

DRAKENSTEIN MUNICIPALITY

MINUTES OF AN ORDINARY MEETING OF THE MUNICIPAL COUNCIL HELD IN THE COUNCIL CHAMBERS, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON WEDNESDAY, 26 JUNE 2024 AT 09:30.

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

Senior Officials:	Dr J H Leibbrandt	(City Manager)
	Mr S Johaar	(Executive Director: Corporate and Planning Services)
	Mr L Pienaar	(Executive Director: Engineering Services)
	Ms E Barnard	(Executive Director: Public Safety and Acting Executive Director: Community Services)
	Ms R Jaftha	(Chief Executive Audit)
	H Vergotine	(Manager: Supply Chain Management)
	Ms C September	(Manager: IDP/PM)
	Mr G Dippenaar	(Chief Risk Officer)
	Mr F P Goosen	(Manager: Administrative Support Services)
	Mr P January	(Senior Administrative Officer)

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



The Speaker requested that a silent prayer be held before the commencement of the proceedings.

1. APPLICATION FOR LEAVE
AANSOEK OM VERLOF
INGXELO NGU SOMLOMO

- | | | | |
|----|-------------------|---|--------------|
| 1. | Cllr L C Arendse | - | Apology; |
| 2. | Cllr F P Cupido | - | Apology; |
| 3. | Cllr C de Waal | - | Apology; |
| 4. | Cllr A Fourie | - | Apology; and |
| 5. | Cllr A van Rooyen | - | Apology. |

2. CONFLICT OF INTERESTS
KONFLIK VAN BELANGE
UKUGQUBANA KWEMIDLA

The City Manager and section 56 Managers declared their interest in terms of Item 12.5 on the Confidential Agenda.

3. STATEMENTS BY THE SPEAKER
VERKLARINGS DEUR DIE SPEAKER
INGXELO NGU SOMLOMO

The Speaker made the following announcements:

1. Reminded ward councillors to have at least one ward committee and one public meeting for the last quarter, April to June 2024, before 25 June 2024 and that the minutes must be submitted timeously;
2. Congratulated councillors who celebrated their birthdays in June;
3. Requested all ward councillors to finalise their new ward projects for the financial year 2024/2025 by 30 June 2024. Requested that the list on the supplied form to be completed, signed at the bottom and submitted to the Office of the Speaker. Also requested to clearly indicate direct donations where applicable;
4. Reminded the ward councillors of ward 12; 16; 17; 19; 21; 22; 24; 25; 26; 28 and 29 of the Flooding Mitigation Study meeting to be held in the Council Chambers on Wednesday, 26 June 2024 from 12h00 to 13h00 and that attendance is compulsory;



5. Reminded ward councillors that it is their duty to inform the Office of the Speaker of any changes in the detail of their ward committee, especially where a committee member has passed away or has re-located out of the ward. Requested that changed in banking details, via a bank-stamped Account Confirmation Letter, must be submitted to the Office of the Speaker without delay. Informed ward councillors that the cut-off date for these changes is 30 August 2024 in order to process the September 2024 stipends on time;
6. Informed council that a motion was received and to be dealt with under confidential;
7. Informed councillors that council will be on recess as from 27 June 2024 to 07 July 2024; and
8. Requested councillors to adhere to the Code of Conduct for Councillors when it comes to communication with the media or on social media.

4. STATEMENTS BY THE EXECUTIVE MAYOR
VERKLARINGS DEUR DIE UITVOERENDE BURGEMEESTER
INGXELO NGU SODOLOPHU WESIGQEBA

The Executive Mayor made the following announcements:

1. Thanked all political parties for the disciplined behaviour of councillors during the recent the election;
2. Informed council that he will submit a monthly report to council in July; and
3. Requested all councillors to work together to improve service delivery.

5. STATEMENTS BY THE DEPUTY EXECUTIVE MAYOR
VERKLARINGS DEUR DIE UITVOERENDE ONDERBURGEMEESTER
INGXELO LISEKELA LIKASODOLOPHU WESIGQEBA

The Deputy Executive Mayor provided feedback on the matter raised under point 9.2 in the Council minutes of 30 May 2024, by indicating that everybody who qualified received the subsidy due to them.

6. URGENT MATTERS BY THE CITY MANAGER
DRINGENDE SAKE DEUR DIE STADSBESTUURDER
IMIBA ENGXAMISEKILEYO NGU MANEJALA WESIXEKO

None.



DRAKENSTEIN MUNICIPALITY -
MINUTES: COUNCIL/RAAD/IBHUNGA
26 JUNE 2024

25

7. MINUTES: MAYORAL COMMITTEE
NOTULE: BURGEMEESTERSKOMITEE
IMIZUZU: IKOMITI KASODOLOPHU

The minutes of the meeting of the Mayoral Committee held on 22 May 2024 was noted.

8. CONFIRMATION OF MINUTES
BEKRAGTIGING VAN NOTULES
UKUQINISEKISWA KWEMIZUZU

The minutes of the Ordinary Municipal Council meeting held on 30 May 2024 was confirmed as correct.

9. ITEMS FOR CONSIDERATION
ITEMS VIR OORWEGING
IMIBA YOKUQWALASELWA

9.1 OUTCOME OF THE ANNUAL AUDIT COMMITTEE PERFORMANCE ASSESSMENT 2023/2024
UITSLAG VAN DIE JAARLIKSE OUDITKOMITEE PRESTASIE EVALUERING 2023/2024
ISIPHUMO SOVAVANYO LOKUSEBENZA KWEKOMITI YOPHICOTHU-ZINCWADI YONYAKA 2023/2024

Mr R Najjaar, Chairperson of the Audit Committee, was present at the meeting for items 9.1 to 9.5.

UNANIMOUSLY RESOLVED that

The outcome of the annual Audit Committee (AC) performance assessment be noted.

Meeting: Council-26/06/2024		Submitted by Department: Internal Audit	
Ref no: 3/3/1/3/9/1		Author/s: R Jaftha	
Coll No: 2166056		Referred from: MC – 18/06/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
26 JUNE 2024

26

9.2 AMENDED AUDIT COMMITTEE CHARTER
AANGEPASTE OUDITKOMITEE STIGTINGSAKTE
IKOMITI YOPHICOTHU-ZINCWADI ELUNGISIWEYO

The MMC indicated that the change in name of the Audit Committee to Audit and Performance Management Committee as proposed by Councillor AM Richards of the ANC will be considered during the next review of the Charter.

UNANIMOUSLY RESOLVED that

The amended Audit Committee Charter 2023/2024 be approved.

Meeting: Council-26/06/2024	Submitted by Department: Internal Audit		
Ref no: 3/3/1/3/9/1	Author/s: R Jaftha		
Coll No: 2166392	Referred from: MC – 18/06/2024		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
	Implement decision	Internal Audit	

9.3 APPOINTMENT OF THE MEMBERS AND CHAIRPERSON OF THE MUNICIPAL AUDIT COMMITTEE
AANSTELLING VAN DIE LEDE EN VOORSITTER VAN DIE MUNISIPALE OUDITKOMITEE
UKUTYUNJWA KWAMALUNGU NOSIHLALO WEKOMITI YOPHICOTHU-ZINCWADI KAMASIPALA

UNANIMOUSLY RESOLVED that

1. Mr Mervyn Burton, Mr Mario Basson and Ms Kirstie Talmakkies be appointed as members of the municipal Audit Committee for a period of 3 years commencing on 01 August 2024 to 31 July 2027; and
2. Mr Pieter Strauss be appointed as the chairperson of the Audit Committee from 01 August 2024 to 31 July 2026.

Meeting:	Council–26/06/2024	Submitted by Department:	Internal Audit
Ref no:	3/3/1/3/9/1	Author/s:	R Jaftha
Coll No:	2173771	Referred from:	MC – 18/06/2024
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
1-2	Implement decision	Internal Audit	



DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA-
26 JUNE 2024

27

9.4	AUDIT COMMITTEE REPORT
	OUUDITKOMITEE VERSLAG
	INGXELO YEKOMITI YOPHICOTHO ZINCWADI ZEMALI

UNANIMOUSLY RESOLVED that

The report of the Audit Committee be noted.

Meeting: Council-26/06/2024		Submitted by Department: Internal Audit	
Ref no: 9/1/1/6		Author/s: R Jaftha	
Coll No: 2165511		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

9.5	AUDIT COMMITTEE FEE INCREASE 2024/2025
	OUUDITKOMITEE FOOI VERHOGING 2024/2025
	UNYUSO MRHUMO WEKOMITI YOPHICOTHO-ZINCWADI NGO 2024/2025

UNANIMOUSLY RESOLVED that

The following in respect of the remuneration of Audit Committee members as from 01 July 2024 be approved:

1. A remuneration rate of R1 510 per hour be paid to the chairperson and R1 210 per hour be paid to ordinary Audit Committee members for attending Audit Committee meetings;
2. Preparation time up to 3 hours at a rate of half the hourly meeting rate per hour, which is R755 per hour for the chairperson and R605 per hour for an ordinary member;
3. Members be paid the preparation rate per hour for attending a conference/workshop pre-approved by the City Manager;
4. For any ad hoc meeting attended by Audit Committee members with a municipal official, remuneration be at the preparation rate per hour; and
5. No person working for any organ of state will be remunerated for serving in the Audit Committee. If a person is appointed as an Audit Committee member, he or she will be given an opportunity to serve free of charge or resign.

Meeting: Council-26/06/2024	Submitted by Department: Internal Audit		
Ref no: 3/3/1/3/9/1	Author/s: R Jaftha		
Coll No: 2156019	Referred from: MC – 18/06/2024		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
1-5	Implement decision	Internal Audit	



9.6 LEASE OF THE MUNICIPAL PROPERTY SITUATED ON ERF 19519 PAARL (WARD 9)
HUR VAN MUNISIPALE EIENDOM GELEË OP ERF 19519 PAARL (WYK 9)
UKUQESHA KWEPROPATI KAMASIPALA EKWISIZA-19519 PAARL (WADI 9)

UNANIMOUSLY RESOLVED that

1. In terms of Regulation 34 of the Municipal Asset Transfer Regulations read together with Paragraph 13 of the Asset Transfer Policy (2021) approval be granted for the lease in respect of the municipal property situated on Erf 19519 Paarl, known as Ikhwezi Community Centre, measuring $\pm 1,9190$ ha in extent, to Isidiliya, a non-profit organisation, for a period of 3 (three) years for educational and community development purposes, subject to the standard lease conditions as well as the following terms and conditions:
 - 1.1 The property be leased *gratis* and the lessee only be liable for the costs related to consumption of services;
 - 1.2 The subject property only be used for social, community and educational purposes and no other activities will be allowed;
 - 1.3 Further to para 1.2 above the property may only be sub-leased to the LEAP Maths and Science School and only be utilised for educational purposes as per the LEAP Institute programmes at this stage;
 - 1.4 The lessee must sub-lease the subject property to the sub-lessee *gratis*;
 - 1.5 No other uses, apart from the LEAP school related activities, are permitted at this stage, without the prior written approval of the Municipality;
 - 1.6 Isidiliya will be responsible for all municipal services, connection fees and services consumption, etc. if applicable;
 - 1.7 All administrative, legal and technical requirements be adhered to;
 - 1.8 The lessee is required to obtain approval from Heritage Western Cape for any development on the site, including the demolition, alteration or maintenance of the existing structures, at their own cost;
 - 1.9 The lessee will be responsible for the cost of any studies, information or appointments requested by Heritage Western Cape as part of heritage application process;
 - 1.10 The lessee is within two years, to provide the Municipality with a Site Development Plan indicating all existing and proposed development, demolitions, alterations or maintenance, which must be approved by the Municipality and Heritage Western Cape;



DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
26 JUNE 2024

29

- 1.11 The lessee is required to maintain an updated Site Development Plan for the site, which is to be submitted to the Municipality for review, on a biannual basis; and
- 1.12 The lessee must ensure ongoing compliance with the requirements of the National Heritage Resources Act (No. 25 of 1999) and to address any heritage compliance concerns, which might arise, at their own cost.
2. It be noted that the proposed lease was advertised in the local press for objections, comments, representations or alternative/counter offers by other interested parties. None were received; and
3. In terms of paragraph 13 of the Asset Transfer Policy, the lease of the property be granted by way of direct negotiations as Isidiliya in collaboration with the LEAP Maths and Science School will provide a much needed educational facility with the focus on maths and science to the community in that area as well as the broader community.

Meeting:	Council-26/06/2024	Submitted by Department:	Corporate and Planning Services
Ref no:	15/4/1/ (19519)	Author/s:	N Williams
Coll No:	2156859	Referred from:	MC – 18/06/2024
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
1-3	Implement decision	ED: Corporate and Planning Services	

9.7 PROPOSED ACQUISITION OF ERF 1894 WELLINGTON, KNOWN AS THE IOTT HALL, SITUATED IN VOOR STREET, WELLINGTON (WARD 29)
VOORGESTELDE KOOP VAN ERF 1894 WELLINGTON, BEKEND AS DIE IOTT SAAL, GELEË IN VOORSTRAAT, WELLINGTON (WYK 29)
UKUFUMANA OKUCETYWAYO KWE-ERF 1894 WELLINGTON, EYAZIWA NJENGEHOLO YE-IOTT, EMISE VOOR STREET, WELLINGTON (WADI 29)

UNANIMOUSLY RESOLVED that

The acquisition of Erf 1894 Wellington, known as the IOTT Hall, measuring 773m² in extent, at the amount of R1,700,000.00 from the Order of True Templars of the Western Grand Temple of South Africa, for municipal purposes be approved.

Meeting:	Council-26/06/2024	Submitted by Department:	Corporate and Planning Services
Ref no:	15/4/1/ (1894) W	Author/s:	N October
Coll No:	2159056	Referred from:	MC – 18/06/2024
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
	Implement decision	ED: Corporate and Planning Services	



9.8	PROPOSED SALE OF A PORTION OF KLEIN BOS-EN-DAL STREET TO ADJACENT LANDOWNER OF ERF 3793 PAARL FOR GARDENING PURPOSES (WARD 4)
	VOORGESTELDE VERVREEMDING VAN KLEIN BOS-EN-DALSTRAAT AAN DIE AANGRENSENDE GRONDEIENAAR VAN ERF 3793 PAARL VIR TUINMAAK DOELEINDES (WYK 4)
	UKUTHENGISWA OKUCETYIWEYO KWESAKHIWO SE-KLEIN BOS-EN-DAL STREET UKUYA KUMNINI-MHLABA OXULUMENEYO WE-ERF 3793 PAARL NGEENJONGO ZOKULIMA (WADI 4)

UNANIMOUSLY RESOLVED that

1. In terms of Section 14 of the Municipal Finance Management Act (No.56 of 2003) 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.
2. In terms of Section 14 of the Municipal Finance Management Act (No.56 of 2003) approval be granted for the alienation of the remaining street portion of Klein Bos-en-Dal Street, Paarl (indicated on map marked Annexure A to the departmental report), measuring approximately 260m² in extent, situated adjacent Erf 3793 Paarl for gardening purposes, at a market related selling price of R58,240.00 (R224.00/m²) (VAT excl.) (as determined by an independent valuer) subject to the standard conditions of sale as well as the following conditions:
 - 2.1 The required land use planning application for the closure of the street portion, rezoning to "Conventional Housing" and consolidation with the adjacent property of Erf 3793, Paarl be obtained by and at the cost of the purchaser;
 - 2.2 The street portion sold, only be used for gardening purposes as it is currently used and this condition be registered against the title of the property together with a building restriction servitude;
 - 2.3 All administrative and legal requirements be adhered to; and
 - 2.4 The conditions imposed by the technical department be adhered to.



DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
26 JUNE 2024

31

3. In terms of Paragraph 13 of the Asset Transfer Policy the direct alienation of non-viable portions of municipal land is permitted. In this instance, the street portion is a non-viable portion of land which can only be utilised by the adjacent landowner for gardening purposes. The subject property cannot be utilised independently.

Meeting: Council–26/06/2024		Submitted by Department: Corporate and Planning Services	
Ref no: 15/4/1/ (3686) P		Author/s: N October	
Coll No: 2154412		Referred from: MC – 18/06/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
1-3	Implement decision	ED: Corporate and Planning Services	

9.9 PROPOSED SALE OF PORTION H OF ERF 4921 PAARL RAILWAY RESERVE TO ADJACENT LANDOWNER OF ERF 33039 PAARL FOR CONSOLIDATION WITH THE EXISTING PROPERTY (WARD 16)
VOORGESTELDE VERVREEMDING VAN GEDEELTE H VAN ERF 4921 PAARL SPOORWEG RESERVE AAN DIE AANGRENSENDE GRONDEIENAAR VAN ERF 33039 PAARL VIR KONSOLIDADIE MET DIE BESTAANDE EIENDOM (WYK 16)
UKUTHENGISWA OKUCETYWAYO KWESIQEPHU H SEERF 4921 PAARL RILWAY UGCINELWE KUMNINI-MHLABA OMFUTSHANE WE-ERF 33039 PAARL UKUHLANGANISA NEPROPATI EKHOYO (WADI 16)

UNANIMOUSLY RESOLVED that

1. In terms of Section 14 of the Municipal Finance Management Act (Act 56 of 2003) approval be granted for the alienation of portion H of Erf 4921 Paarl, measuring $\pm 1\,500\text{m}^2$, (unused railway reserve) to the adjacent landowner of Erf 33039 Paarl for expansion of their existing property at a market related selling of R190/m² (VAT excl.) subject to the standard conditions of sale and the following further conditions:
 - 1.1 The proposed transaction be advertised for objections, comments and representations;
 - 1.2 All technical conditions as imposed by the technical departments be adhered to (marked Annexure C attached to the departmental report); and
 - 1.3 All administrative and legal requirements be adhered to.
2. In terms of paragraph 13 of the Asset Transfer Policy the subject property cannot be used as an individual property and transacted with independently and may therefore be alienated to the adjacent landowners.

Meeting: Council-26/06/2024	Submitted by Department: Corporate and Planning Services		
Ref no: 15/4/1/ (4921) P	Author/s: N October		
Coll No: 2160642	Referred from: MC – 18/06/2024		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-2	Implement decision	ED: Corporate and Planning Services	

DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
26 JUNE 2024

32

9.10 REVIEW OF THE RECORDS MANAGEMENT POLICY

HERSIENING VAN DIE REKORDBESTUURSBELEID

UPHONONONGO LOMGAQO-NKQUBO WOLAWULO LWEEREKHODI

UNANIMOUSLY RESOLVED that

1. The reviewed Records Management Policy be approved; and
2. The Electronic Records Management Policy be revoked.

Meeting: Council-26/06/2024	Submitted by Department: Corporate and Planning Services		
Ref no: 2/5/P	Author/s: F Goosen		
Coll No: 2151485	Referred from: MC – 18/06/2024		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
1-3	1. Implement decision 2. Place on intranet and update policy folder 3. Place on website	1. ED: Corporate and Planning Services 2. Administration 3. Communication	

9.11 MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC) MINUTES: APRIL 2024 TO JUNE 2024

MUNISIPALE OPENBARE REKENINGE KOMITEE (MORK) NOTULES: APRIL 2024 TOT JUNIE 2024

IKOMITI YE-AKHAWUNTI ZIKAWONKE WONKE KAMASIPALA (MPAC) IMIZUZU: EPRELI 2024 UKUYA JUNI 2024

The Chairperson of MPAC provided feedback on the matters raised at the Western Cape MPAC meeting.

UNANIMOUSLY RESOLVED that

The minutes of the Municipal Public Accounts Committee meeting held on 11 June 2024 be noted.

Meeting: Council-26/06/2024	Submitted by Department: Corporate and Planning Services		
Ref No:	Author/s:		
Coll No:	Referred from: MPAC- 11/06/2024		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



9.12 COUNCILLORS' OUTSTANDING DEBT REPORT AS AT 31 MAY 2024
RAADSLEDE SE UITSTAANDE SKULDVERSLAG SOOS OP 31 MEI 2024
INGXELO YAMATYALA YOCEBA NGOBUNJALO NGOMHLA 31 UCANZIBE 2024

UNANIMOUSLY RESOLVED that

The content of the report be noted.

Meeting:	Council-26/06/2024	Submitted by Department:	Financial Services
Ref No:	9/1/1/4	Author/s:	A Abrahams
Coll No:	2171677	Referred from:	MC – 18/06/2024
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

9.13 APPROVAL OF THE 4TH SPECIAL ADJUSTMENTS BUDGET FOR THE 2023/2024 FINANCIAL YEAR
GOEDKEURING VAN DIE 4^{DE} SPESIALE AANSUIWERINGSBEGROTING VIR DIE 2023/2024 FINANSIËLE JAAR
UKWAMKELWA KOLUNGISO LOHLAHO LWABIWO MALI OLULODWA LWESI-4 KUNYAKA-MALI KA-2023/2024

UNANIMOUSLY RESOLVED that

1. The total operating revenue of R3,548,851,827 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 R3,130,031,059 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 be approved:
 - 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



DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
26 JUNE 2024

34

6. Schedules B1 to B10 attached as Appendix 1 to the Special Adjustments Budget Report be approved.

Meeting: Council–26/06/2024		Submitted by Department: Financial Services	
Ref No: 5/2/2		Author/s: L Crotz	
Coll No: 2173357		Referred from: MC – 18/06/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
1-6	Implement decision	Chief Financial Officer	

9.14 REPORT ON TENDER AWARDS: MAY 2024

VERSLAG OOR TENDERTOEkENNINGS: MEI 2024

INGXELO NGONIKEZELO LWETHENDA: UCANZIBE 2024

Several councillors requested information as to the extent of the Drommedaris Street upgrade and the phases thereof. It was agreed that a report be submitted detailing the phases of the project, cost thereof and timelines.

The DA party called for a caucus on this matter, which was granted by the Speaker at 10:45. When council resumed at 11:00, they confirmed the request for more information.

UNANIMOUSLY RESOLVED that

1. The awards above R300,000 that were adjudicated by the Bid Adjudication Committee for the month of May 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: Council-26/06/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/5		Author/s: C Hess	
Coll No: 2172417		Referred from: MC – 18/06/2024	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

9.15 REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: MAY 2024

VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: MEI 2024

**INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA
KWINKQUBO ZOKUFUMANA: UCANZIBE 2024**

Several questions relating to the urgent repair of storm damaged infrastructure during the windstorm of 6 and 7 April 2024, the delays in some instances as well as the fact that some reported damages seemed not to be attended to, were posed. It was agreed that feedback on the matter be provided.



DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
26 JUNE 2024

35

UNANIMOUSLY RESOLVED that

1. In terms of paragraph 35(2) of the SCM Policy, the deviations and the reasons for the deviations for the amount of R9,927,883 (incl. VAT) for May 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 R47,184,361 (incl. VAT) for the financial year in the notes to the 2023/2024 annual financial statements as required by legislation.

Meeting:	Council–26/06/2024	Submitted by Department:	Financial Services
Ref No:	9/1/1/5	Author/s:	C Hess
Coll No:	2172444	Referred from:	MC – 18/06/2024
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

9.16 MUNICIPAL FINANCE MANAGEMENT ACT: SECTION 71 MONTHLY BUDGET MONITORING REPORT FOR MAY 2024

MUNISIPALE WET OP BESTUUR VAN FINANSIES: ARTIKEL 71 MAANDELIKSE BEGROTINGSMONITERINGSVERSLAG VIR MEI 2024

UMTHETHO WOLAWULO LWEMALI KAMASIPALA: ICANDELO 71 INGXELO YOKUJONGA UHLAHLO LWABIWO-MALI LWENYANGA UCANZIBE 2024

UNANIMOUSLY RESOLVED that

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

Meeting: Council–26/08/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Viola	
Coll No: 2172900		Referred from: MC – 18/06/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



9.17 EXTENSION OF CONTRACT PERIOD: TENDER COM LES 01/2021: PROVISION OF SECURITY SERVICES FOR DRAKENSTEIN MUNICIPALITY FROM 01 JULY 2021 UNTIL 30 JUNE 2024
VERLENGING VAN KONTRAK PERIODE: TENDER COM LES 01/2021: DIE LEWERING VAN SEKURITEITSDIENSTE VIR DRAKENSTEIN MUNISIPALITEIT VANAF 01 JULIE 2021 TOT 30 JUNIE 2024
UKWANDISWA KWEXESHA LESIVUMELWANO: THENDA COM LES 1/2021: UBONELELO LWENKONZO ZOKHUSELOKWISAYITI SOMASIPALA WASE DRAKENSTEIN KUMMANDLA WASE DRAKENSTEIN UKUSUKELA 01 JULAYI 2021 UKUYA 30 JUNI 2024

UNANIMOUSLY RESOLVED that

1. The proposed extension of contract COM LES 01/2021: Provision of Security Services for Drakenstein Municipality from 1st July 2024 until 28 February 2025 be approved;
2. It be noted that a notice was placed in the local media in terms of section 21A of the Municipal Systems Act in order to solicit written comments and representations from the public; and
3. It be noted that no comments nor representations were received from the public.

Meeting: Council-26/06/2024	Submitted by Department: Public Safety		
Ref No: 8/3/1 (COM LES 1/2021)	Author/s: S Jacobs		
Coll No: 2169748	Referred from: MC – 18/06/2024		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1.	Implement decision	ED: Public Safety	

10. NOTICES OF MOTIONS AND QUESTIONS
OORWEGING VAN MOSIES EN VRAE
UKUQWALASELWA KWEZAZISO ZEZIPHAKAMISO KUNYE NEZAZISO ZEMIBUZO

10.1 HUMAN SETTLEMENTS
MENSLIKE NEDERSETTING
IINDAWO ZOKUHLALA ZABANTU

The motion was withdrawn by Councillor K Gertse.

Meeting: Council-26/06/2024		Submitted by Department: Corporate and Planning Services	
Ref No: 3/3/1/5		Author/s:	
Coll No:		Referred from:	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:



DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
26 JUNE 2024

37

10.2 YOUTH-LED ENTREPRENEURIAL INITIATIVE
JEUGGELEIDE ENTREPRENEURSINISIATIEF
IPHULO LOSHISHINO ELIKHOKELWA LULUTSHA

The motion was withdrawn by Councillor K Gertse.

Meeting: Council-26/06/2024	Submitted by Department: Corporate and Planning Services		
Ref No: 3/3/1/5	Author/s:		
Coll No:	Referred from:		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

11. SUPPLEMENTARY AGENDA
AANVULLENDE AGENDA
I AJENDA EYONGEZIWEYO

11.1 RE-COMPOSITION OF MEMBERS OF SECTION 80 COMMITTEES
HERSAMESTELLING VAN LEDE TOT DIE ARTIKEL 80 KOMITEES
UKUMILISELWA KWAKHONA KWAMALUNGU EKOMITI NECANDELO 80

It was agreed that requests for changes to the members of Committees would be considered going forward.

The proposal of the Deputy Executive Mayor to amend the meeting date and time of both the Finance Portfolio meeting and the Mayoral Committee meeting from 13 to 19 August 2024 at 08:00 and from 14 to 19 August 2024 at 10:00 respectively, was accepted.

It was requested that Mr S Johaar investigate and report back on the compilation of the Training and Development Committee.

UNANIMOUSLY RESOLVED that

1. The establishment of the following revised Section 80 Portfolio Committees be confirmed:
 - 1.1 Community Services Portfolio Committee;
 - 1.2 Corporate and Governance Portfolio Committee;
 - 1.3 Engineering Services Portfolio Committee;
 - 1.4 Financial Services Portfolio Committee;
 - 1.5 Planning and Development Services Portfolio Committee; and
 - 1.6 Public Safety Portfolio Committee.
2. The re-composition and chairpersons (Annexure A attached to the departmental report), as appointed by the Executive Mayor (where applicable on a rotation basis, i.e. Engineering Services and Planning and Development Services), to serve on the Section 80 Committees be noted;



3. It be noted that Ald RH van Nieuwenhuyzen (DA) is replaced by Cllr D America (DA) on the Local Labour Forum (LLF) and Training and Development Committee (Annexure A attached to the departmental report);
4. The revised meeting program for the period July to December 2024 (Annexure B attached to this item) together with the amendments to the meeting date and time of the Finance Portfolio meeting and the Mayoral Committee meeting in August be approved;
5. It be noted that the following Section 79 Committees remained unchanged in terms of its composition:
 - 5.1 Municipal Public Accounts Committee (MPAC); and
 - 5.2 Disciplinary Committee (Code of Conduct for Councillors).
6. It be noted that, with the exception of Ald RA Koegelenberg who is no longer a member of the Appeal Committee, the composition of the committee remains unchanged; and
7. It be noted that Council already established an independent Fraud and Risk Management Committee (FARMCO) as well as an independent Audit Committee.

Meeting: Council-26/06/2024	Submitted by Department: Corporate and Planning Services		
Ref No: 3/3/1/3/1	Author/s: F Goosen		
Coll No: 2175653	Referred from:		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-7	Implement decision	ED: Corporate and Planning Services	

IN-COMMITTEE/ IN-KOMITEE/ KWI-KOMITI	
12. CONFIDENTIAL MATTERS	
VERTROULIKE SAKE	
IMIBA EYIMFIHLO	

12.1 CONFIDENTIAL MINUTES: MAYORAL COMMITTEE	
VERTROULIKE NOTULE: BURGEMEESTERSKOMITEE	
UKUQWALASELWA KWEMIZUZU YEMFIHLO: IKOMITI KASODOLOPHU WESIGQEBA	

See confidential minutes.

12.2 CONFIRMATION OF CONFIDENTIAL MINUTES	
BEKRAGTIGING VAN VERTROULIKE NOTULE	
ISIQINISEKISO SEMIZULU YIMFIHLO	

See confidential minutes.



DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
26 JUNE 2024

39

12.3 WRITING-OFF OF IRRECOVERABLE DEBT REPORT – MAY 2024
AFSKRYWING VAN ONINVORDERBARESKULDVERSLAG - MEI 2024
INGXELO YOKUCINYWA KWAMATYALA ANGAHLAWULWAYO – UCANZIBE 2024

See confidential minutes.

Meeting: Council-26/06/2024		Submitted by Department: Finance	
Ref No: 5/15/1		Author/s: A Abrahams	
Coll No: 2171525		Referred from: MC – 18/06/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

12.4 IMPLEMENTATION PROGRESS REPORT ON MUNICIPAL MINIMUM COMPETENCY LEVELS (MMCL) FOR SENIOR MANAGERS: JUNE 2024
MAANDELIKSE IMPLEMENTERINGSVORDERINGSVERSLAG TEN OPSIGTE VAN MUNISIPALE MINIMUM BEVOEGDHEID VLAKKE (MMBV) VIR SENIOR BESTUURDERS: JUNIE 2024
INGXELO YENKUBO YOKUPHUNYEZWA KUMAZINGA OBUCHULE KAMASIPALA (MMCL) KUBAPHATHI ABAPHEZULU: JUNI 2024

See confidential minutes.

Meeting: Council-26/06/2024		Submitted by Department: Corporate and Planning	
Ref No: 1/4/9		Author/s: M Sibeko	
Coll No: 2173254		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

12.5 ANNUAL PERFORMANCE ASSESSMENT RESULTS FOR THE 2022/2023 FINANCIAL YEAR: CITY MANAGER AND SECTION 56 MANAGERS
JAARLIKSE PRESTASIE ASSESSERINGS RESULTATE VIR DIE 2022/2023 FINANSIËLE JAAR: STADSBESTUURDER EN ARTIKEL 56 BESTUURDERS
IZIPHUMO ZOVAVANYO LONYAKA WOKUSEBENZA KONYAKA-MALI 2022/2023: UMPHATHI WESIXEKO NAKUBAPHATHI BECANDELO 56

See confidential minutes.

Meeting: Council-26/06/2024		Submitted by Department: IDP and Performance Management	
Ref No: 2/2/5		Author/s: C September/ P Barends	
Coll No: 2175202		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



DRAKENSTEIN MUNICIPALITY
MINUTES: COUNCIL/RAAD/IBHUNGA
26 JUNE 2024

40

The meeting ended at 12:19.

CHAIRPERSON:

J.F. le Roux

DATE:

26 July 2024

Confirmed ~~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
 ✉ customercare@drakenstein.gov.za
 📍 Civic Centre, Berg River Boulevard, Paarl 7646

COUNCIL MEETING

Date: 26 June 2024
Time: 09:30
Venue: Council Chambers

SURNAME	NAME	TITLE	SIGNATURE
ADAMS	JH	CLLR	
AMERICA	D	CLLR	
ADRIAANSE	MM	ALD	
ANDERSON	JV	CLLR	
ANDREAS	MA	CLLR	
APPOLLIS	AMB	CLLR	
ARENDSE	LC	CLLR	
ARNOLDS	RB	CLLR	
BARON	E	CLLR	
BESTER	TG	CLLR	
BOLANI	LE	CLLR	
BOOYSEN	VC	CLLR	
CAROLISSEN	D	CLLR	
COMBRINK	GC	ALD	
CUPIDO	FP	CLLR	
CUPIDO	JW	CLLR	

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

26/06/2024

A city of excellence





DRAKENSTEIN

MUNISIPALITEIT • MUNICIPALITY • UMASIPALA

Paarl | Wellington | Gouda | Saron | Simondium

42

+27 21 807 4500 +27 21 872 8054
www.drakenstein.gov.za
customercare@drakenstein.gov.za
Civic Centre, Berg River Boulevard, Paarl 7646

SURNAME	NAME	TITLE	SIGNATURE
KULSEN	G	CLLR	
LANDSBERG	S	CLLR	
LANDU	L	CLLR	
LE ROUX	JF	ALD	
LIEBENBERG	SJ	CLLR	
MANGENA	TC	CLLR	
MATTHEE	LC	CLLR	
MILLER	J	CLLR	
MOOI	TP	CLLR	
NELL	RH	CLLR	
NONGOGO (WANA)	N	CLLR	
RICHARDS	AM	CLLR	
ROSS	S	CLLR	
SAMBOKWE	LS	CLLR	
SAUERMAN	ND	CLLR	
SEPTEMBER	JA	CLLR	
SMIT	J	CLLR	
SOLOMONS	EA	CLLR	
STOFFELS	JNH	CLLR	
STOWMAN	A	ALD	

OFFICE OF THE / KANTOOR VAN DIE
CHIEF MUNICIPAL SWEEP
CLLR/ RDL CHRISTEPHINE KEARNS
DRAKENSTEIN MUNICIPALITY/ MUNISIPALITEIT

26/06/2024



DRAKENSTEIN

MUNISIPALITEIT • MUNICIPALITY • UMASIPALA

Paarl | Wellington | Gouda | Saron | Simondium

43

+27 21 807 4500 +27 21 872 8054

www.drakenstein.gov.za

customer@drakenstein.gov.za

Civic Centre, Berg River Boulevard, Paarl 7646

SURNAME	NAME	TITLE	SIGNATURE
CUPIDO	PBA	CLLR	
CYSTER	L	CLLR	
DE KOCK	J	CLLR	
DU PLESSIS	AJ	CLLR	
DUBA	BP	CLLR	
DE WAAL	C	CLLR	Apology
FOURIE	A	CLLR	Apology
GANANDANA	S	CLLR	
GERTSE	KJ	CLLR	
GODONGWANA	N	CLLR	
GOUWS	E	ALD	
GRAVEL	S	CLLR	
JACOBS	B	CLLR	
JACOBS	CM	CLLR	
JACOBS	F	CLLR	
KEARNS	C	ALD	
KLAASTE	CO	CLLR	
KOEGELENBERG	RA	ALD	
KORABIE	S	CLLR	
KROUTZ	C	CLLR	

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

26/06/2024

A city of excellence



DRAKENSTEIN

MUNISIPALITEIT • MUNICIPALITY • UMASIPALA

Paarl | Wellington | Gouda | Saron | Simondium

+27 21 807 4500 +27 21 872 8054
 www.drakenstein.gov.za
 customercare@drakenstein.gov.za
 Civic Centre, Berg River Boulevard, Paarl 7646

SURNAME	NAME	TITLE	SIGNATURE
STULWENI	AM	CLLR	
VAN NIEKERK	LT	CLLR	
VAN NIEUWENHUYZEN	RH	ALD	
VAN ROOYEN	A	CLLR	
VAN SANTEN	AJ	CLLR	
VAN WILLINGH	B	CLLR	
XHEGO	Z	CLLR	
ZOYA	N	CLLR	
ZWINYE	M	CLLR	

OFFICE OF THE/ KANTOOR VAN DIE
 CHIEF WHIP/HOOFSWEEP
 CLLR/ RDL CHRISTEPHINE KEARNS
 DRAKENSTEIN MUNICIPALITY/ MUNISIPALITEIT

26/06/2024



COUNCIL MEETING

Date: 26 June 2024

Time: 09:30

Venue: Council Chambers

OFFICIALS

NAME AND SURNAME	SIGNATURE
DR JH LEIBBRANDT CITY MANAGER	
B BROWN CHIEF FINANCIAL OFFICER	
S JOHAAR EXECUTIVE DIRECTOR: CORPORATE AND PLANNING SERVICES	
L PIENAAR EXECUTIVE DIRECTOR: ENGINEERING SERVICES	
E BARNARD EXECUTIVE DIRECTOR: PUBLIC SAFETY	
R Nuyar AC CHAIR	
Manager: JEM (H. Vryothke) Stand-in	
Gerret Ruyterman CEO	
C. September (IDP/PM)	
R JASTHA (MAG)	

L Davids