 APRIL 2018**

Wamkelekile Business Hive: Open plan units:

Applicant	Type of Product	Existing Trader (Y/N)
1. Sonia Pops	Fish	N
2. Mzuvukile Sibula	Clothing	N
3. Beauty Ncube	Socks, Ties, etc	N
4. Bonga Nqalo	Fruit and Vegetables	N

Mr Tsolo was not considered due to the nature of his business being potentially dangerous.

1.3 Mphakalasi Business Hive:

Applicant	Type of Product or Service	Existing Trader (Y/N)
1. Thuleka Casa	Nail and Beauty Salon	Y

1.4 New Street, Paarl CBD:

Applicant	Type of Product or Service	Existing Trader (Y/N)
1. Nomlinganiso Fall	Food	Y
2. Momboxolo Mini	Food	Y
3. Thandiswa Mkosana	Clothing	Y
4. Nokulunga Ntsinde	Novelties	Y
5. Feziwe Cetywayo	Jewellery	Y
6. Gerrit Anthony van Rooyen	Fruit and Vegetables	Y
7. Shiehaam Benjamin	Take-away Foods	Y
8. Abdullah Omar Olad	Clothing	Y
9. Gert Kock	Herbs	Y
10. Rushnieya Hermanus	Hampers	Y
11. Fasiada Anderson	Fruit and Vegetables	Y
12. Nomfazane Sylvia Buti	Clothes	Y
13. Natacha Moubou-Bassila	Cosmetics	Y
14. Alfred Sims	Vegetables	Y
15. Matthews Sybok	Take-away Foods	Y
16. Sabelo Lumkwana	Clothes	Y
17. Fadumo Osman Mohadi	Clothes	Y
18. Julian Jacobs	Take-away Foods	Y
19. Anelisiwe Mbenene	Take-away Foods	Y
20. Nomadithini Jongile	Ladies Clothes	Y

MINUTES: MAYORAL COMMITTEE
18 APRIL 2018

The remaining vacant space will be re-advertised.

Meeting: Mayco - 18/04/2018	Submitted by Department: Planning & Development
Ref No: 3/P	Author/s: C Phillips
Coll No: 1293431	Referred from: Plan & Dev - 04/04/2018
PAR:	ACTION:
	Implement decision
	RESPONSIBLE DEPARTMENT:
	ED: Planning and Development
	DUE DATE:

7.5 WESGRO PARTNERSHIP AGREEMENT
WESGRO VENNOOTSKAP OORENKOMS
SIVUMELWANO LOLWAHLULOLWANE NE WESGRO

RESOLVED that

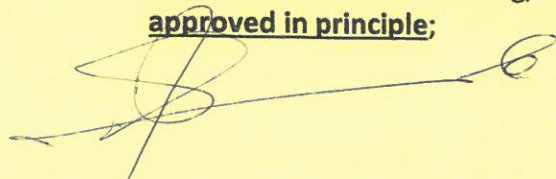
1. The promotion of tourism, trade and investment agreement to the value of R350 000 from the 2018/2019 budget be approved;
2. The draft Memorandum of Agreement be approved; and
3. WESGRO be informed that no future funding beyond the 2018/2019 financial years is guaranteed.

Meeting: Mayco - 18/04/2018	Submitted by Department: Planning & Development
Ref No: 1/9	Author/s: W Hendricks
Coll No: 1293464	Referred from: Plan & Dev - 04/04/2018
PAR:	ACTION:
1-3	Implement decision
	RESPONSIBLE DEPARTMENT:
	ED: Planning and Development
	DUE DATE:

7.6 INTRODUCTION OF DRAFT AMENDMENTS TO THE DRAKENSTEIN BY-LAW ON MUNICIPAL LAND USE PLANNING, 2015
BEKENDSTELLING VAN DIE KONSEP WYSIGINGS AAN DIE DRAKENSTEIN VERORDENING OP MUNISIPALE GRONDGEBRUIKBEPLANNING, 2015
UKWAZISA KWESILUNGISELELO LOYILO LOMGAQO NKQUBO WASE DRAKENSTEIN KWI MUNICIPAL LAND USE PLANNING, 2015

RECOMMENDED that

1. In terms of section 156(2) of the Constitution of the Republic of South Africa, 1996, read together with section 11(3)(m) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000), the draft amendments to the Drakenstein By-law on Municipal Land Use Planning, 2015 (Annexure A to the departmental report), be **approved in principle**;



DRAKENSTEIN MUNICIPALITY

10

MINUTES: MAYORAL COMMITTEE
18 APRIL 2018

2. The draft amendments to the Drakenstein By-law on Municipal Land Use Planning, 2015 (Annexure A to the departmental report), be published for public representation in terms of section 12(3)(b) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000); and
3. The draft amendments to the Drakenstein By-law on Municipal Land Use Planning, 2015 (Annexure A to the departmental report), together with any representation received during the period for representation, be submitted to Council for consideration, after the public comment period.

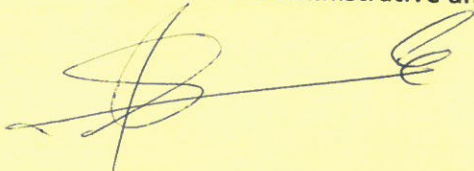
Meeting: Mayco - 18/04/2018	Submitted by Department: Planning & Development		
Ref No: 1/5/2/24	Author/s: C Phillips		
Coll No: 1293632	Referred from: Plan & Dev - 04/04/2018		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

8. CORPORATE SERVICES

8.1 RENEWAL OF LEASE AGREEMENT – LOLLYPOP EDUCARE CENTRE, PORTION OF ERF 5810, COODE STREET, WELLINGTON
HERNUWING VAN HUUROOREENKOMS – LOLLYPOP EDUCARE SENTRUM, GEDELTE VAN ERF 5810, COODESTRAAT, WELLINGTON
UKUHLAZIWA KWESIVUMELWANO ZOKUQESHISA – LOLLYPOP EDUCARE CENTRE ICEBA LESIZA 5810 COODE STREET E WELLINGTON

RECOMMENDED that

1. In terms of Regulation 34 of the Municipal Asset Transfer Regulations, ***final 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 that:-
 - 1.1 The property be leased at a subsidized rental of R374.47 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; and
 - 1.4 All administrative and legal requirements be adhered to.



11

DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
18 APRIL 2018

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 has been advertised for objections and offers to lease by other interested parties and none were received.

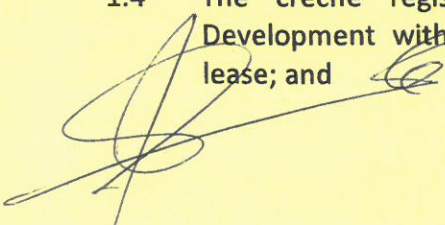
Meeting: Mayco - 18/04/2018	Submitted by Department: Corporate Services		
Ref No: 15/4/1 (S010)W	Author/s: N Williams		
Coll No: 1273915	Referred from: Corp Serv Port - 03/04/2018		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

8.2 PROPOSED LEASE OF MUNICIPAL PROPERTY SITUATED ON A PORTION OF ERF 1297, GENERAAL HERTZOG AVENUE, WELLINGTON TO CURIOUS MONKEYS PLAY SCHOOL AND AFTERCARE

VOORGESTELDE VERHURING VAN 'N GEDEELTE VAN ERF 1297, GENERAAL HERTZOGLAAN, WELLINGTON AAN CURIOUS MONKEYS PLAYSCHOOL AND AFTERCARE

ISINDULULO SOKUPHEPHELA KWEPROPATI KAMASIPALA EKWICEBA LESIZA 1297 GENERAL HERTZOG AVENUE E WELLINGTON KWI CURIOUS MONKEYS PLAY SCHOOL AND AFTERCARE

RECOMMENDED that

1. In terms of Regulation 34 of the Municipal Asset Transfer Regulations, ***final approval*** be granted for the lease of the property situated on a portion of Erf 1297, Generaal Hertzog Avenue, Wellington to Curious Monkeys Aftercare and Playschool, subject to the standard lease conditions as well as the following further conditions:-
 - 1.1 The property be leased at a market related rental of R3120.00 per month (VAT excluded, 8% per annum included);
 - 1.2 The lease endures for a period of two 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; and
- 

**MINUTES: MAYORAL COMMITTEE
18 APRIL 2018**

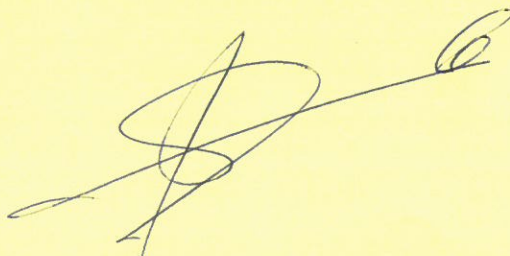
1.5 All administrative and legal requirements be adhered to.

Meeting: Mayco – 18/04/2018	Submitted by Department: Corporate Services
Ref No: 15/4/1 (1297) W	Author/s: N Williams
Cell No: 1273879	Referred from: Corp Serv Port - 03/04/2018
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:

8.3 LEASE OF MUNICIPAL PROPERTY TO THE UNIVERSITY OF CAPE TOWN – ROOM A, PORTION OF ERF 2689, MATHAKATHA STREET, MBEKWENI
VERHURING VAN MUNISIPALE EIENDOM AAN DIE UNIVERSITEIT VAN KAAPSTAD – KAMER A, GEDEELTE VAN ERF 2689, MATHAKATHASTRAAT, MBEKWENI
UKUQESHISWA KWEPROPATI KAMASIPALA KWIDYUNIVESITI YASE KAPA – IGUMBI A ECEBA KWISIZA 2689 MATHAKATHA STREET E MBEKWENI

RECOMMENDED that

1. In terms of Regulation 34 of the Municipal Asset Transfer Regulations **final approval** be granted for the lease of Room A, situated on a portion of Erf 2689, Mathakatha Street, Mbekweni ($\pm 72,7\text{m}^2$) to the University of Cape Town, subject to the normal lease conditions as well as the following further conditions:-
 - 1.1 The property be leased at a subsidized rental of 10% of the market value which is R196.67 per month (VAT excluded, 8 % annual escalation included);
 - 1.2 The lease endures for a period of three (3) 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; and
 - 1.5 The subject property only be used for health and research purposes and for no other purpose.



DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
18 APRIL 2018

2. Room A not be put on formal public 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.

Meeting: Mayco – 18/04/2018	Submitted by Department: Corporate Services
Ref No: 15/4/1 (2689) M	Author/s: N Williams
Coll No: 1273747	Referred from: Corp Serv Port - 03/04/2018
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

8.4 PROPOSED ALIENATION OF ERF 2651, C/O BEETS AND VALLEI STREETS, WELLINGTON (KNOWN AS THE OLD NEWTON CLINIC) FOR CHURCH/SOCIAL WELFARE PURPOSES VIA CALL FOR APPLICATIONS

VOORGESTELDE VERVREEMDING VAN ERF 2651, H/V BEETS- EN VALLEISTRATE, WELLINGTON (BEKEND AS DIE OU NEWTON KLINIEK) VIR KERK/ GEMEENSKAPSDOELEINDES DEUR MIDDEL VAN VERSOEK VIR AANSOEKE

ISINDULULO SOKUPHEPHELA KWESIZA 2651 KWI KONA YE BEETS NE VALLEI STREET E WELLINGTON (EYAZIWA NJENGE PLD NEWTON CLINIC) KUSENZELWA ICawe/ INTLALONTLE NGOKUBIZA IZICELO

RESOLVED that

The item be referred back for further consultation with the ward councillor.

Meeting: Mayco – 18/04/2018	Submitted by Department: Corporate Services
Ref No: 15/4/1 (2651) W	Author/s: F Williams
Coll Nr: 1281766	Referred from: Corp Serv Port 03/04/2018
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

8.5 RENEWAL OF LEASE AGREEMENT: BKB LIVESTOCK & PROPERTIES – PORTION OF ERF 585, GOUDA

HERNUWING VAN HUUROOREENKOMS: BKB VEE & EIENDOMME – GEDELTE VAN ERF 585, GOUDA

UKUHLAZIWA KWESIVUMELWANO SOKUQESHISA: BKB LIVESTOCK & PROPERTIES – ICEBA LESIZA 585 E GOUDA

RECOMMENDED that

1. In terms of Regulation 34 of the Municipal Asset Transfer Regulations, final 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:-



14
DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
18 APRIL 2018

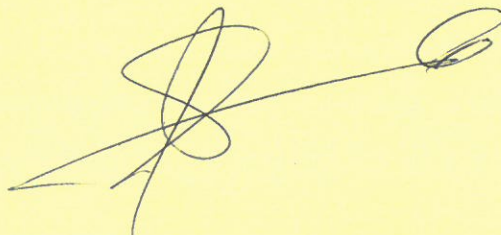
- 1.1 The property be leased at a market related rental of R4 861.80 per month (VAT excluded, including 8% escalation per annum);
 - 1.2 The lease endures for a period of 3 years, after which the renewal thereof may be considered by Council;
 - 1.3 The property may only be used as a livestock auction facility;
 - 1.4 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 The applicant be responsible for the payment of all municipal services; and
 - 1.6 All administrative and legal requirements be adhered to; and
2. 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 has been followed in terms of which any interested party may apply for the land, and no objections/counter offers have been received.

Meeting: Mayco – 18/04/2018	Submitted by Department: Corporate Services		
Ref No: 15/4/1 (585) Gouda	Author/s: F Williams		
Coll No: 1273942	Referred from: Corp Serv Port - 03/04/2018		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

8.6 ADOPTION OF DRAFT BY-LAW RELATING TO THE TRANSFER OF MUNICIPAL CAPITAL ASSETS
AANVAARDING VAN KONSEP VERORDENING INSAKE DIE OORDRAG VAN MUNISIPALE KAPITALE BATES
UKUMILISELWA KOMGAQO NKQUBO ODIBENE NE TRANSFER OF MUNICIPAL CAPITAL ASSETS

RECOMMENDED that

1. The draft By-Law (attached to the departmental report) relating to the Transfer of Municipal Capital Assets, be adopted in principle; and



DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
18 APRIL 2018

2. The draft by-law be advertised in the press for public comments.

Meeting: Mayco – 18/04/2018	Submitted by Directorate: Corporate Services
Ref No: 1/5	Author/s: AV Marais
Coll No: 1287218	Referred from: Corp Serv Port - 03/04/2018
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:

8.7 APPOINTMENT OF MUNICIPAL ELECTORAL OFFICER**AANSTELLING VAN MUNISIPALE VERKIESINGSBEAMPTE****UKUQESHWA KWEGOSA LONYULO LUKAMASIPALA****RECOMMENDED that**

- Council recommend to the Independent Electoral Commission (IEC) to replace Mr J Rhoda by the City Manager, Dr J H Leibbrandt, as Municipal Electoral Officer (MEO) for Drakenstein Municipality; and
- The Provincial Electoral Officer and the IEC be informed accordingly.

Meeting: Mayco – 18/04/2018	Submitted by Department: Corporate Services
Ref No: 1/1	Author/s: AV Marais
Coll Nr: 1287218	Referred from: Corp Serv Port 03/04/2018
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:

8.8 PROPOSED LONG TERM LEASE OF A PORTION OF THE REMAINDER OF ERF 5058 PAARL TO NEXUSAG (PTY) LTD IN ORDER TO REGULARISE AN ENCROACHMENT**VOORGESTELDE OORSKRYDING EN LANGTERMYN VERHURING VAN 'N GEDEELTE VAN DIE RESTANT ERF 5058 PAARL AAN NEXUSAG (EDMS) BPK OM 'N OORSKRYDING TE REGULARISEER****ISINDULULO SOKUQESHISA SEXESHA ELIDE ICEBA LENTSALELA YE 5058 E PAARL KWI NEXUSAG (PTY) LTD KUKWAZI KULAWULWE UKUDIBANA****RECOMMENDED that**

- In terms of Regulation 34 of the Municipal Asset Transfer Regulations, **approval in principle** be granted for the lease of a portion of Remainder Erf 5058 Paarl, measuring $\pm 3\,687\text{m}^2$, to Nexusag (Pty) Ltd, 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 and an independent valuation will be obtained from an independent valuer;

DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE

18 APRIL 2018

-
- 1.2 The proposed transaction be advertised for objections and counter-offers;
- 1.3 The lease will endure for a period of 5 years, after which the renewal thereof may be considered by Council;
- 1.4 The property may only be used for vehicular movement and parking purposes;
- 1.5 The lease be subject to a notice period of 3 months should the property be required by the municipality for municipal or development purposes;
- 1.6 The applicant be responsible for the payment of all municipal services;
- 1.7 The temporary closure of the subject property is also approved and such closure must be advertised together with the proposed lease of the subject property;
- 1.8 The municipality must have access to all municipal services situated on the subject property;
- 1.9 All administrative and legal requirements be adhered to; and
- 1.10 Access to all municipal services must at all times be possible.
2. A competitive process for the lease of the subject property not be followed due to the fact that the subject property is located between the Berg River and Erf 19134, Paarl, the latter property being that of the applicant. The subject property therefore only lends itself to be utilised by the adjacent landowner.

Meeting:	Corporate Portfolio – 18/04/2018	Submitted by Department:	Corporate Services
Ref No:	15/4/1(5058)P	Author/s:	F Williams
Coll No:	1289940	Referred from:	Corp Serv Port - 03/04/2018
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



**MINUTES: MAYORAL COMMITTEE
18 APRIL 2018**

8.9 PROPOSED ALIENATION OF A PORTION OF ERF 2385, MBEKWENI TO ADJACENT LANDOWNER OF ERF 2384 MBEKWENI (MR GWANYA)
VOORGESTELDE VERVREEMDING VAN 'N GEDEELTE VAN ERF 2385, MBEKWENI AAN AANGRESENDE EIENAAR VAN ERF 2384 MBEKWENI (MNR GWANYA)
ISINDULULO SOPHEPHELO LWECEBA LESIZA 2385 E MBEKWENI EKUFUTSHANE NOMNINI WOMHLABA KWISIZA 2384 E MBEKWENI (MNU GWANYA)

RECOMMENDED that

1. In terms of Section 14 of the MFMA approval in principle be granted for the alienation of a portion of Erf 2385, Nozala Street, Mbekweni measuring approximately 60m² in extent to the adjacent landowner of Erf 2384 Mbekweni (Mr Gwanya) subject to the following conditions:-
 - 1.1 The subject property be sold at a market related selling price, to be determined by an independent valuer;
 - 1.2 The proposed transaction be advertised in the press for objections/ counter offers and thereafter be submitted to Council for final consideration of the application. The subdivision and consolidation be advertised simultaneously with the proposed transaction for the alienation of the subject property for objections and counter offers;
 - 1.3 All surrounding property landowners be notified in writing of the proposed sale; and
 - 1.4 The transaction be subject to the technical conditions as set out in Annexure D to the departmental report.

2. Should the owner of Erf 2386 Mbekweni be interested in acquiring a portion of Erf 2385 Mbekweni, the same terms and conditions be applicable, subject to submission of the necessary application to purchase, provided that adequate space is retained for a thoroughfare to the pedestrian passage.

3. A competitive bidding process for the sale of the portion of land not be followed since this portion can only be used by the adjacent landowners (being owners of Erven 2384 and 2386, Mbekweni).

Meeting: Mayco – 18/04/2018	Submitted by Department: Corporate Services		
Ref No: 15/4/1	Author/s: N October		
Coll No: 1280824	Referred from: Corp Serv Port - 03/04/2018		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE

18 APRIL 2018

8.10 ADOPTION OF AMENDED RULES OF ORDER FOR THE SPECIAL COMMITTEE DEALING WITH TRANSGRESSIONS IN TERMS OF THE CODE OF CONDUCT FOR COUNCILLORS
AANVAARDING VAN GEWYSIGDE ORDEREËLS VIR DIE SPESIALE KOMITEE WAT HANDEL MET OORTREDINGE VAN DIE GEDRAGSKODE VIR RAADSLEDE
UKUMILISELWA KOKULUNGISWA KWENKQUBO YWKOMITI EYODWA YOKUQUBISWA NOKOPHULWA KOMTHETHO NJENGOKO KUBEKIWE KUNGAQO QOKUZIPHATHA KOOCEBA

RECOMMENDED that

The revised Rules and Uniform Standing Procedures Regulating the Conduct of Meetings and Hearings of the Special Committee Established in terms of the Code of Conduct for Councillors, be adopted.

Meeting: Mayco – 18/04/2018	Submitted by Department: Corporate Services
Ref No: 3/3/1/3/7	Author/s: AV Marais
Coll No: 1294973	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

9. HUMAN SETTLEMENTS AND PROPERTY MANAGEMENT

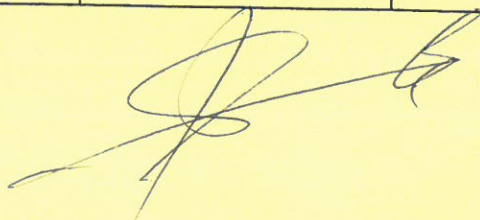
9.1 TRANSFER OF OWNERSHIP OF BLOMMEDAL RENTAL UNITS
OORDRAG VAN EIENAARSKAP VAN DIE BLOMMEDAL HUUREENHEDE
UKUGUQULWA KOBUNINI BEZINDLU ZOKURENTA ZASE BLOMMEDAL

The Mayor requested the department to accelerate the process of ownership, where possible.

RESOLVED that

1. The progress made with regards to the process of transferring ownership of Blommedal Rental Units to the respective tenants, be noted; and
2. The issues delaying the process of transferring ownership to the tenants, be noted.

Meeting: Mayco – 18/04/2018	Submitted by Department: Planning and Development
Ref No: 17/5/1	Author/s: F Rhoda
Coll No: 1283040	Referred from: Plan & Dev - 04/04/2018
<u>PAR:</u>	<u>ACTION:</u>
1-2	Implement decision
	<u>RESPONSIBLE DEPARTMENT:</u>
	ED: Planning and Development
	<u>DUE DATE:</u>



DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE

18 APRIL 2018**9.2 DRAKENSTEIN MUNICIPAL HOUSING BUSINESS PLAN-PIPELINE: REVISED ALLOCATION LETTER****DRAKENSTEIN MUNISIPALE BEHUISINGSBESIGHEIDSPYPLAN: GEWYSIGDE TOEKENNINGSBRIEF****I DRAKENSTEIN MUNICIPAL HOUSING BUSINESS PLAN-PIPELINE: UKUHLOLWA KWENCWADI YONIKEZELO****RESOLVED that**

The revised allocation be noted.

Meeting: Mayco – 18/04/2018 Ref No: 17/5/3/1 Coll No: 1293717	Submitted by Department: Planning and Development Author/s: F Rhoda Referred from: Plan & Dev - 04/04/2018		
PAR:	ACTION: Implement decision	RESPONSIBLE DEPARTMENT: ED: Planning and Development	DUE DATE:

9.3 DRAFT DRAKENSTEIN TEMPORARY HOUSING ASSISTANCE POLICY: REQUEST FOR PUBLIC PARTICIPATION**KONSEP DRAKENSTEIN TYDELIKE BEHUISINGSONDERSTEUNINGSBELEID: VERSOEK VIR PUBLIEKE DEELNAME****UYILO LOMGAQO NKQUBO WE DRAKENSTEIN TEMPORARY HOUSING ASSISTANCE: ISICELO SOKUTHABATHA INXAXEBA YOLUNTU****RESOLVED that**

The draft temporary Housing Assistance Policy be advertised for public comment.

Meeting: Mayco – 18/04/2018 Ref No: 17/5/3/1 Coll No: 1293729	Submitted by Department: Planning and Development Author/s: F Rhoda Referred from: Plan & Dev - 04/04/2018		
PAR:	ACTION: Implement decision	RESPONSIBLE DEPARTMENT: ED: Planning and Development	DUE DATE:



MINUTES: MAYORAL COMMITTEE
18 APRIL 2018

10. PUBLIC SAFETY

10.1 BY-LAW LIQUOR TRADING DAYS AND HOURS - APPROVAL OF COMMENTS TO BE FORWARDED TO THE WESTERN CAPE LIQUOR AUTHORITY
VERORDENING: DRANKHANDELSDAE EN URE - GOEDKEURING VAN KOMMENTAAR VIR INDIENING BY DIE WES-KAAPSE DRANKRAAD
UMGAQO NKQUBO WENTSUKU NE NAMAXESHA OKUTHENGISWA KOTYWALA - UKWAMKELWA KWEZIMVO EZIYAKUGQITHISWA KWI WESTERN CAPE LIQUOR AUTHORITY

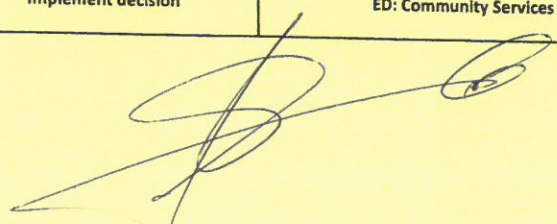
RESOLVED that

1. The comments received from the Department Planning and Development (Land Use), Ward Councillor and SAPS of applications received as reflected in Schedule 1 **be supported** and forwarded to the Western Cape Liquor Authority:-
 - 1.1 Ebulathi (The Kraal): Application for the sale of liquor on the premises where liquor is sold. Application be supported.

2. The application as per the comments of the Department Planning and Development as stated in Schedule 1 **not be supported**:-
 - 2.1 Pearl Rock Terrace: Application for the sale of liquor on the premises where liquor is sold. Application not be supported.

3. The comments forwarded to the Western Cape Liquor Authority for temporary liquor licenses for the following special events as stated in Schedule 2, be noted:-
 - 3.1 Love and Light Nelson Wine Estate, 03 March 2018;
 - 3.2 Paarl Ommiberg Festival - Boland Kelder 2018, 03 March 2018;
 - 3.3 Paarl Boys High 150 Year celebration, 02 March 2018;
 - 3.4 XTN Fig Festival 2018, 17 and 18 March 2018;
 - 3.5 Klub Klein Gim 2018, 09 March 2018; and
 - 3.6 Pinotage and Biltong Festival - Perdeberg, 14 and 15 April 2018.

Meeting: Mayco - 18/04/2018		Submitted by Department: Community Services	
Ref No: 1/5/2/17		Author/s: A Booysen	
Coll No: 1292620		Referred from: Community Serv Portf - 04/04/2018	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
1-3	Implement decision	ED: Community Services	



**MINUTES: MAYORAL COMMITTEE
18 APRIL 2018**

11. FINANCIAL SERVICES

11.1 WRITING-OFF OF IRRECOVERABLE DEBTORS REPORT: MARCH 2018
AFSKRYF VAN ONINBARE DEBITEURE VERSLAG: MAART 2018
UKUCINYWA KWAMATYALA ANGAHLAWULWAYO - KWINYANGA KA MATSHI 2018

RESOLVED that

1. Irrecoverable debt to the amount of R1,156,214.03 written-off in terms of Council's Writing-Off of Irrecoverable Debt Policy for the month of March 2018, be noted; and
2. The amount of R 34,523,593.83 written-off for the first nine (9) months of the 2017/2018 financial year, be noted.

Meeting: Mayco – 18/04/2018	Submitted by Department: Financial Services
Ref No: 5/15/1	Author/s: A Abrahams
Coll Nr: 1296563	Referred from:
PAR:	ACTION:
	Implement decision
RESPONSIBLE DEPARTMENT:	DUE DATE:
CFO	

11.2 INDIGENT HOUSEHOLDS' STATISTICS REPORT AS AT 31 MARCH 2018
DEURNIS HUISHOUDELIKE VERSLAG SOOS OP 31 MAART 2018
INGXELO YOLUHLU LWEZINDLU EZINGAMAPHLWEMPU NGOBUNJALO NGOMHLA WE 31 MATSHI 2018

RESOLVED that

the report be noted.

Meeting: Mayco – 18/04/2018	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll Nr: 1296670	Referred from:
PAR:	ACTION:
RESPONSIBLE DEPARTMENT:	DUE DATE:



MINUTES: MAYORAL COMMITTEE
18 APRIL 2018

11.3 DRAKENSTEIN'S OUTSTANDING DEBTORS REPORT AS AT 31 MARCH 2018
DRAKENSTEIN SE UITSTAANDE SKULDVERSLAG SOOS OP 31 MAART 2018
NGXELO YAMATYALA ASE DRAKENSTEIN NGOBUNJALO NGOMHLA WE 31 MATSHI 2018

RESOLVED that

the report be noted.

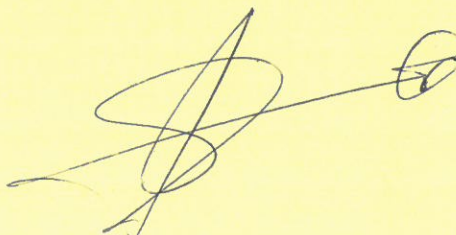
Meeting: Mayco - 18/04/2018	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll Nr: 1296677	Referred from:
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:

11.4 DRAKENSTEIN OUTSTANDING COUNCIL PROPERTY LEASE REPORT AS AT 28 MARCH 2018
DRAKENSTEIN UITSTAANDE RAADSEIENDOM HUURVERSLAG SOOS OP 28 MAART 2018
INGXELO YAMATYALA ASE DRAKENSTEIN NGOBUNJALO NGOMHLA WE 28 MATSHI 2018

RESOLVED that

the report be noted.

Meeting: Mayco - 18/04/2018	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll Nr: 1296881	Referred from:
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:

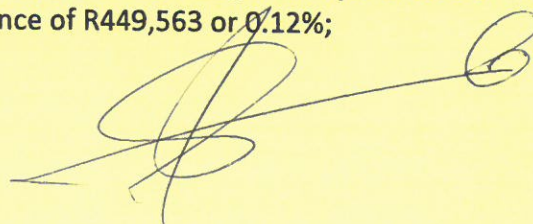


MINUTES: MAYORAL COMMITTEE
18 APRIL 2018

11.5 MUNICIPAL FINANCE MANAGEMENT ACT: SECTION 71 AND 52 MONTHLY AND QUARTERLY BUDGET MONITORING REPORT FOR MARCH 2018
MUNISIPALE FINANSIËLE BESTUUR: ARTIKEL 71 EN 52 MAANDELIKSE EN KWARTAALLIKSE BEGROTING VERSLAGDOENING VIR MAART 2018
UMTHETHO WOKULAWULWA KWEMALI ZIKAMASIPALA: ICANDELO 71 NGOKWEKOTA KUNYE NECANDELO 52 NGENYANGA INGXELO YOKONGAMELA KOHLAHLA LWABIWO MALI YENYANGA KA MATSHI 2018

RECOMMENDED that

1. It be noted that the variance between the actual operating revenue (R1,581,732,367) and the pro rata budgeted operating revenue (R1,581,627,550) has a positive variance of R104,817 or 0.01%;
2. It be noted that the variance between the actual operating expenditure (R1,312,697,414) and the pro rata budgeted operating expenditure (R1,316,059,839) has a positive variance of R3,362,426 or 0.26%;
3. It be noted that the actual capital expenditure of R406,025,877 and the pro rata budgeted capital expenditure of R422,530,480 realised underspending of R16,504,603 or 3.91%;
4. It be noted that the actual capital expenditure of R406,025,877 represents 51.51% of the total capital budget of R788,226,581 after nine months of the financial year;
5. It be noted that the actual and committed capital expenditure of R673,738,948 compared with the capital expenditure budget of R788,226,581 represent a spending percentage of 85.48% after nine months of the financial year;
6. It be noted that external borrowings amounted to R1,345,349,326 as at 31 March 2018 and that it represents 67.92% of Drakenstein's total budgeted operating revenue of R1,980,824,421 for the 2017/2018 financial year;
7. It be noted that unspent conditional and unconditional grants amounted to R155,410,870 at the end of March 2018;
8. It be noted that the actual employee related cost expenditure of R386,054,802 compared with the pro rata budgeted expenditure of R385,605,239 relates to a negative variance of R449,563 or 0.12%;



**MINUTES: MAYORAL COMMITTEE
18 APRIL 2018**

9. It be noted that total outstanding debtors as at 31 March 2018 amounted to R341,760,108 and that 30 days and older debt constitutes 62.9% of total outstanding debtors;
10. It be noted that domestic consumers owe the municipality R237,747,104 or 69.6% of the municipality's total debtor's book;
11. It be noted that outstanding creditors amounted to R2,117,290 as at 31 March 2018;
12. It be noted that the primary bank account had a positive bank balance at 31 March 2018 which amounted to R95,402,192; and
13. It be noted that total investments in cash and shares amounted to R219,157,453 as at 31 March 2018 at the five local banks and Eskom.

Meeting: Mayco – 18/04/2018 Ref No: 9/1/1/4 Coll No: 1296375 x 1295902		Submitted by Department: Financial Services Author/s: A Viola Referred from:	
PAR: 1-13	ACTION: Implement decision	RESPONSIBLE DEPARTMENT: CFO	DUE DATE:

11.6 NOTIFICATION OF MONTHLY TENDER AWARDS: MARCH 2018

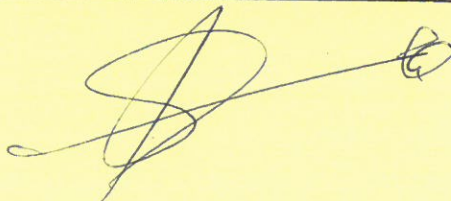
TENDERTOEKENNINGS VIR MAART 2018

ISAZISO SONIKEZELO LWETHENDA: MATSHI 2018

RECOMMENDED that

1. The awards above R200,000 that were adjudicated by the Bid Adjudication Committee and the City Manager for the month of March 2018, **be noted**; and
2. The tenders and/or contracts and the reasons for the awards as recorded by the Accounting Officer as attached to the departmental report, **be noted**.

Meeting: Mayco – 18/04/2018 Ref No: 8/1/2/1 x 9/1/1/5 Coll No: 1295941		Submitted by Department: Financial Services Author/s: H Vergotine Referred from:	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:



MINUTES: MAYORAL COMMITTEE
18 APRIL 2018

11.7 REPORT ON DEVIATIONS AND RATIFICATION OF MINOR BREACHES FROM THE PROCUREMENT PROCESSES: MARCH 2018
VERSLAG VAN AFWYKINGS EN RATIFIKASIE VAN GERINGE OORTREDINGE VAN DIE VERKRYGINGSPROSESSE: MAART 2018
INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA KWINKQUBO ZOKUFUMANA: MATSHI 2018

RECOMMENDED that

1. In terms of paragraph 36(2) of the SCM Policy, the deviations and the reasons for the deviations for the amount of R25,218,384 for March 2018 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 R52,564,490 for the financial year in the notes to the 2017/2018 annual financial statements as required by legislation.

Meeting: Mayco – 18/04/2018	Submitted by Department: Financial Services
Ref No: 9/1/1/5	Author/s: H Vergotine
Coll Nr: 1295936	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

12. URGENT MATTERS

None.

13. CONFIDENTIAL MINUTES

13.1 MUNICIPAL EMPLOYEES OUTSTANDING DEBT REPORT AS AT 31 MARCH 2018

See Confidential Minutes.

The meeting ended at 10:50.

CHAIRPERSON:

DATE:

Confirmed on with/without amendments.
 PJ/rs


DRAKENSTEIN

MUNISIPALITEIT • MUNICIPALITY • UMASIPALA

Paarl | Wellington | Gouda | Saron | Simondium

+27 21 807 4500 • +27 21 872 8054

www.drakenstein.gov.za

records@drakenstein.gov.za

Civic Centre, Berg River Boulevard, Paarl 7646

Mayoral Committee Attendance Register

Date: 18 APRIL 2018

Time: 10:00

Venue: Council Chambers

SURNAME	INITIALS	TITLE	CELLPHONE	SIGNATURE
POOLE Executive Mayor	C J	MR	0785304285 0824979046	Present.
COMBRINK Municipality Executive Mayor (Financial Services)	G C	MR	0824553445	Combrink
LE ROUX (Engineering Services)	J F	MR	0834595965	LeRoux
ANDREAS (Rural Management)	M A	MS	0767901066	Andreas
JACOBS (Social Services)	F	MS	0837600466	Jacobs
KEARNS (Environment, Parks and Open Spaces)	C	MS	0765018441 0769406614	Kearns
MILLER (Planning and Development)	J	MR	0834400507	Miller
MOKOENA (Corporate Services)	L P	MS	0734198671	Mokoena
SMUTS (Public Safety)	R	MR	0824948467	Smuts
VAN NIEKERK (Sport, Recreation, Arts and Culture)	L T	MS	0818858365	V. Niekerk
VAN NIEUWENHUYZEN (Communication and Inter- Governmental Relations (IGR))	R H	MR	0826296239	Van Nieuwenhuyzen
WILLEMSE (Human Settlements and Property Management)	L	MS	0820799421	Willemse
STOWMAN SPEAKER	AC	MR	0791895359	Stowman
KOEGELEBERG CHIEF WHIP	RA	MR	0832693138	Koegelenberg
MATTHEE CHAIRMAN: MPAC	J	MR	0824486180	Present
RICHARDS LEADER OF OPPOSITION	AM	MR	0827860053	Present

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

Drakenstein

A city of excellence

SURNAME	INITIALS	TITLE	CELLPHONE	SIGNATURE
<i>Curt W. Meyer</i>				<i>[Signature]</i>

[Handwritten signature]