

DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE

ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON WEDNESDAY, 17 APRIL 2024 AT 10:00.

PRESENT: The Executive Mayor, Cllr S E Korabie (Chairperson)
The Deputy Executive Mayor, Ald G C Combrink

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

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

Officials: Dr J H Leibbrandt (City Manager)
Mr B Brown (Chief Financial Officer)
Mr S Johaar (Executive Director: Corporate and Planning Services)
Ms E Barnard (Executive Director: Public Safety and Acting Executive Director: Community Services)
Mr L Pienaar (Executive Director: Engineering Services)
Ms R Jaftha (Chief Audit Executive)
Ms N October (Senior Manager: Corporate and Planning Services)
Ms R Geldenhuys (Manager: Communication and Marketing)
Mr G Dippenaar (Chief Risk Officer)
Mr F P Goosen (Manager: Administrative Support Services)



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1. LEAVE ARRANGEMENT AND NON-AVAILABILITY OF COUNCILLORS AND SENIOR MANAGEMENT

None.

2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR

None.

3. CONFLICT OF INTERESTS BY COUNCILLORS/OFFICIALS

None.

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

The City Manager reported that various lessons were learned with the recent disaster.

5. CONFIRMATION OF MINUTES

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

- (i) Ordinary meeting held on 20 March 2024; and
- (ii) Confidential meeting held on 20 March 2024.

Feedback was provided on the following outstanding matter:

- Item 10.4: Reviewed System of Delegation – The item will serve after the IDP/Budget process in June/July.



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17 APRIL 2024**6. CORPORATE SERVICES**

6.1 LLF MINUTES: JANUARY 2024
LLF MINUTES: JANUARIE 2024
LLF IMIZUZU: JANUWARI 2024

RESOLVED that

The Local Labour Forum (LLF) Minutes of 25 January 2024 be noted.

Meeting: MC – 17/04/2024		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>

ADDITIONAL ITEM

6.2 PROPOSED ALIENATION OF A PORTION OF REMAINDER ERF 5058 PAARL SITUATED IN DISTILLERY STREET ALONGSIDE THE BERG RIVER TO ADJACENT LANDOWNER OF ERF 19147 PAARL (WARD 19)
VOORGESTELDE VERVREEMDING VAN 'N GEDEELTE VAN DIE RESTANT VAN ERF 5058 PAARL GELEË IN DISTILLERYSTRAAT AANGRENSEND DIE BERGRIVIER AAN DIE AANGRENSENDE GRONDEIENAAR VAN ERF 19147 PAARL (WYK 19)
UKUPHEPHELA OKUCETYIWEYO KWESAKHIWO SESIZA 5058 PAARL EMIZI KWISITALATHO SE DISTRILLERY ECALENI NOMLAMBO WE-BERG UKUYA KUMNINI-MHLABA OMFUTSHANE WE SIZA 19147 PAARL (WADI 19)

RECOMMENDED that

1. In terms of Section 14 of the MFMA Council resolves that:
 - 1.1 The subject property is not needed to provide the minimum level of basic municipal services; and
 - 1.2 The fair market value of the asset and the economic and community value to be received in exchange for the asset has been considered.

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2. In terms of Section 14 of the Municipal Finance Management Act (No.56 of 2003) **approval** be granted for the alienation of a portion of Remainder Erf 5058 Paarl, measuring approximately 3115m² in extent, to the adjacent landowner of Erf 19147 Paarl, Landhold Properties (Pty) Ltd, Registration no. 1999/007845/07 for parking development purposes only, at a market related selling price of R124,600.00 (R40/m²) (VAT excluded), subject to the standard conditions of sale as well as the following conditions:
- 2.1 All land use rights including closure, subdivision and rezoning be undertaken by and at the cost of the purchaser. All costs related to the transaction will be for the purchaser's account;
 - 2.2 The portion of Remainder Erf 5058 Paarl must not be consolidated and the newly subdivided erf be registered as a single erf in the name of the purchaser;
 - 2.3 The southern portion is subject to severe flooding during winter months and the Municipality be indemnified against any claims for damages caused by the flooding;
 - 2.4 A Water Use Authorisation must be obtained from the Department of Water Affairs and Sanitation, which will form part of the land use planning application process to be undertaken by and at the cost of the applicant;
 - 2.5 The property may only be used for open and carport parking purposes, which restriction must be registered against the title of the subject property together with a building restriction servitude;
 - 2.6 No construction will be permitted on the subject property, with the exception of a boundary fencing;
 - 2.7 Access to and from the entire portion of Erf 5058 Paarl to be used for parking purposes be taken from Distillery Street;
 - 2.8 All landscaping must be undertaken in consultation with the Parks and Environmental Management Divisions;



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- 2.9 Stormwater to be discharged directly into the river with the necessary approvals from the municipal Engineering Services Department;
- 2.10 Maintenance of the area behind the proposed fencing to be erected for the parking area near the riverbank must be undertaken by and at the cost of the purchaser;
- 2.11 The riparian area of the Berg River (included in the applicant's property) be kept clear of invasive alien vegetation at the cost of the applicant;
- 2.12 Access to the riverbank must be provided to the Municipality as and when required; and
- 2.13 All other technical and environmental conditions imposed by the technical departments be adhered to.
3. In terms of Paragraph 13 of the Asset Transfer Policy the direct alienation of non-viable properties of municipal land is permitted. In this instance, this portion of Remainder Erf 5058 Paarl is a non-viable portion of land which can only be utilised by the adjacent landowner for parking purposes only. The subject property on its own cannot be utilized by other individuals, however once incorporated with the existing properties, Erven 39593 and 19147 Paarl, it can be utilised more effectively.

Meeting: MC – 17/04/2024		Submitted by Department: Corporate and Planning Services	
Ref No: 15/4/1 (5058) P		Author/s: N October	
Coll No: 2155979		Referred from:	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:



DRAKENSTEIN MUNICIPALITY

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7. GOVERNANCE AND COMPLIANCE

7.1	REPLACEMENT OF FORMER COUNCILLOR ALDERMAN CJ POOLE BY COUNCILLOR D AMERICA AS PROPORTIONAL MEMBER OF THE MUNICIPAL COUNCIL
	VERVANGING VAN VORIGE RAADSLID RAADSHEER CJ POOLE DEUR RAADSLID D AMERICA AS PROPORSIONELE VERTEENWOORDIGER OP DIE MUNISIPALE RAAD
	IKUTSHINTSHWA OWAYE SAKUBA NGUCEBA CJ POOLE NGU CEBA D AMERICA NJENGOMELE ELILUNGU LWEBHUNGA LOMASIPALA

RECOMMENDED that

The replacement of Mr Conrad James Poole by Councillor Derrick America as representative of the DA party on the Drakenstein Municipal Council, as from 3 April 2024, be noted.

Meeting: MC – 17/04/2024		Submitted by Department: Corporate and Planning Services	
Ref No: 3/8/1		Author/s: F Goosen	
Coll No: 2155337		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

8. ENGINEERING SERVICES

8.1	REVISION OF THE FLEET MANAGEMENT POLICY
	WYSIGING VAN DIE VLOOTBESTUURBELEID
	UKUHLAZIYWA UMGAQO-NKQUBO WOLAWULO LWEFLEET

The Mayoral Committee proposed several amendments to the Policy for inclusion to Council.

RECOMMENDED that

The revised Fleet Management policy and Fleet User Guide be approved, and the associated standard operating procedures be noted.

Meeting: MC – 17/04/2024		Submitted by Department: Engineering Services	
Ref No: 6/P		Author/s: P Pansegrouw	
Coll No: 2057209		Referred from: Eng Portf – 10/04/2024	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
17 APRIL 20249. FINANCIAL SERVICES

9.1	COUNCILLORS' OUTSTANDING DEBT REPORT AS AT 31 MARCH 2024
	RAADSLEDE SE UITSTAANDE SKULDVERSLAG SOOS OP 31 MAART 2024
	INGXELO YAMATYALA YOCEBA NGOBUNJALO NGOMHLA 31 MATSHI 2024

RECOMMENDED that

The content of the report be noted.

Meeting: MC – 17/04/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Coll No: 2152707		Referred from: Finance Serv Portf-16/04/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

9.2	MUNICIPAL EMPLOYEES OUTSTANDING DEBT REPORT AS AT 31 MARCH 2024
	MUNISIPALE WERKNEMERS UITSTAANDE SKULDVERSLAG SOOS OP 31 MAART 2024
	ITYALA LABASEBENZI BAKWA MASIPALA NGOKWE NGXELO KA 31 EYOKWINDLA 2024

RESOLVED that

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

Meeting: MC – 17/04/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Coll No: 2152965		Referred from: Finance Serv Portf-16/04/2024	
<u>PAR:</u>		<u>ACTION:</u>	
		<u>RESPONSIBLE DEPARTMENT:</u>	
		<u>DUE DATE:</u>	

9.3	REPORT ON TENDER AWARDS: MARCH 2024
	VERSLAG OOR TENDERTOOKENINGS: MAART 2024
	INGXELO NGONIKEZELO LWETHENDA: EYOKWINDLA 2024

RECOMMENDED that

- The awards above R300,000 that were adjudicated by the Bid Adjudication Committee for the month of March 2024 be noted; and

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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 – 17/04/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/5		Author/s: C Hess	
Coll No: 2151673		Referred from: Finance Serv Portf-16/04/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

9.4 REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: MARCH 2024
VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: MAART 2024
INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA KWINKQUBO ZOKUFUMANA: EYOKWINDLA 2024

RECOMMENDED that

1. In terms of paragraph 35(2) of the SCM Policy, the deviations and the reasons for the deviations for the amount of R2,389,897 (incl. VAT) for March 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 R36,700,045 (incl. VAT) for the financial year in the notes to the 2023/2024 annual financial statements as required by legislation.

Meeting: MC – 17/04/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/5		Author/s: C Hess	
Coll No: 2151685		Referred from: Finance Serv Portf-16/04/2024	
<u>PAR:</u>		<u>ACTION:</u>	

DRAKENSTEIN MUNICIPALITY

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9.5	QUARTERLY REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY: 1 JANUARY 2024 – 31 MARCH 2024
	KWARTAALVERSLAG RAKENDE DIE IMPLEMENTERING VAN DIE VOORSIENINGSKANAALBESTUURSBELEID: 1 JANUARIE 2024 – 31 MAART 2024
	INGXELO NGOKUMILISELWA KWENKQUBO YE SUPPLY CHAIN MANAGEMENT YOMASIPALA WASE DRAKENSTEIN: 1 JANUWARI 2024 – 31 EYOKWINDLA 2024

RESOLVED that

1. The report and Annexure A to the departmental report be noted; and
2. The report be made public in accordance with section 21(a) of the Municipal Systems Act.

Meeting: MC ~ 17/04/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/5		Author/s: C Hess	
Collab No: 2151726		Referred from: Finance Serv Portf-16/04/2024	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
2.	Implement decision	Chief Financial Officer	

9.6	INDIGENT HOUSEHOLD STATISTICS REPORT AS AT 31 MARCH 2024
	DEERNIS HUISHOUDING STATISTIEKEVERSLAG SOOS OP 31 MAART 2024
	INGXELO YAMANANI YEZINDLU ZAMAPHLWEMPU NGOBUNJALO NGOMHLA 31 EYOKWINDLA 2024

RESOLVED that

The report be noted.

Meeting: MC – 17/04/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Collab No: 2152810		Referred from: Finance Serv Portf-16/04/2024	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

DRAKENSTEIN MUNICIPALITY

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9.7	TENDER NO: INC 3/2023: COMPILATION AND MAINTENANCE OF THE GENERAL VALUATION ROLL 2024 AND SUPPLEMENTARY VALUATION ROLLS FOR THE PERIOD 1 JULY 2024 TO 30 JUNE 2029
	TENDER NO: INC 3/2023: SAMESTELLING EN BYHOU VAN DIE ALGEMENE WAARDASIEROL 2024 EN DIE AANVULLENDE WAARDASIEROL VIR DIE TYDPERK 1 JULIE 2024 TOT 30 JUNIE 2029
	THENDA NOMBHOLO INC 3/2023: UKUQAMBA NOLUNGISO LOLUHLU LOKUXABISA JIKELELE 2024 KUNYE NOLUHLU LOKUXABISA OLONGEZIWEYO LWEXESHA 1 JULAYI 2024 UKUYA 30 JUNI 2029

RECOMMENDED that

1. The resolution taken on 27 March 2024 be retracted (Annexure G to the departmental report);
2. The five (5) year and three (3) months contract for the compilation and maintenance of the general valuation roll 2024 and supplementary valuation rolls, under tender number INC 3/2023 be approved; and
3. The City Manager be authorised to sign the contract on behalf of the Municipality.

Meeting: MC – 17/04/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Collab No: 2152702		Referred from: Finance Serv Portf-16/04/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

DRAKENSTEIN MUNICIPALITY**MINUTES: MAYORAL COMMITTEE****17 APRIL 2024****ADDITIONAL ITEMS**

9.8	MUNICIPAL FINANCE MANAGEMENT ACT: SECTION 71 MONTHLY AND 52 QUARTERLY BUDGET MONITORING REPORT FOR MARCH 2024
	MUNISIPALE WET OP BESTUUR VAN FINANSIES: ARTIKEL 71 MAANDELIKSE EN 52 KWARTAALLIKSE BEGROTINGSMONITERINGSVERSLAG VIR MAART 2024
	UMTHETHO WOLAWULO LWEMALI KAMASIPALA: ICANDELO 71 INGXELO YOKUBEKA ESWENI UHLAHLO LWABIWO-MALI LWEKOTA KUNYE NE-52 YEKOTA EYOKWINDLA 2024

RECOMMENDED that

1. The content of the Section 71 Monthly Budget Monitoring Report for March 2024 and the supporting documentation be noted;
2. The content of the Section 52 Quarterly Report on the implementation of the budget and financial affairs of Drakenstein Municipality referred to in Section 52(d) of the MFMA be noted; and
3. It be noted that the Section 71 Monthly and 52 Quarterly Budget Monitoring Report for March 2024 was submitted to the Executive Mayor; National Treasury and Provincial Treasury on 15 April 2024, being the 10th working day after the end of March 2024.

Meeting: MC – 17/04/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Viola	
Coll No: 2154022		Referred from: Finance Serv Portf-16/04/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

DRAKENSTEIN MUNICIPALITY

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9.9	APPROVAL OF THE 3 RD SPECIAL ADJUSTMENTS BUDGET FOR THE 2023/2024 FINANCIAL YEAR
	GOEDKEURING VAN DIE 3 ^{DE} SPESIALE AANSUIWERINGSBEGROTING VIR DIE 2023/2024 FINANSIËLE JAAR
	UKWAMKELELWA KOHLAHO LWABIWO MALI LWESITHATHU LOLUNGISO OLUKHETHEKILEYO KUNYAKA-MALI KA-2023/2024

RECOMMENDED that

1. The total operating revenue of R3,485,772,326 for the 2023/2024 financial year as set out in Table 1 of the Special Adjustments Budget Report be approved;
2. The operating expenditure of R3,076,951,558 for the 2023/2024 financial year as set out in Table 2 of the Special Adjustments Budget Report be approved;
3. The capital budget expenditure of R495,742,138 for the 2023/2024 financial year as set out in Table 4 of the Special Adjustments Budget Report be approved;
4. The capital expenditure of R495,742,138 to be funded by the following revenue sources as set out in Table 5 of the Special Adjustments Budget Report:
 - 4.1 Capital Replacement Reserve (CRR) (R91,285,931);
 - 4.2 Secured grants to be received from national government, provincial government and other donors (R369,456,207); and
 - 4.3 Developers Contributions (R35,000,000).
5. It be noted that no taxes and tariffs be affected with the approval of this adjustments budget; and
6. Schedules B1 to B10 attached as Appendix 3 to the Special Adjustments Budget Report be approved.

Meeting: MC – 17/04/2024		Submitted by Department: Financial Services	
Ref No: 5/2/2		Author/s: B Brown	
Collab No: 2155468		Referred from: Finance Serv Portf-16/04/2024	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:



DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
17 APRIL 202410. CONFIDENTIAL ITEMSFINANCIAL SERVICES

10.1	DRAKENSTEIN OUTSTANDING COUNCIL PROPERTY LEASE REPORT AS AT 31 MARCH 2024
	DRAKENSTEIN UITSTAANDE RAADSEIENDOM HUURVERSLAG SOOS OP 31 MAART 2024
	INGXELO YAMATYALA EPROPATI YEBHUNGA LASE DRAKENSTEIN NGOBUNJALO NGOMHLA WE 31 EYOKWINDLA 2024

See confidential minutes.

Meeting: MC – 17/04/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Coll No: 2152964		Referred from: Finance Serv Portf-16/04/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

10.2	DRAKENSTEIN OUTSTANDING DEBTORS REPORT AS AT 31 MARCH 2024
	DRAKENSTEIN UITSTAANDE DEBITEUREVERSLAG SOOS OP 31 MAART 2024
	INGXELO YAMATYALA ASE DRAKENSTEIN NGOBUNJALO NGOMHLA 31 EYOKWINDLA 2024

See confidential minutes.

Meeting: MC – 17/04/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Coll No: 2153479		Referred from: Finance Serv Portf-16/04/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

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10.3	WRITING-OFF OF IRRECOVERABLE DEBT REPORT – MARCH 2024
	AFSKRYWING VAN ONINVORDERBARESKULDVERSLAG – MAART 2024
	INGXELO YOKUCINYWA KWAMATYALA ANGAHLAWULWAYO – EYOKWINDLA 2024

See confidential minutes.

Meeting: MC – 17/04/2024		Submitted by Department: Financial Services	
Ref No: 5/15/1		Author/s: A Abrahams	
Coll No: 2152332		Referred from: Finance Serv Portf-16/04/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

11.	URGENT MATTERS
	DRINGENDE SAKE
	IMIBA ENGXAMISEKILEYO

None.

The meeting ended at 11:57.

CHAIRPERSON:DATE:

Confirmed with/without amendments.

FG/mg


DRAKENSTEIN
 MUNISIPALITEIT • MUNICIPALITY • UMASIPALA

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🌐 www.drakenstein.gov.za

✉ customercare@drakenstein.gov.za

📍 Civic Centre, Berg River Boulevard, Faarl 7646

Mayoral Committee Attendance Register

Date: 17 April 2024
Time: 10:00
Venue: Council Chambers

SURNAME	INITIALS	TITLE	SIGNATURE
KORABIE Executive Mayor	SE	CLLR	
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/HOOFSWEEP
 CLLR/ RDL CHRISTEPHINE KEARNS
 DRAKENSTEIN MUNICIPALITY/ MUNISIPALITEIT

17/04/2024

A city of excellence





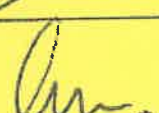





Mayoral Committee Attendance Register

Date: 20 March 2024

Time: 10:00

Venue: Groot Drakenstein Committee Room

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	
PIENAAR Executive Director: Engineering Services	L	MR	
BARNARD Executive Director: Public Safety Acting Executive Director: Community Services	E	MS	
JOSTHA R. OAE	R	MS	
Barerds P	P	MS	
Dippencor	ly		
Engelbrecht (FPAA)	II	MR	
Lategan	CE	Mr	
N October	NC	ms	