

DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE (2)

ORDINARY MEETING HELD IN THE BIG COMMITTEE ROOM, FIRST FLOOR, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL ON WEDNESDAY, 28 FEBRUARY 2018 AT 08:30.

PRESENT: The Executive Mayor, Cllr C J Poole (Chairman)
The Deputy Executive Mayor, Cllr G C Combrink

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: Cllr A Stowman (Speaker)
Cllr R A Koegelenberg (Chief Whip)
Cllr J Matthee (MPAC Chairperson)

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



DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
28 FEBRUARY 2018**1. LEAVE ARRANGEMENT AND NON-AVAILABILITY OF COUNCILLORS AND SENIOR MANAGEMENT**

None.

2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR

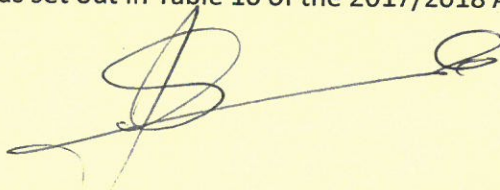
None.

3. DECLARATION OF INTEREST BY COUNCILLORS/OFFICIALS

None.

**4.1 APPROVAL OF THE 2017-2018 OPERATING AND CAPITAL ADJUSTMENTS BUDGET
GOEDKEURING VAN DIE 2017-2018 BEDRYFS-EN KAPITAALAANPASSINGSBEGROTING
UKWAMKELWA KOLUNGISO LOHLAHLLO LWABIWO MALI LOKUSEBENZA KUNYE
NELENKUNZI LIKA 2017/2018****RECOMMENDED that**

1. the total operating revenue of R2,220,621,152 (capital grants included) approved by Council in January 2018 be decreased with R66,333,461 (3.0%) to R2,154,287,691 for the 2017/2018 financial year as set out in Table 1 of the 2017/2018 Adjustments Budget Report;
2. the operating expenditure of R2,183,014,374 approved by Council in January 2018 be decreased with R11,411,888 (0.5%) to R2,171,602,486 for the 2017/2018 financial year as set out in Table 4 of the 2017/2018 Adjustments Budget Report;
3. the capital budget expenditure of R832, 635,300 approved by Council in January 2018 (roll-over capital budget expenditure included) be decreased with R43,766,219 (5.26%) to R788,869,081 for the 2017/2018 financial year as set out in Table 8 of the 2017/2018 Adjustments Budget Report;
4. the capital expenditure of R788,869,081 be funded by the following revenue sources as set out in Table 10 of the 2017/2018 Adjustments Budget Report:-



DRAKENSTEIN MUNICIPALITY

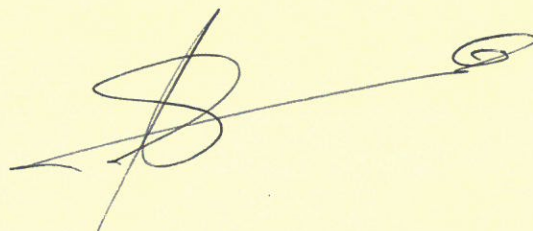
42

MINUTES: MAYORAL COMMITTEE

28 FEBRUARY 2018

- 4.1 Capital Replacement Reserve (R74,903,038);
 - 4.2 Capital Replacement Reserve roll-overs (R6,312,238);
 - 4.3 Secured grants to be received from National Government, Provincial Government and other donors (R109,520,061);
 - 4.4 Secured grant roll-overs received from National Government, Provincial Government and other donors (R937,305);
 - 4.5 External loans to be taken up with authorised financial institutions (R471,159,625); and
 - 4.6 Unspent external loans roll-overs already taken up in June 2017 (R125,974,119).
5. council takes note that after taking non-cash provisions, depreciation, redemption on external loans, expensed housing inventory and capital grants into consideration, an operating cash surplus of R544,616 materialise when compared with the operating budgeted deficit of R17,314,795 as set out in Table 7 of the 2017/2018 Adjustments Budget Report;
 6. council taken note that no taxes and tariffs are affected with the approval of this adjustments budget;
 7. schedule B1 to B10 attached as Annexure D to the 2017/2018 Adjustments Budget Report be approved by Council; and
 8. The over-riding of expenditure that will constitute unauthorised expenditure will not be allowed by the City Manager or Chief Financial Officer. If there are sufficient funds available, the virements process have to be followed in terms of Council's Virement Policy.

Meeting: MC 28//2/2018	Submitted by Directorate: Financial Services		
Ref No: 5/1	Author/s: K Fredericks		
Coll Nr: 1284574	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>



DRAKENSTEIN MUNICIPALITY
MINUTES: MAYORAL COMMITTEE
28 FEBRUARY 2018

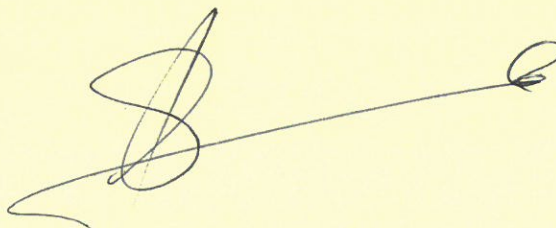
43

4.2 REVISED TOP LAYER SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2017-2018
HERSIENE TOPVLAK DIENSLEWERING EN BEGROTINGS IMPLEMENTERINGSPLAN 2017-2018
UHLOLWA LOMALEKO OPHEZULU WOBONELELO LWENKONZO KUNYE NOYILO LOLUMILISELWA KOHLAHLLO LWABIWO MALI LIKA 2017-2018

RECOMMENDED that

1. the Revised Top Layer (TL) SDBIP 2017/2018 be approved;
2. the Revised TL SDBIP 2017/2018 be published on the Municipal Website; and
3. the Revised TL SDBIP 2017/2018 be submitted to:-
 - 3.1 Internal Audit Unit (for notification);
 - 3.2 Department of Local Government: Western Cape;
 - 3.3 Provincial Treasury: Western Cape;
 - 3.4 Auditor General (AG) of South Africa; and
 - 3.5 National Treasury.

Meeting: MC – 28/02/2018	Submitted by Directorate: IDP & Performance Management		
Ref No: 2/2/8	Author/s: F Qebanya		
Coll Nr: 1279210	Referred from: MC – 21/2/2018		
PAR:	ACTION:	RESPONSIBLE DEPT:	DUE DATE:



**MINUTES: MAYORAL COMMITTEE
28 FEBRUARY 2018**

5. FINANCIAL SERVICES

5.1 WRITING-OFF OF IRRECOVERABLE DEBTORS REPORT: DECEMBER 2017
AFSKRYF VAN ONINBARE DEBITEURE VERSLAG: DESEMBER 2017
UKUCINYWA KWAMATYALA ANGAHLAWULWAYO - KWINYANGA KA DISEMBA 2018

RESOLVED that

- the irrecoverable debt to the amount of R1,458,661.59 written-off in terms of Council's Writing-Off of Irrecoverable Debt Policy for the month of December 2017, **be noted**; and
- the amount of R30,862,915.34 written-off for the first six (6) months of 2017/2018 financial year, **be noted**.

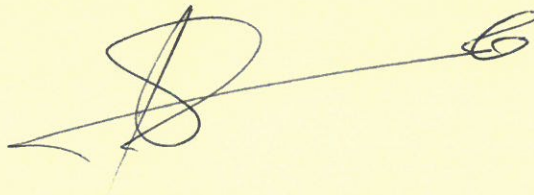
Meeting: MC - 28/02/2018	Submitted by Directorate: Financial Services		
Ref No: 5/15/1	Author/s: A Abrahams		
Coll Nr: 1270864	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

5.2 WRITING-OFF OF IRRECOVERABLE DEBTORS REPORT: JANUARY 2018
AFSKRYF VAN ONINBARE DEBITEURE VERSLAG: JANUARIE 2018
UKUCINYWA KWAMATYALA ANGAHLAWULWAYO - KWINYANGA KA JANUWARI 2018

RESOLVED that

- the irrecoverable debt to the amount of R834,886.27 written-off in terms of Council's Writing-Off of Irrecoverable Debt Policy for the month of January 2018, **be noted**; and
- the amount of R31,697,801.61 written-off for the first seven (7) months of 2017/2018 financial year, **be noted**.

Meeting: MC - 28/02/2018	Submitted by Directorate: Financial Services		
Ref No: 5/15/1	Author/s: A Abrahams		
Coll Nr: 1270864	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>



MINUTES: MAYORAL COMMITTEE
28 FEBRUARY 2018

6. PLANNING AND ECONOMIC DEVELOPMENT

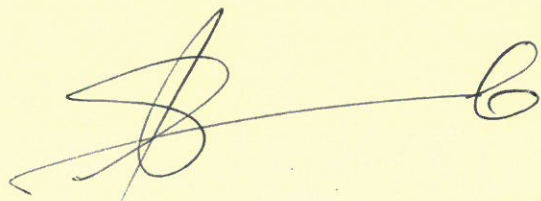
6.1	REQUEST FOR APPROVAL TO ASSIGN DRAKENSTEIN LOCAL TOURISM ASSOCIATION (DLTA) TO PROJECT MANAGE THE IMPLEMENTATION OF THE ARTS AND CRAFT ROUTE
	VERSOEK OM GOEDKEURING OM DRAKENSTEIN PLAASLIKE TOERISMEVERENIGING (DLTA) AAN TE STEL OM DIE GOEDGEKEURDE KUNS- EN KUNSVLYTROETE TE IMPLEMENTEER
	ISICELO SOKUQINISEKISA UKUNIKIZELO LWE DRAKENSTEIN LOCAL TOURISM ASSOCIATION (DLTA) UKULAWULA KWEPROJEKTI NGOKUMILISELA IMIGAQO YEMISEBENZI YOBUGCULE NOBUGCISA

Ms L Waring provided more background, whereafter it was

RESOLVED that

1. the budgeted amount of R150 000,00 be approved and transferred to the DLTA for project implementation;
2. the DLTA understands that no future funding for this specific tourism product development project, beyond the project time-frame is guaranteed; and
3. the DLTA enters into a Memorandum of Understanding (Annexure B to the departmental report) with the municipality.

Meeting: Mayco – 28/02/2018	Submitted by Directorate: Planning and Development		
Ref No: 10/1/8	Author/s: C Phillips		
Coll Nr: 1274556	Referred from: Plan&Dev 07/02/2018		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>
1-3	Implement decision	ED: Planning and Development	



MINUTES: MAYORAL COMMITTEE
28 FEBRUARY 2018

7. ENGINEERING SERVICES

7.1 REPORT ON ELECTRICAL FAULT INCIDENT AND EMERGENCY AT PARYS SUBSTATION
VERSLAG OOR ELEKTRISITEITS FOUT INSIDENT EN NOODTOESTAND BY PARYS SUBSTASIE
INGXELO YENGOZI EBANGELWE NGUMBANE KUNYE NOXAKEKO KWISIKHUKUKWANA E PARYS

RECOMMENDED that

the approval of the Executive Mayor to authorize the unforeseeable and unavoidable expenditure in respect to the damages to the Parys Substation on 6 February 2018 (Annexure A attached to the departmental report) **be noted and be ratified.**

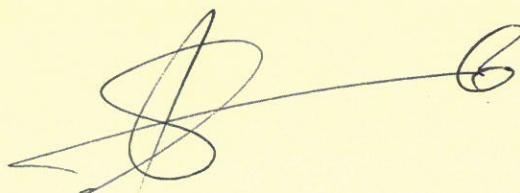
Meeting: MC – 28/02/2018	Submitted by Directorate: Engineering Services
Ref No: 16/2/4/1 x 16/2/7/3	Author/s: W Albertyn
Coll Nr: 1285241	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPT:</u>
	<u>DUE DATE:</u>

7.2 REPORT ON INCREASED 2017-2018 MIG ALLOCATION: ACCELERATION PLAN
VERSLAG OOR TOEGEVOEGDE 2017-2018 MIG TOEKENNING: VERSNELLINGSPLAN
INGXELO YONYUSO LOBONELELO LWE MIG KA 2017/2018: UYILO LOKUKAWULEZISA

RECOMMENDED that

the MIG Acceleration Plan be approved for submission to the Department of Cooperative Governance.

Meeting: MC – 28/02/2018	Submitted by Directorate: Engineering Services
Ref No: 5/7/8/2	Author/s: Gary Petersen
Coll Nr: 1285252	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPT:</u>
	<u>DUE DATE:</u>



DRAKENSTEIN MUNICIPALITY
 MINUTES: MAYORAL COMMITTEE
28 FEBRUARY 2018

47

8. CORPORATE SERVICES

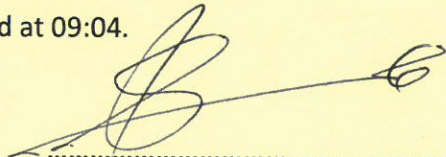
8.1 REVIEW OF RECORDS MANAGEMENT POLICY
HERSIENING VAN REKORDBESTUURBELEID
UHLOLO KWAKHONA KOMGAQO NKQUBO WOKULAWULA KOSHICILELO (REKHODI)

RECOMMENDED that

the Revised Records Management Policy be approved.

Meeting: MC – 28/02/2018	Submitted by Directorate: Corporate Services		
Ref No: 2/5/P	Author/s: FP Goosen		
Coll Nr: 1271436	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

The meeting ended at 09:04.



CHAIRPERSON:

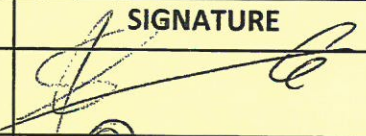
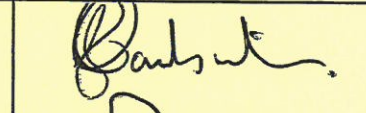
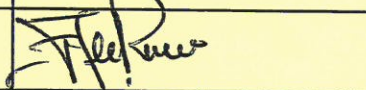
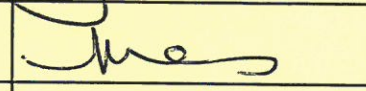
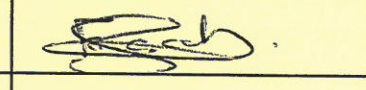
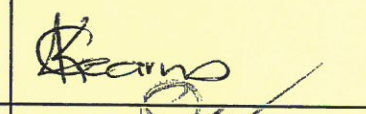


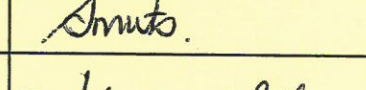
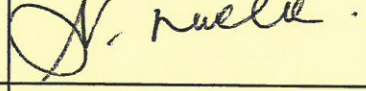
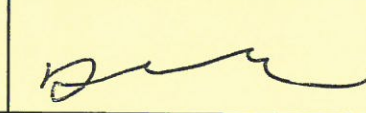
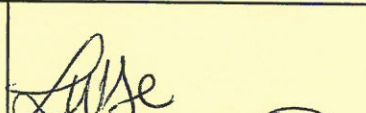
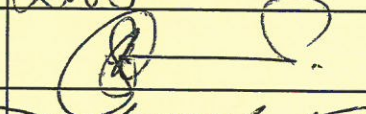
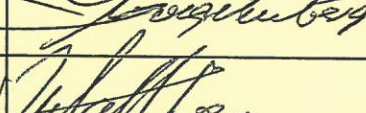
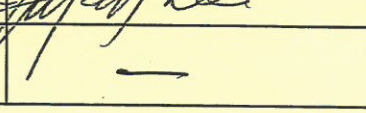

DATE:

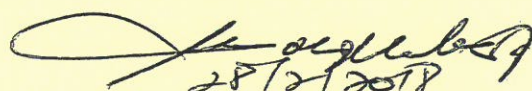
Confirmed on with/without amendments.

FG/rs

DRAKENSTEIN MUNICIPALITY

ATTENDANCE REGISTER: MAYORAL COMMITTEE (2)
28 FEBRUARY 2018

SURNAME	INITIALS	TITLE	CELLPHONE	SIGNATURE
POOLE Executive Mayor	C J	MR	0785304285 0824979046	
COMBRINK Deputy Executive Mayor (Financial Services)	G C	MR	0824553445	
LE ROUX (Engineering Services)	J F	MR	0834595965	
ANDREAS (Rural Management)	M A	MS	0767901066	
JACOBS (Social Services)	F	MS	0837600466	
KEARNS (Environment, Parks and Open Spaces)	C	MS	0765018441 0769406614	
MILLER (Planning and Development)	J	MR	0834400507	
MOKOENA (Corporate Services)	L P	MS	0734198671	
SMUTS (Public Safety)	R	MR	0824948467	
VAN NIEKERK (Sport, Recreation, Arts and Culture) N	LT	MS	0818858365	
VAN NIEUWENHUYZEN (Communication and Inter- Governmental Relations (IGR))	R H	MR	0826296239	
LLEMSE (Human Settlements and Property Management)	L	MS	0820799421	
STOWMAN SPEAKER	AC	MR	0791895359	
KOEGELENBERG CHIEF WHIP	RA	MR	0832693138	
MATTHEE CHAIRMAN MPAC	J	MR	0824486180	
RICHARDS LEADER OF OPPOSITION	AM	MR	0827860053	


28/2/2018
Office of the / Kantoor van die
CHIEFWHIP / HOOFSWEEP
Cllr / Rdl R.A. KOEGELENBERG
Drakenstein



DRAKENSTEIN MUNICIPALITY

49

ATTENDANCE REGISTER: MAYORAL COMMITTEE (2)
28 FEBRUARY 2018

SURNAME	INITIALS	TITLE	CELLPHONE	SIGNATURE
Magongo	N.	MS	0731316365	