

DRAKENSTEIN MUNICIPALITY**MINUTES: MAYORAL COMMITTEE**

ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON THURSDAY, 22 FEBRUARY 2024 AT 10:00.

PRESENT: The Executive Mayor, Ald C J Poole (Chairperson)
The Deputy Executive Mayor, Ald G C Combrink

Councillors: T G Bester
M A Andreas
L C Arendse
Ald E Gouws
J Miller
E Baron
A M B Appollis
Ald R H van Nieuwenhuyzen
L Cyster

ALSO PRESENT: Ald J F le Roux (Speaker)
Ald C Kearns (Chief Whip)

Officials: Dr J H Leibbrandt (City Manager)
Mr S Johaar (Executive Director: Corporate and Planning Services)
Ms E Barnard (Executive Director: Public Safety)
Ms R Jaftha (Chief Audit Executive)
Mr F Rhoda (Acting Executive Director: Community Services)
Ms N October (Senior Manager: Corporate and Planning Services)
Ms N Keketsi (Senior Manager: Revenue and Expenditure)
Ms C Lategan (Senior Manager: Budgets, Assets and Financial Reporting)
Ms C September (Manager: IDP/PM)
Mr G Dippenaar (Chief Risk Officer)
Mr F P Goosen (Manager: Administrative Support Services)

DRAKENSTEIN MUNICIPALITY**MINUTES: MAYORAL COMMITTEE
22 FEBRUARY 2024****1. LEAVE ARRANGEMENT AND NON-AVAILABILITY OF COUNCILLORS AND SENIOR MANAGEMENT**

- | | | | |
|----|---|---|--------------|
| 1. | Clr L T van Niekerk | - | Apology; |
| 2. | Mr B Brown (Chief Financial Officer) | - | Apology; |
| 3. | Mr G Esau (Executive Director: Community Services) | - | Apology; and |
| 4. | Mr L Pienaar (Executive Director: Engineering Services) | - | Apology. |

2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR

The Executive Mayor requested that the Speaker communicate an alternative council meeting date for May as the election will take place on 29 May 2024.

3. CONFLICT OF INTERESTS BY COUNCILLORS/OFFICIALS

None.

4. CONSIDERATION OF URGENT MATTERS, REPORTS, COMMUNICATIONS AND PETITIONS

None.

5. CONFIRMATION OF MINUTES

The minutes of the following meetings of the Mayoral Committee were **confirmed as correct:**

- (i) Ordinary meeting held on 24 January 2024; and
- (ii) Confidential meeting held on 24 January 2024.

DRAKENSTEIN MUNICIPALITY**MINUTES: MAYORAL COMMITTEE
22 FEBRUARY 2024****6. CORPORATE SERVICES**

6.1 LLF MINUTES: DECEMBER 2023
LLF MINUTES: DESEMBER 2023
LLF IMIZUZU: DISEMBA 2023

RESOLVED that

The LLF Minutes of 12 December 2023 be noted.

Meeting: MC – 22/02/2024		Submitted by Department: Corporate and Planning Services	
Ref No:		Author/s:	
Coll No:		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

7. GOVERNANCE AND COMPLIANCE

7.1 AUDIT COMMITTEE REPORT
ODUITKOMITEE VERSLAG
INGXELO YOPHICOTHO ZINCWADI

RECOMMENDED that

The report of the Audit Committee be noted.

Meeting: MC – 22/02/2024		Submitted by Department: Internal Audit	
Ref No: 3/3/1/3/13		Author/s: R Jaftha	
Coll No: 2133762		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

DRAKENSTEIN MUNICIPALITY

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8. PLANNING AND DEVELOPMENT

8.1	DRAKENSTEIN DELEGATION'S VISIT TO NEUMARKT, GERMANY (17 – 24 JANUARY 2024)
	DRAKENSTEIN DELEGASIE SE BESOEK AAN NEUMARKT, DUITSLAND (17 - 24 JANUARIE 2024)
	INGXELO: UTYELELO LWEDRAKENSTEIN ABATHUNYWA E-NEUMARKT, EJAMANI (17 - 24 JANUWARI 2024)

RECOMMENDED that

The report on the Drakenstein delegation's visit to Neumarkt (Annexure A to the departmental report) be noted.

Meeting: MC – 22/02/2024		Submitted by Department: Corporate and Planning Services	
Ref No: 17/22/11		Author/s: C Winter	
Coll No: 2134472		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

9. PUBLIC SAFETY

9.1	DRAKENSTEIN MUNICIPALITY: FIREARM POLICY
	DRAKENSTEIN MUNISIPALITEIT: VUURWAPENBELEID
	UMASIPALA WASE-DRAKENSTEIN: UMGAQO-NKQUBO WEMIPU

Several amendments were proposed to the Policy.

RESOLVED that

The Firearm Policy be referred back.

Meeting: MC – 22/02/2024		Submitted by Department: Public Safety	
Ref No: 6/P		Author/s: S Jacobs	
Coll No: 2136263		Referred from: Public Safety Portf – 14/02/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
	Re-submit item	ED: Public Safety	

DRAKENSTEIN MUNICIPALITY

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22 FEBRUARY 2024**10. FINANCIAL SERVICES**

10.1 INDIGENT HOUSEHOLD STATISTICS REPORT AS AT 31 JANUARY 2024
DEERNIS HUISHOUDING STATISTIEKEVERSLAG SOOS OP 31 JANUARIE 2024
INGXELO YAMANANI YEZINDLU ZAMAHLWEMPU NGOBUNJALO NGOMHLA 31 EYOMQUNGU 2024

RESOLVED that

The report be noted.

Meeting: MC – 22/02/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Collab No: 2134092		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

10.2 COUNCILLORS' OUTSTANDING DEBT REPORT AS AT 31 JANUARY 2024
RAADSLEDE SE UITSTAANDE SKULDVERSLAG SOOS OP 31 JANUARIE 2024
INGXELO YAMATYALA YOCEBA NGOBUNJALO NGOMHLA 31 EYOMQUNGU 2024

RECOMMENDED that

The content of the report be noted.

Meeting: MC – 22/02/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Coll No: 2134038		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

DRAKENSTEIN MUNICIPALITY

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22 FEBRUARY 2024**

10.3	MUNICIPAL EMPLOYEES OUTSTANDING DEBT REPORT AS AT 31 JANUARY 2024
	MUNISIPALE WERKNEMERS UITSTAANDE SKULDVERSLAG SOOS OP 31 JANUARIE 2024
	ITYALA LABASEBENZI BAKWA MASIPALA NGOKWE NGXELO KA 31 EYOMQUNGU 2024

RESOLVED that

The content of the report and the actions implemented by the City Manager, be noted.

Meeting: MC – 22/02/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Coll No: 2133998		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

10.4	MUNICIPAL FINANCE MANAGEMENT ACT: SECTION 71 MONTHLY BUDGET MONITORING REPORT FOR JANUARY 2024
	MUNISIPALE WET OP BESTUUR VAN FINANSIES: ARTIKEL 71 MAANDELIKSE BEGROTINGSMONITERINGSVERSLAG VIR JANUARIE 2024
	UMTHETHO WOLAWULO LWEMALI KAMASIPALA: ICANDELO 71 INGXELO YOKUJONGA UHLAHLO LWABIWO-MALI LWENYANGA EYOMQUNGU 2024

RECOMMENDED that

1. The content of the Section 71 Monthly Budget Monitoring Report for January 2024 and the supporting documentation be noted; and
2. It be noted that the Section 71 Monthly Budget Monitoring Report for January 2024 was submitted to the Executive Mayor; National Treasury and Provincial Treasury on 14 February 2024, being the 10th working day after the end of January 2024.

Meeting: MC – 22/02/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Viola	
Coll No: 2134955		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

DRAKENSTEIN MUNICIPALITY

**MINUTES: MAYORAL COMMITTEE
22 FEBRUARY 2024**

10.5	REPORT ON TENDER AWARDS: JANUARY 2024
	VERSLAG OOR TENDERTOOKENINGS: JANUARIE 2024
	INGXELO NGONIKEZELO LWETHENDA: JANUWARI 2024

RECOMMENDED that

1. The awards above R200,000 that were adjudicated by the Bid Adjudication Committee for the month of January 2024 be noted; and
2. The tenders and/or contracts and the reasons for the awards as recorded by the Accounting Officer in the departmental report be noted.

Meeting: MC – 22/02/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/5		Author/s: C Hess	
Coll No: 2134400		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

10.6	REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: JANUARY 2024
	VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: JANUARY 2024
	INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA KWINKQUBO ZOKUFUMANA: JANUWARI 2024

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 R530,231 (incl. VAT) for January 2024 as recorded by the Accounting Officer under the annexures attached to this report be noted; and
2. The Chief Financial Officer record the accumulated deviation amount of R33,360,525 (incl. VAT) for the financial year in the notes to the 2023/2024 annual financial statements as required by legislation.

Meeting: MC – 22/02/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/5		Author/s: C Hess	
Coll No: 2134695		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE 22 FEBRUARY 2024

11. CONFIDENTIAL ITEMS

FINANCIAL SERVICES

11.1	DRAKENSTEIN OUTSTANDING DEBTORS REPORT AS AT 31 JANUARY 2024
	DRAKENSTEIN UITSTAANDE DEBITEUREVERSLAG SOOS OP 31 JANUARIE 2024
	INGXELO YAMATYALA ASE DRAKENSTEIN NGOBUNJALO NGOMHLA 31 EYOMQUNGU 2024

See confidential minutes.

Meeting: MC – 22/02/2024	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 2134670	Referred from:
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:

11.2	DRAKENSTEIN OUTSTANDING COUNCIL PROPERTY LEASE REPORT AS AT 31 JANUARY 2024
	DRAKENSTEIN UITSTAANDE RAADSEIENDOM HUURVERSLAG SOOS OP 31 JANUARIE 2024
	INGXELO YAMATYALA EPROPATI YEBHUNGA LASE DRAKENSTEIN NGOBUNJALO NGOMHLA WE 31 EYOMQUNGU 2024

See confidential minutes.

Meeting: MC – 22/02/2024	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Abrahams
Coll No: 2134025	Referred from:
PAR:	ACTION:
	RESPONSIBLE DEPARTMENT:
	DUE DATE:

DRAKENSTEIN MUNICIPALITY

**MINUTES: MAYORAL COMMITTEE
22 FEBRUARY 2024**

11.3	WRITING-OFF OF IRRECOVERABLE DEBT REPORT – JANUARY 2024
	AFSKRYWING VAN ONINVORDERBARESKULDVERSLAG – JANUARIE 2024
	INGXELO YOKUCINYWA KWAMATYALA ANGAHLAWULWAYO – EYOMQUNGU 2024

See confidential minutes.

Meeting: MC – 22/02/2024		Submitted by Department: Financial Services	
Ref No: 5/15/1		Author/s: A Abrahams	
Coll No: 2134048		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

12.	URGENT MATTERS
	DRINGENDE SAKE
	IMIBA ENGXAMISEKILEYO

None.

13. ADDITIONAL ITEM

PLANNING AND DEVELOPMENT

13.1	DRAFT	2024/2025	AMENDED	DRAKENSTEIN	SPATIAL	DEVELOPMENT
						FRAMEWORK (SDF)
	KONSEP	2024/2025	GEWYSIGDE	DRAKENSTEIN		RUIMTELIKE
						ONTWIKKELINGSRAAMWERK (ROR)
	UYILO	LIKA	2024/2025	ELUNGISIWEYO	KWI-DRAKENSTEIN	ISIKHOKELO
						SOPHUHLISO LWEMIHLABA (SDF)

RECOMMENDED that

1. The Status Quo Report, attached as Annexure A to the departmental report, for the 2024/2025 Amended Drakenstein Spatial Development Framework (SDF) be adopted;

DRAKENSTEIN MUNICIPALITY

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2. The draft 2024/2025 Amended SDF, attached as Annexure B to the departmental report, be approved to commence with the legislatively required 60-day public participation process;
3. The draft 2024/2025 Amended SDF be submitted to the Western Cape Minister of Local Government, Environmental Affairs and Development Planning for comments;
4. The draft 2024/2025 Amended SDF be submitted to the Executive Mayor of the Cape Winelands District Municipality for comments; and
5. A notice inviting comments from the public on the draft 2024/2025 Amended SDF be published in the Provincial Gazette, the Paarl Post and VARS, and on the Drakenstein Municipality social media platforms.

Meeting: MC – 22/02/2024	Submitted by Department: Corporate and Planning Services		
Ref No: 15/4/1	Author/s: W Hendricks		
Coll No: 2127015	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

The meeting ended at 11:50.

CHAIRPERSON:

DATE:

Confirmed with/without amendments.

FG/mg



DRAKENSTEIN
MUNISIPALITEIT • MUNICIPALITY • UMASIPALA
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Mayoral Committee Attendance Register

Date: 22 February 2024

Time: 10:00

Venue: Council Chambers

SURNAME	INITIALS	TITLE	SIGNATURE
POOLE Executive Mayor	CJ	ALD	
COMBRINK Deputy Executive Mayor (Financial Services)	GC	ALD	
BESTER (Engineering Services)	TG	CLLR	
ANDREAS (Human Settlements)	MA	CLLR	
ARENDSE (Sport, Recreation, Arts and Culture)	LC	CLLR	
GOUWS (Social Development)	E	ALD	
MILLER (Governance and Compliance)	J	CLLR	
BARON (Corporate Services)	E	CLLR	
APPOLLIS (Public Safety)	AMB	CLLR	
VAN NIEKERK (Planning and Development)	LT	CLLR	
VAN NIEUWENHUYZEN (Communication and Inter-Governmental Relations (IGR))	RH	ALD	
CYSTER (Parks, Waste and Cemeteries)	L	CLLR	
LE ROUX Speaker	JF	ALD	
KEARNS Chief Whip	C	ALD	

OFFICE OF THE/ KANTOOR VAN DIE
CHIEF WHIP/HOOF SWEEP
MAYOR/DL CHRISTEPHINE KEARNS
DRAKENSTEIN MUNICIPALITY/ MUNISIPALITEIT

22/02/2024

A city of excellence

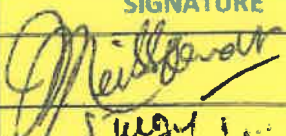
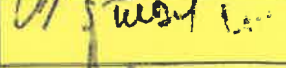





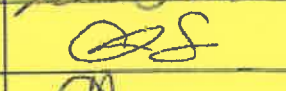
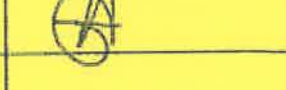

Mayoral Committee Attendance Register

Date: 22 February 2024


Time: 10:00

Venue: Council Chambers

OFFICIALS

SURNAME	INITIALS	TITLE	SIGNATURE
LEIBBRANDT City Manager	JH	DR	
BROWN Chief Financial Officer	B	MR	
JOHAAR Executive Director: Corporate and Planning Services	S	MR	
ESAU Executive Director: Community Services	G	MR	Apology
PIENAAR Executive Director: Engineering Services	L	MR	Apology
BARNARD Executive Director: Public Safety	E	MS	Present
R. JAFFA (CAG)	R	MS	
G. Ruyter (CRO)			
F. Rooda	F	MR	
N. Khevet	N	MS	
G. Lategan	C		
C. September	C	MISS	
N. October	NC	Mrs	

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22/02/2024

