

**DRAKENSTEIN MUNICIPALITY**

**MINUTES OF AN ORDINARY MEETING OF THE MUNICIPAL COUNCIL HELD IN THE COUNCIL CHAMBERS, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON FRIDAY, 23 AUGUST 2024 AT 09:30.**

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

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

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



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<b>1. APPLICATION FOR LEAVE</b>
<b>AANSOEK OM VERLOF</b>
<b>INGXELO NGU SOMLOMO</b>

- |    |                      |   |              |
|----|----------------------|---|--------------|
| 1. | Cllr D America       | - | Apology;     |
| 2. | Cllr JV Anderson     | - | Apology;     |
| 3. | Cllr LE Bolani       | - | Apology;     |
| 4. | Cllr AJ du Plessis   | - | Apology;     |
| 5. | Cllr L Landu         | - | Apology;     |
| 6. | Cllr LC Matthee      | - | Apology;     |
| 7. | Cllr J van Schalkwyk | - | Apology; and |
| 8. | Cllr B van Willingh  | - | Apology.     |

<b>2. CONFLICT OF INTERESTS</b>
<b>KONFLIK VAN BELANGE</b>
<b>UKUGQUBANA KWEMIDLA</b>

**None.**

<b>3. STATEMENTS BY THE SPEAKER</b>
<b>VERKLARINGS DEUR DIE SPEAKER</b>
<b>INGXELO NGU SOMLOMO</b>

The Speaker made the following announcements:

1. Reminded ward councillors to have at least one ward committee and one public meeting for the current quarter, July 2024 to September 2024, and that the minutes and signed attendance registers must be submitted timeously;
2. Congratulated councillors who celebrated their birthdays in August;
3. Reminded councillors who have not yet completed their declaration of interests to do so after today's council meeting;
4. Welcomed Councillor MCC Jooste to the meeting; and
5. Provided the following feedback on the first joint Mayor's/Speaker's Conference, organised by Salga national, that he and the Executive Mayor attended at Polokwane:
  - a. The general positive ambience experienced regarding governance with a consensus seeking outcome resulting from the recent election;
  - b. The necessity of Mayor's/Speaker's playing a leading role regarding bridge building political interactions;



- c. The roles and responsibilities of Mayor's/Speaker's and them working together but also allowing each to operate in their legislative and executive mandated responsible areas;
- d. Discussion of the most recent local governance reported court cases and the impact thereof; and
- e. A better understanding of the challenges facing local government regarding price increases, lack of expertise, migration, unfunded mandates and political instability.

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

The Executive Mayor presented his report as fully set out in the enclosed annexure.



Welcome, Councillors, to this month's Council Meeting. I would like to report on the following Portfolio's:

**Portfolio Solid Waste:**

<b>IDP ACTIVITY</b>	<b>Description</b>	<b>Complete</b>
<b>Illegal Dumping</b>	Purchasing of Solid Waste Skips R1 million completed	✓

**Portfolio Human Settlements and Urbanization:**

<b>IDP ACTIVITY</b>	<b>DESCRIPTION</b>	<b>Complete</b>
<b>Management and Maintenance</b>	<b>Maintenance of Services in informal settlements:</b> Ongoing. Continuous EPWP clean-ups are carried out daily. Despite these efforts, there is a grave need for community buy in and co-operation to ensure that undue illegal dumping is stopped.	✓
<b>Development of new basic services in informal settlements</b>	<b>Development of new basic services in informal settlements:</b> Council approved funding for the rollout and installation of more basic services during the 2024/2025 financial year. Site inspections are currently undertaken by technical team.	✓



**Portfolio Social Development, Sport and Recreation:**

<b>IDP ACTIVITY</b>	<b>Description</b>	<b>Complete</b>
<b>Paarl Overnight Shelter</b>	Purchasing of Containers	✓
<b>Wellington Overnight Shelter</b>	Fencing at the back of the shelter has been installed	✓
<b>Daljosafat Sportground</b>	Completed first 60-Seater Containerized seating. Will start to use from next week onwards. Lights have been upgraded at the Stadium.	✓
<b>Community Facilities</b>	To ensure our communities have access to safe spaces to gather for community events and sport related activities we purchased the I.O.T.T hall in wellington.	✓





**Portfolio: Corporate and Governance:**

1. To combat corruption and promote good governance, we have amended to Audit committee charter and filled vacancies within the Audit Committee and Chairperson. We have also revised the Fraud and Risk Charter and re-appointed two competent members for a further 3-year term on FARMCO.
2. To strengthen the municipality's record-keeping and to comply with legislative requirements, the Record Management Policy were amended and approved.
3. Slightly more than two months since the elections, I want to express my sincere thanks to the political parties, who complied with municipal by-laws, by removing their posters timeously. However, there are isolated instances where a few posters remain, I would urge councillors to notify my office where it exists. Municipal staff will then remove them and the cost will be deducted from the deposit.
4. Surveying comments on building plan applications exceeding 500sqm submitted to building control within ten working days. Must state with only 1 survey technician, the comments are concluded within 7 days.
5. In term of legislative requirements, the Audit Committee's Charter must be reviewed annually. In compliance with legislations and enhancing accountability, this Charter sets out the authority, membership, term of office and duties and responsibilities of the Audit Committee. On 24 June 2024, Council approved the amended Audit Committee Charter. Coupled with this, a new committee and chairperson were appointed, which commenced its duties on 1 August 2024.
6. Council also formalized the lease to Isidilya Foundation and sub-lease to LEAP (who provides excellent free tuition in Maths and Science to disadvantaged students), without any charges.

**Portfolio: Planning, Economic Development and Tourism:**

**Creating job and economic opportunities:** Yes completed - Estimated 1660 temporary jobs created through construction work for the budget year ending July 2024.

**Focusing on SMME and entrepreneurship development:** SMME capacity building completed with Entrepreneurs in Paarl & Wellington.



**Small business development and further skills development.** Training in hospitality sector for Tourist Guides 10 guides was trained and received certification.

**Engaging and collaborating with role players to attract investment:** Yes the new Optenhorst Development in Noorder Paarl.

**Implementing an Informal Economy Enhancement Strategy: The strategy is being implemented.**

Enhancing small business support: Small business support is done with businesses through facilitating funding sessions with SEDA.

### **In Conclusion:**

This report highlights some of the key issues and challenges facing our municipality, as well as the actions being taken to address them. I would like to thank our Councillors, officials, and stakeholders for their hard work and commitment to making Drakenstein a better place for all.



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| <b>5. STATEMENTS BY THE DEPUTY EXECUTIVE MAYOR</b>        |
| <b>VERKLARINGS DEUR DIE UITVOERENDE ONDERBURGEMEESTER</b> |
| <b>INGXELO LISEKELA LIKASODOLOPHU WESIGQEBA</b>           |

None.

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| <b>6. URGENT MATTERS BY THE CITY MANAGER</b>       |
| <b>DRINGENDE SAKE DEUR DIE STADSBESTUURDER</b>     |
| <b>IMIBA ENGXAMISEKILEYO NGU MANEJALA WESIXEKO</b> |

None.

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|--------------------------------------|
| <b>7. MINUTES: MAYORAL COMMITTEE</b> |
| <b>NOTULE: BURGEMEESTERSKOMITEE</b>  |
| <b>IMIZUZU: IKOMITI KASODOLOPHU</b>  |

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

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| <b>8. CONFIRMATION OF MINUTES</b> |
| <b>BEKRAGTIGING VAN NOTULES</b>   |
| <b>UKUQINISEKISWA KWEMIZUZU</b>   |

The minutes of the Ordinary Municipal Council meeting held on 26 July 2024 was confirmed as correct.

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| <b>9. ITEMS FOR CONSIDERATION</b> |
| <b>ITEMS VIR OORWEGING</b>        |
| <b>IMIBA YOKUQWALASELWA</b>       |

- |   |
|---|
| <b>9.1 AMENDED AUDIT COMMITTEE CHARTER</b>                |
| <b>AANGEPASTE OUDITKOMITEE STIGTINGSAKTE</b>              |
| <b>IKOMITI YOMTHETHO WOPHICOTHU-ZINCWADI ELUNGISIWEYO</b> |

**UNANIMOUSLY RESOLVED that**

The amended Audit and Performance Committee Charter be approved.

Meeting: Council-23/08/2024	Submitted by Department: Internal Audit		
Ref no: 3/3/1/3/13	Author/s: R Joffha		
Coll No: 2188935	Referred from: MC – 19/08/2024		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:





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**9.2 REPLACEMENT OF FORMER COUNCILLORS JNH STOFFELS AND G KULSEN BY COUNCILLORS MCC JOOSTE AND J VAN SCHALKWYK AS PROPORTIONAL MEMBERS OF THE MUNICIPAL COUNCIL**

**VERVANGING VAN VOORMALIGE RAADSLEDE JNH STOFFELS EN G KULSEN DEUR RAADSLEDE MCC JOOSTE EN J VAN SCHALKWYK AS PROPORSIONELE VERTEENWOORDIGERS OP DIE MUNISIPALE RAAD**

**UKUTSHINTSHWA KWALOWO WAYESAKUBA NGAMABHUNGA U-JNH STOFFELS NO-G KULSEN NGOCEBA U-MCC JOOSTE NO-J VAN SCHALKWYK NJENGAMALUNGU ALINGANAYO EBHUNGA LIKAMASIPALA**

**UNANIMOUSLY RESOLVED that**

The replacement of former Councillors Johannes Nicolaas Hendrik Stoffels and Gavin Kulsen by Councillors Merencia Charlotte Charmain Jooste and Johan van Schalkwyk as representatives of the GOOD party on the Drakenstein Municipal Council, as from 02 August 2024, be noted.

Meeting: Council-23/08/2024	Submitted by Department: Corporate and Planning Services
Ref no: 3/8/1	Author/s: F Goosen
Coll No: 2189304	Referred from: MC - 19/08/2024
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

**9.3 THE BUDGET/INTEGRATED DEVELOPMENT PLAN (IDP)/PERFORMANCE MANAGEMENT (PM)/SPATIAL DEVELOPMENT FRAMEWORK (SDF) TIME SCHEDULE**

**DIE BEGROTING/GEÏNTEGREERDE ONTWIKKELINGSPLAN (GOP)/PRESTASIE-BESTUUR (PB)/RUIMTELIKE ONTWIKKELINGSRAAMWERK (ROR) TYDSKEDULE**

**UHLAHO LWABIWO-MALI/ISICWANGCISO SOPHUHLISO ESIHLANGANISIWEYO (IDP)/ULAWULO LOKWENZIWA KOMSEBENZI (PM)/ISIKHOKELO SOPHUHLISO LOMHLABA (SDF) ISHEDYULI YEXESHA**

**UNANIMOUSLY RESOLVED that**

1. The 2025/2026 Budget/IDP/PM/SDF Time Schedule, attached as Annexure A to the departmental report, be approved; and
2. An advertisement be placed on the Municipal Website as prescribed in legislation to notify the public of the adoption of the Budget/IDP/PM/SDF Time Schedule for 2025/2026.

Meeting: Council-23/08/2024	Submitted by Department: Corporate and Planning Services
Ref no: 2/2/5	Author/s: C September
Coll No: 2192783	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
1-2	Implement decision
	<u>RESPONSIBLE DEPARTMENT:</u>
	Manager: IDP and Research and Development
	<u>DUE DATE:</u>



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<b>9.4 LEASE OF A PORTION OF ERF 4916 PAARL (WARD 17)</b>
<b>HUUR VAN 'N GEDEELTE VAN MUNISIPALE EIENDOM (WYK 17)</b>
<b>UKUQESHA KWESIQEPHU SEERF 4916 PAARL (WADI 17)</b>

The item was withdrawn and referred to the Portfolio Committee.

Meeting: Council-23/08/2024		Submitted by Department: Corporate & Planning Services	
Ref no: 15/4/1 (4916) P		Author/s: N Williams	
Coll No: 2172520		Referred from: MC – 19/08/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
	Re-submit item	ED: Corporate and Planning Services	

<b>9.5 LEASE OF THE MUNICIPAL PARKING AREA SITUATED ON A PORTION OF ERF 1893 PAARL (WARD 4)</b>
<b>HUUR VAN MUNISIPALE PARKEERAREA GELEË OP 'N GEDEELTE VAN ERF 1893 PAARL (WYK 4)</b>
<b>UKUQESHA KWENDAWO YOKUPAKA KAMASIPALA EMI KWISIQEPHU SE – ERF 1893 PAARL (WADI 4)</b>

**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 of the municipal parking area situated on a portion of Erf 1893 Paarl to La Rochelle Girls' Primary School via direct negotiations for parking purposes, subject to the standard lease conditions as well as the following terms and conditions:
  - 1.1 The property will be leased at a monthly rental of R1,164.54 (R41.59 per parking bay per month) (VAT excluded and 6 % escalation per annum included);
  - 1.2 The property may not be sub-leased or used for commercial purposes;
  - 1.3 The applicant will have exclusive use of parking bays numbered 1 - 28;
  - 1.4 The applicant will be responsible for the maintenance, safeguarding and cleaning of the subject property;
  - 1.5 Any construction or improvements made on the property whether temporary or permanent in nature must be done in consultation with and prior approval from the Department: Engineering Services (Facility Management);
  - 1.6 At the expiry of the agreement, all improvements to the property will become the property of the Municipality and no compensation will be payable to the applicant for any improvements; and



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- 1.7 All administrative, legal and technical requirements be adhered to.
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 the property is currently vacant and the proposed lease will alleviate the parking problem in the area.

Meeting: Council-23/08/2024	Submitted by Department: Corporate and Planning Services		
Ref no: 15/4/1 (1893) P	Author/s: N Williams		
Coll No: 2162978	Referred from: MC – 19/08/2024		
<b>PAR:</b>	<b>ACTION:</b>	<b>RESPONSIBLE DEPARTMENT:</b>	<b>DUE DATE:</b>
1-3	Implement decision	ED: Corporate and Planning Services	

<b>9.6 LEASE OF THE MUNICIPAL BUILDING SITUATED ON A PORTION OF ERF 5810 COODE STREET, WELLINGTON (WARD 11)</b>
<b>HUR VAN MUNISIPALE EIENDOM GELEË OP 'N GEDEELTE VAN ERF 5810 COODESTRAAT, WELLINGTON (WYK 11)</b>
<b>UKUQESHA KWESAKHIWO SIKAMASIPALA ESIMI KWISIQEPHU SEERF 5810 COODE STREET, WELLINGTON (WADI 11)</b>

**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 renewal of the lease of a portion of Erf 5810, Coode Street, Wellington to Lollypop Educare Centre (NPO Registration No 099-722), measuring  $\pm 300\text{m}^2$  in extent, for the purpose of a crèche, aftercare and educare centre, subject to the standard lease conditions as well as the following terms and conditions:
- 1.1 The property will be leased at a subsidised rental amount of R483.48 per month (VAT excluded, 4% escalation per annum included);
- 1.2 The lease endures for a period of five (5) years backdated from 01 June 2023;
- 1.3 The lessee be responsible for payment of all municipal services, connection fees and services consumption, etc. if applicable;
- 1.4 All existing lease conditions remain applicable;
- 1.5 The lessee be responsible for security of the premises; and
- 1.6 All administrative, technical and legal requirements be adhered to.



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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; and
3. In terms of paragraph 13 of the Asset Transfer Policy, the property be leased by way of direct negotiation as the transaction entails a renewal of an existing lease agreement. Furthermore, a competitive process was followed during which other parties had the opportunity to submit an application. None were received.

Meeting: Council-23/08/2024		Submitted by Department: Corporate and Planning Services	
Ref no: 15/4/1 (5810) W		Author/s: N Williams	
Coll No: 2173225		Referred from: MC ~ 19/08/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
1-3	Implement decision	ED: Corporate and Planning Services	

<b>9.7 LEASE OF MUNICIPAL PROPERTY SITUATED ON ERF 671 WELLINGTON (WARD 18)</b>
<b>HUUR VAN MUNISIPALE EIENDOM GELEË OP ERF 671 WELLINGTON (WYK 18)</b>
<b>UKUQESHWA KWEPROPATI KAMASIPALA EKU-ERF 671 WELLINGTON (WADI 18)</b>

**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 of the municipal property namely Erf 671, Pentz Street, Wellington, measuring  $\pm 1\,110\text{m}^2$  in extent, to Ubuntu Development Initiative NPC (2017/001753/08) to be used as an information technology training centre, an after school support internet café and related activities, subject to the standard lease conditions as well as the following further conditions:
  - 1.1 A subsidised monthly rental of R592.86 (VAT excluded and 4% escalation per annum included) will be applicable;
  - 1.2 A lease period of three (3) years will apply backdated as from 01 April 2023;
  - 1.3 The subject property only be used specifically as an information technology training centre, an aftercare internet café and related activities (social and community purposes);
  - 1.4 The lessee be responsible for payment of all municipal services, connection fees and services consumption, etc. if applicable;
  - 1.5 The lessee be responsible for the security of the premises; and
  - 1.6 All administrative, technical and legal requirements be adhered to.





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2. It be noted that the proposed lease was advertised in the local press for objections, comments and representations from the public, and that none were received; and
3. In terms of paragraph 13 of the Asset Transfer Policy, the property be leased by way of direct negotiation as the transaction entails a renewal of an existing lease agreement. Furthermore, a competitive process was followed during which other parties had the opportunity to submit an application. None were received.

Meeting: Council-23/08/2024 Ref no: 15/4/1 (671) P Coll No: 2174896		Submitted by Department: Corporate and Planning Services Author/s: N Williams Referred from: MC – 19/08/2024	
<u>PAR:</u>  1-3	<u>ACTION:</u>  Implement decision	<u>RESPONSIBLE DEPARTMENT:</u>  ED: Corporate and Planning Services	<u>DUE DATE:</u>

**9.8 COUNCILLORS' OUTSTANDING DEBT REPORT AS AT 31 JULY 2024**

**RAADSLEDE SE UITSTAANDE SKULDVERSLAG SOOS OP 31 JULIE 2024**

**INGXELO YAMATYALA YOCEBA NGOBUNJALO NGOMHLA 31 EYEKHALA 2024**

**UNANIMOUSLY RESOLVED that**

The content of the report be noted.

Meeting: Council-23/08/2024 Ref No: 9/1/1/4 Coll No: 2189278		Submitted by Department: Financial Services Author/s: A Abrahams Referred from: MC – 19/08/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

**9.9 MUNICIPAL FINANCE MANAGEMENT ACT: SECTION 71 MONTHLY BUDGET MONITORING REPORT FOR JULY 2024**

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

**UMTHETHO WOLAWULO LWEMALI KAMASIPALA: ICANDELO 71 INGXELO YOKUJONGA UHLAHO LWABIWO-MALI LWENYANGA EYEKHALA 2024**

**UNANIMOUSLY RESOLVED that**

1. The content of the Section 71 Monthly Budget Monitoring Report for July 2024 and the supporting documentation be noted; and





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2. It be noted that the Section 71 Monthly Budget Monitoring Report for July 2024 was submitted to the Executive Mayor, National Treasury and Provincial Treasury on 15 August 2024, being the 10<sup>th</sup> working day after the end of July 2024.

Meeting: Council–26/08/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Viola	
Coll No: 2189500		Referred from: MC – 19/08/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

**9.10 APPROVAL OF THE SPECIAL ADJUSTMENTS BUDGET FOR THE 2024/2025 FINANCIAL YEAR**

**GOEDKEURING VAN DIE SPESIALE AANSUIWERINGSBEGROTING VIR DIE 2024/2024 FINANSIËLE JAAR**

**UKWAMKELWA KOLUNGISO LOHLAHLLO LWABIWO MALI OLULODWA KUNYAKA-MALI KA-2024/2025**

**UNANIMOUSLY RESOLVED that**

1. The Capital Budget roll-overs as reflected in Appendix 1 of the Special Adjustments Budget Report be approved;
2. The reasons for the committed roll-overs as reflected in Appendix 1 of the Special Adjustments Budget Report be approved;
3. The total operating revenue of R4,006,244,335 for the 2024/2025 financial year as set out in Table 1 of the Special Adjustments Budget Report be approved;
4. The operating expenditure of R3,329,892,030 for the 2024/2025 financial year as set out in Table 2 of the Special Adjustments Budget Report be approved;
5. The capital budget expenditure of R780,407,932 for the 2024/2025 financial year as set out in Table 4 of the Special Adjustments Budget Report be approved;
6. The capital expenditure of R780,407,932 to be funded by the following revenue sources as set out in Table 5 of the Special Adjustments Budget Report:
  - 6.1 Capital Replacement Reserve (CRR) (R106,572,862);
  - 6.2 Secured grants to be received from national government, provincial government and other donors (R657,835,070); and
  - 6.3 Developers Contributions (R16,000,000).
7. It be noted that no taxes and tariffs be affected with the approval of this adjustments budget; and



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

Meeting: Council – 23/08/2024		Submitted by Department: Financial Services	
Ref No: 5/2/2		Author/s: L Crotz	
Coll No: 2189434		Referred from: MC -19/08/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
1-8	Implement decision	Chief Financial Officer	

**9.11 ANNUAL STOCK TAKE REPORT FOR THE FINANCIAL YEAR 2023/2024 (AS ON 30 JUNE 2024)**

**JAARLIKSE VOORRAAD OPNAME VERSLAG VIR DIE FINANSIËLE JAAR 2023/2024 (SOOS OP 30 JUNIE 2024)**

**INGXELO YEMALI ZONYAKA YONYAKA YONYAKA-MALI KA-2023/2024 (NGOKUBA NGE-30 JUNI 2024)**

The Deputy Executive Mayor undertook to provide feedback to Councillor K Gertse of the GOOD party regarding his questions which relate to possible ongoing theft of fuel at the Stores and measures being put in place to address this matter.

**UNANIMOUSLY RESOLVED that**

1. The stock take report of 2024 and the ratification of the stock shortages, surpluses and write-off of damaged items be approved; and
2. The Chief Financial Officer records the information in point 1 above in the notes to the Annual Financial Statements for the year ending 30 June 2024 as required by legislation.

Meeting: Council – 23/08/2024		Submitted by Department: Financial Services	
Ref No: 6/2/1		Author/s: H Vergotine	
Coll No: 2191672		Referred from: MC- 19/08/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
1-2	Implement decision	Chief Financial Officer	

**9.12 REPORT ON TENDER AWARDS: JULY 2024**

**VERSLAG OOR TENDERTOEkENNINGS: JULIE 2024**

**INGXELO NGONIKEZELO LWETHENDA: EYEKHALA 2024**

Councillor K Gertse of the GOOD party undertook to provide his questions regarding the appointment of KPMG as Whistle Blowers Hotline operator as well as possible unethical conduct by the company to the Deputy Executive Mayor in writing.

Councillor B Jacobs of the CDR party expressed his concern that minimum requirements in tender documents are not always applicable to Local Government and requested councillors to have oversight on tender specifications.

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**UNANIMOUSLY RESOLVED that**

1. The awards above R300,000 that were adjudicated by the Bid Adjudication Committee for the month of July 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-23/08/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/5		Author/s: C Hess	
Coll No: 2186739		Referred from: MC – 19/08/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

**9.13 REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: JULY 2024**

**VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: JULIE 2024**

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

**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 R562,043 (incl. VAT) for July 2024 as recorded by the Accounting Officer under the annexures attached to this report be noted;
2. In terms of paragraph 35(2) of the SCM Policy, the deviations and the reasons for the deviations for the amount of R18,134,958.80 (incl. VAT) for the 2023/2024 financial year as recorded by the Accounting Officer under the annexures attached to this report be noted; and
3. The Chief Financial Officer record the accumulated deviation amount of R562,043 (incl. VAT) for the financial year in the notes to the 2024/2025 annual financial statements as required by legislation and the accumulated deviation amount R70,149,441.32 (incl VAT) for the 2023/2024 financial in the notes to the 2023/2024 annual financial statements.

Meeting: Council-23/08/2024	Submitted by Department: Financial Services		
Ref No: 9/1/1/5	Author/s: C Hess		
Coll No: 2186754	Referred from: MC – 19/08/2024		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
3	Implement decision	Chief Financial Officer	



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**10. NOTICES OF MOTIONS AND QUESTIONS**

**OORWEGING VAN MOSIES EN VRAE**

**UKUQWALASELWA KWEZAZISO ZEZIPHAKAMISO KUNYE NEZAZISO ZEMIBUZO**

Councillor A Fourie of the Freedom Front Plus tabled the Tourism motion as a motion of exigency, which the Speaker rejected as Councillor LT van Niekerk indicated that the matter is still under discussion at the Planning and Development Portfolio.

The Speaker also ruled that the matter serve at Council once the Planning and Development Portfolio has exhausted the matter.

**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**

**UNANIMOUSLY RESOLVED that**

The revised composition of the Section 80 Committees as set out in Annexure A to the departmental report be implemented as from 1 September 2024.

Meeting: Council-23/08/2024		Submitted by Department: Corporate and Planning Services	
Ref No:		Author/s: F Goosen	
Coll No:		Referred from:	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

**11.2 2023/2024 REPORT ON UNAUTHORISED, IRREGULAR, FRUITLESS AND WASTEFUL EXPENDITURE**

**2023/2024 VERSLAG OOR ONGEMAGTIGDE, ONREËLMATIGE, VRUGTELOSE EN VERKWISTENDE UITGAWE**

**2023/2024 INGXELO YOKUSEBENZISA NGAPHANDLE KWEMVUME, EXAMNYE NOMTHETHO, NGENAZIQHAMO. KUNYE NENKCITHO**

**UNANIMOUSLY RESOLVED that**

1. It be noted that the irregular expenditure amount of R26,859.36 for the 2022/2023 financial year disclosed in note 51 was recovered from the supplier and will be removed from note 51 in the 2023/2024 annual financial statements;
2. The irregular expenditure amount of R3,306,136.00 and R5,961,128.00 for the 2023/2024 financial year be certified as irrecoverable and to be written off in note 51 of the 2023/2024 annual financial statements; and



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3. It be noted that that the municipality became aware that a former employee paid money (intended for creditors) into her bank account. This amounts to fraud, the case has been reported to the South African Police Service and is currently under investigation. An amount of R790,951.00 will be disclosed as fruitless and wasteful expenditure in note 51 of the 2023/2024 annual financial statements.

Meeting: Council-23/08/2024	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: B Brown
Coll No: 2191399	Referred from: MPAC – 20/08/2024
<u>PAR:</u>	<u>ACTION:</u>
1-3	Implement decision
	<u>RESPONSIBLE DEPARTMENT:</u>
	Chief Financial Officer
	<u>DUE DATE:</u>

<b>11.3 FIRST FAIR TRADE CITIES AND TOWNS INTERNATIONAL CONFERENCE STATUS REPORT</b>
<b>EERSTE INTERNASIONALE KONFERENSIE VAN FAIR TRADE CITIES AND TOWNS STATUSVERSLAG</b>
<b>UMPHOSA WESIKHATHI SESIQINISEKISO SOKUQALA KWEZIMPAWU ZEZEDOLI NEZEDORP</b>

**UNANIMOUSLY RESOLVED that**

The progress made as at 16 August 2024 on the implementation of the first Fair Trade Cities and Towns International Conference in Africa that will take place in Paarl from 20 - 22 September 2024 be noted.

Meeting: Council-23/08/2024	Submitted by Department: Corporate and Planning Services
Ref No: 10/4	Author/s: T Mnisi
Coll No: 2188622	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

<b>11.4 OVERSIGHT ROLE AND RESPONSIBILITIES</b>
<b>OORSIG ROL EN VERANTWOORDELIKHEDE</b>
<b>INDIMA YOKUBEKA ESWENI NOXANDUVA</b>

**UNANIMOUSLY RESOLVED that**

The report be noted.

Meeting: Council-23/08/2024	Submitted by Department: Office of the Speaker
Ref No:	Author/s:
Coll No:	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>



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<b>11.5</b>	<b>WARD PROJECTS 2024/2025</b>
	<b>WYKSPROJEKTE 2024/2025</b>
	<b>IPIROJEKTI ZE WADI 2024/2025</b>

The Freedom Front Plus, GOOD and CDR parties indicated that they do not support the recommendations as they were of the opinion that only certain suppliers benefitted and are used repetitively.

**RESOLVED that**

1. The detailed ward projects per ward as listed in Annexure A to the departmental report be approved;
2. The Office of the Speaker takes responsibility for oversight of the rollout of the ward projects and submits a quarterly report on it to the Council. Any motivated amendments to the ward projects must be submitted to the Office of the Speaker; and
3. No further amendments to be done after the February 2025 adjustments budget.

Meeting: Council-23/08/2024		Submitted by Department: Financial Services	
Ref No: 3/8/5		Author/s: L Crotz	
Coll No: 2194159		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

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

<b>12.1</b>	<b>CONFIDENTIAL MINUTES: MAYORAL COMMITTEE</b>
	<b>VERTROULIKE NOTULE: BURGEMEESTERSKOMITEE</b>
	<b>UKUQWALASELWA KWEMIZUZU YEMFIHLO: IKOMITI KASODOLOPHU WESIGQEBA</b>

See confidential minutes.

<b>12.2</b>	<b>CONFIRMATION OF CONFIDENTIAL MINUTES</b>
	<b>BEKRAGTIGING VAN VERTROULIKE NOTULE</b>
	<b>ISIQINISEKISO SEMIZULU YIMFIHLO</b>

See confidential minutes.



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<b>12.3</b>	<b>WRITING-OFF OF IRRECOVERABLE DEBT REPORT – JULY 2024</b>
	<b>AFSKRYWING VAN ONINVORDERBARESKULDVERSLAG – JULIE 2024</b>
	<b>INGXELO YOKUCINYWA KWAMATYALA ANGAHLAWULWAYO – EYEKHALA 2024</b>

See confidential minutes.

Meeting:	Council-23/08/2024	Submitted by Department:	Financial Services
Ref No:	5/15/1	Author/s:	A Abrahams
Coll No:	2188572	Referred from:	MC – 19/08/2024
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

<b>12.4</b>	<b>IMPLEMENTATION PROGRESS REPORT ON MUNICIPAL MINIMUM COMPETENCY LEVELS (MMCL) FOR SENIOR MANAGERS: AUGUST 2024</b>
	<b>MAANDELIKSE IMPLEMENTERINGSVORDERINGSVERSLAG TEN OPSIGTE VAN MUNISIPALE MINIMUM BEVOEGDHEID VLAKKE (MMBV) VIR SENIOR BESTUURDERS: AUGUSTUS 2024</b>
	<b>INGXELO YENKQUBO YOKUPHUNYEZWA KUMAZINGA OBUCHULE KAMASIPALA (MMCL) KUBAPHATHI ABAPHEZULU: AGASTI 2024</b>

See confidential minutes.

Meeting: Council-23/08/2024		Submitted by Department: Corporate and Planning Services	
Ref No: 1/4/9		Author/s: M Sibeko	
Coll No: 2189060		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

<b>12.5</b>	<b>REPORT IN ACCORDANCE WITH REGULATION 12(2)(b) AND (e) OF THE DISCIPLINARY REGULATIONS FOR SENIOR MANAGERS - EXECUTIVE DIRECTOR: COMMUNITY SERVICES MR. GERALD ESAU</b>
	<b>VERSLAG IN GEVOLGE REGULASIE 12(2)(b) EN (e) VAN DIE DISSIPLINÊRE REGULASIES VIR SENIOR BESTUURDERS – UITVOERENDE DIREKTEUR: GEMEENSKAPSDIENSTE MNR. GERALD ESAU</b>

See confidential minutes.

Meeting: Council-23/08/2024		Submitted by Department: Corporate and Planning Services	
Ref No: 4/10/3		Author/s: S Johaar	
Coll No: 2194124		Referred from:	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

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The meeting ended at 11:49.

**CHAIRPERSON:**

J.F. le Roux

**DATE:**

27/9/2024

Confirmed ~~with~~ without amendments.

*pj/mg*



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## COUNCIL MEETING

**Date: 23 August 2024**

**Time: 09:30**

**Venue: Council Chambers**

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

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CHIEF EXECUTIVE/ HOOFD SWEEP  
CLLR/ RDL CHRISTEPHINE KEARNS  
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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	
FOURIE	A	CLLR	
GANANDANA	S	CLLR	
GERTSE	KJ	CLLR	
GODONGWANA	N	CLLR	
GOUWS	E	ALD	
GRAVEL	S	CLLR	
JACOBS	B	CLLR	
JACOBS	CM	CLLR	
JACOBS	F	CLLR	
JOOSTE	MCC	CLLR	
KEARNS	C	ALD	
KLAASTE	CO	CLLR	
KOEGELENBERG	RA	ALD	
KORABIE	S	CLLR	

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SURNAME	NAME	TITLE	SIGNATURE
KROUTZ	C	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	
STOWMAN	A	ALD	
STULWENI	AM	CLLR	

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SURNAME	NAME	TITLE	SIGNATURE
VAN NIEKERK	LT	CLLR	H. Nicolls
VAN NIEUWENHUYZEN	RH	ALD	Rh
VAN ROOYEN	A	CLLR	A. van Rooyen
VAN SANTEN	AJ	CLLR	A. J. van Santen
VAN SCHALKWYK	J	CLLR	Apology
VAN WILLINGH	B	CLLR	Apology
XHEGO	Z	CLLR	Zhego
ZOYA	N	CLLR	N Zoya
ZWINYE	M	CLLR	M Zwinye

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## COUNCIL MEETING

**Date: 23 August 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	
G Dyrenman CEO	
C September IDP/R&D	
H. Joubert	

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