

DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE

ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON WEDNESDAY, 18 SEPTEMBER 2024 AT 10:00.

PRESENT: The Executive Mayor, Cllr SE Korabie (Chairperson)

Councillors: MA Andreas
 AMB Appollis
 LC Arendse
 TG Bester
 L Cyster
 D America
 J Miller
 LT van Niekerk (joined at 11:10)
 Ald RA Koegelenberg

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

Officials: Dr JH Leibbrandt (City Manager)
 Mr B Brown (Chief Financial Officer)
 Mr S Johaar (Executive Director: Corporate and Planning Services)
 Mr L Pienaar (Executive Director: Engineering Services)
 Mr F Rhoda (Acting Executive Director: Community Services)
 Mr J Cornelissen (Acting Executive Director: Public Safety)
 Ms R Jaftha (Chief Executive Audit)
 Ms R Geldenhuys (Manager: Communication and Marketing)
 Ms C September (Manager: IDP/PM)
 Mr G Dippenaar (Chief Risk Officer)
 Mr FP Goosen (Manager: Administrative Support Services)



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

- | | | | |
|----|--|---|--------------|
| 1. | Ald GC Combrink, Deputy Executive Mayor | - | Apology, |
| 2. | Cllr E Baron | - | Apology, and |
| 3. | Ms E Barnard, Executive Director: Public Safety
and Acting Executive Director: Community Services | - | Apology. |

2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR

None.

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 19 August 2024; and
- (ii) Confidential meeting held on 19 August 2024.



DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
18 SEPTEMBER 2024**6. CORPORATE AND GOVERNANCE**

6.1	LLF MINUTES: JULY 2024
	LLF NOTULES: JULIE 2024
	LLF IMIZUZU: EYEKHALA 2024

RESOLVED that

The Local Labour Forum (LLF) minutes of 25 July 2024 be noted.

Meeting: MC – 18/09/2024		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>

6.2	LEASE OF A PORTION OF ERF 4916 PAARL (WARD 17)
	HUUR VAN 'N GEDEELTE VAN MUNISIPALE EIENDOM (WYK 17)
	UKUQESHWA KWESIQEPHU SEERF 4916 PAARL (WADI 17)

RECOMMENDED 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 a portion of Erf 4916, Oosbosch Street, Paarl, measuring $\pm 1\ 640\text{m}^2$ in extent, to Trailer Hire Paarl (Pty) Ltd (Registration Number 2020/222863/07) for business purposes, subject to the standard lease conditions as well as the following further conditions:
 - 1.1 A market related monthly rental of R4,836.22 (VAT excluded, including a 6% per annum escalation) will be applicable;
 - 1.2 A lease period of 3 (three) years will apply backdated from 01 September 2023;
 - 1.3 The subject property be used for business purposes and for no other purpose;
 - 1.4 All existing conditions of the agreement will remain applicable;
 - 1.5 The lessee be responsible for security of the premises; and



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- 1.6 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; 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: MC – 18/09/2024	Submitted by Department: Corporate and Planning Services
Ref No: 15/4/1 (4916) P	Author/s: N Williams
Coll No: 2172520	Referred from: Corp & Gov Portf-10/09/2024
PAR:	ACTION:
RESPONSIBLE DEPARTMENT:	DUE DATE:

6.3 MUNICIPAL REGULATIONS ON FINANCIAL MISCONDUCT PROCEDURES AND CRIMINAL PROCEEDINGS: TERMS OF REFERENCE OF DISCIPLINARY BOARD
MUNISIPALE REGULASIES TEN OPSIGTE VAN FINANSIËLE WANGEDRAGSPROSEDURES EN STRAFVERRIGTINGE: VERWYSINGSRAAMWERK VAN DISSIPLINÊRE RAAD
IMIMISELO KAMASIPALA KWINKUBO YOKUZIPHATHA KWEZEMALI KUNYE NEENKUBO YOLWAPHULO- MTHETHO: IMIQATHANGO YOKUSEBENZISWA KWEBHODI YOLULEKO

The Mayoral Committee suggested minor amendments to the Terms of Reference.

RESOLVED that

The item be referred back to the department for an update.

Meeting: MC – 18/09/2024	Submitted by Department: Corporate and Planning Services
Ref No: 1/P	Author/s: S Johaar
Coll No: 2198719	Referred from: Corp & Gov Portf-10/09/2024
PAR:	ACTION:
RESPONSIBLE DEPARTMENT:	DUE DATE:
Re-submit item	ED: Corporate and Planning Services



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6.4	PROPOSED GRANTING OF POWERLINE SERVITUDE OVER PORTIONS OF ERF 607 GOUDA AND HALFGewaAGD FARM NO 412 TULBAGH IN FAVOUR OF ESKOM (WARD 31)
	VOORGESTELDE GOEDKEURING VAN KRAGLYN SERWITUUT OOR GEDEELTES VAN ERF 607 GOUDA EN HALFGewaAGD PLAAS NR 412 TULBAGH TEN GUNSTE VAN ESKOM (WYK 31)
	ISIPHAKAMISO SOMNIKELO WENKONZO YOMANDLA PHEZU KWEZIQINGATHA ZEERF 607 GOUDA NEHALFGewaAGD FARM NO 412 TULBAGH IN FAVOUR OF ESKOM (WADI 31)

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.
2. In terms of Section 14 of the Municipal Finance Management Act (No.56 of 2003) **approval** be granted for a powerline servitude traversing portions of Erf 607 Gouda and the Farm Halfgewaagd No 412 Tulbagh, in favour of Eskom, for the construction of a powerline servitude, measuring approximately 26.6615ha in extent, at a market related remuneration of R1,968,765.00 (R40/ha) (VAT excluded), subject to the standard conditions of sale as well as the following conditions:
 - 2.1 All land use rights, if applicable, be undertaken by and at the cost of the applicant. All costs related to the transaction will be for the applicant's account;
 - 2.2 The registration of the notarial deed of servitude be undertaken by and at the cost of the applicant;
 - 2.3 The new servitude be subject to any existing servitude of real rights registered over the subject properties;
 - 2.4 The proposed transaction be advertised for objections and/or comments; and



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- 2.5 All technical and environmental conditions imposed by the technical departments be adhered to.

Meeting: MC – 18/09/2024		Submitted by Department: Corporate and Planning Services	
Ref No: 15/4/1 (607) X (F412/0) G		Author/s: N October	
Coll No: 2200522		Referred from:	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

6.5 ESTABLISHMENT OF A PERFORMANCE MANAGEMENT AND DEVELOPMENT SYSTEM MUNICIPAL MODERATION COMMITTEE
STIGTING VAN 'N PRESTASIEBESTUUR- EN ONTWIKKELINGS SISTEEM MUNISIPALE MODERERINGSKOMITEE
UKUSEKWA KWEKOMITI YOKUMODAREYITHA KAMASIPALA YOLAWULO LWENTSEBENZO NOPHUHLISO

RECOMMENDED that

The City Manager be authorised to establish the Municipal Moderation Committee in accordance with Regulation 39(6) of the Municipal Staff Regulations.

Meeting: MC – 18/09/2024		Submitted by Department: Corporate and Planning Services	
Ref No: 4/12		Author/s: K Begbie	
Coll No: 2170543		Referred from:	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:



DRAKENSTEIN MUNICIPALITY

MINUTES: MAYORAL COMMITTEE
18 SEPTEMBER 20247. PLANNING, DEVELOPMENT AND TOURISM

7.1	MOTION IN TERMS OF SECTION 33 OF THE RULES OF ORDER - DRAKENSTEIN COUNCIL MEETING
	MOSIE INGEVOLGE ARTIKEL 33 VAN DIE REËLS VIR DIE HOU VAN VERGADERINGS - DRAKENSTEIN RAADSVERGADERING
	ISINDULULO NGOKWESIQENDU 33 SEMITHETHO YOCWANGCO - INTLANGANISO YEBHUNGA LASEDRAKENSTEIN

RECOMMENDED that

The motion be noted.

Meeting: MC – 18/09/2024		Submitted by Department: Corporate and Planning Services	
Ref No:		Author/s: C Phillips	
Coll No:		Referred from: Plan & Dev Portf-11/09/2024	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

8. FINANCIAL SERVICES

8.1	INDIGENT HOUSEHOLD STATISTICS REPORT AS AT 31 AUGUST 2024
	DEERNIS HUISHOUDING STATISTIEKEVERSLAG SOOS OP 31 AUGUSTUS 2024
	INGXELO YAMANANI YEZINDLU ZAMAPHLWEMPU NGOBUNJALO NGOMHLA 31 EYETHUPHA 2024

RESOLVED that

The report be noted.

Meeting: MC – 18/09/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Collab No: 2198169		Referred from: Finance Serv Portf- 17/09/2024	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:



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8.2 COUNCILLORS' OUTSTANDING DEBT REPORT AS AT 31 AUGUST 2024
RAADSLEDE SE UITSTAANDE SKULDVERSLAG SOOS OP 31 AUGUSTUS 2024
INGXELO YAMATYALA YOCEBA NGOBUNJALO NGOMHLA 31 EYETHUPHA 2024

RECOMMENDED that

The content of the report be noted.

Meeting: MC – 18/09/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Coll No: 2197428		Referred from: Finance Serv Portf - 17/09/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

8.3 MUNICIPAL EMPLOYEES OUTSTANDING DEBT REPORT AS AT 31 AUGUST 2024
MUNISIPALE WERKNEMERS UITSTAANDE SKULDVERSLAG SOOS OP 31 AUGUSTUS 2024
ITYALA LABASEBENZI BAKWA MASIPALA NGOKWE NGXELO KA 31 EYETHUPHA 2024

RESOLVED that

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

Meeting: MC – 18/09/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Coll No: 2197504		Referred from: Finance Serv Portf - 17/09/2024	
<u>PAR:</u>		<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>
			<u>DUE DATE:</u>

8.4 REPORT ON TENDER AWARDS: AUGUST 2024
VERSLAG OOR TENDERTOOKENINGS: AUGUSTUS 2024
INGXELO NGONIKEZELO LWETHENDA: EYETHUPHA 2024

RECOMMENDED that

1. The awards above R300,000 that were adjudicated by the Bid Adjudication Committee for the month of August 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 – 18/09/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/5		Author/s: C Hess	
Coll No: 2197317		Referred from: Finance Serv Portf - 17/09/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

8.5 REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: AUGUST 2024
VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: AUGUSTUS 2024
INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA KWINKQUBO ZOKUFUMANA: EYETHUPHA 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 R1,677,299 (incl. VAT) for August 2024 as recorded by the Accounting Officer under the annexures attached to this report be noted;
2. The Chief Financial Officer record the accumulated deviation amount of R2,239,342 (incl. VAT) for the financial year in the notes to the 2024/2025 annual financial statements as required by legislation; and
3. The additional deviations disclosure amounting to R1,169,552 (incl VAT) for the 2023/2024 financial as recorded by the Accounting Officer be noted.

Meeting: MC – 18/09/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/5		Author/s: C Hess	
Coll No: 2197327		Referred from: Finance Serv Portf - 17/09/2024	
PAR:		ACTION:	
		RESPONSIBLE DEPARTMENT:	
		DUE DATE:	



DRAKENSTEIN MUNICIPALITY

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8.6	LOCAL GOVERNMENT MUNICIPAL PROPERTY RATES ACT: SECTION 15(3)(A) AND 15(3)(B) REPORT ON REBATES, REDUCTIONS, EXEMPTIONS AND INCOME FOREGONE GRANTED DURING THE 2023/2024 FINANCIAL YEAR
	PLAASLIKE REGERING MUNISIPALE EIENDOMSBELASTINGSWET: ARTIKEL 15(3)(A) EN 15(3)(B) VERSLAG RAKENDE KORTINGS, VERLAGINGS, VRYSTELLINGS EN INKOMSTE VERBEUR VIR DIE 2023/2024 FINANSIËLE BOEKJAAR
	KURHULUMENTE WASEKHAYA UMTHETHO WERAFU ZEPROPATI KAMASIPALA: ICANDELO LE-15(3)(A) NE-15(3)(B) INGXELO NGEZAPHUMELO, UKUNCIPHISWA, UKUKHULULWA KUNYE NOMVUZO OMNIKELWE NGEXESHA LONYAKA-MALI KA-2023/2024

RECOMMENDED that

The rebates, reductions, exemptions and income foregone amounting to R158,904,221.51 granted to consumers in terms of Section 15(3)(a) and 15(3)(b) of the Local Government Municipal Property Rates Act for the 2023/2024 financial year be noted.

Meeting: MC – 18/09/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Coll No: 2201169		Referred from: Finance Serv Portf - 17/09/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

8.7	MUNICIPAL FINANCE MANAGEMENT ACT: SECTION 71 MONTHLY BUDGET MONITORING REPORT FOR AUGUST 2024
	MUNISIPALE WET OP BESTUUR VAN FINANSIES: ARTIKEL 71 MAANDELIKSE BEGROTINGSMONITERINGSVERSLAG VIR AUGUSTUS 2024
	UMTHETHO WOLAWULO LWEMALI KAMASIPALA: ICANDELO 71 INGXELO YOKUJONGA UHLAHLA LWABIWO-MALI LWENYANGA EYETHUPHA 2024

RECOMMENDED that

1. The content of the Section 71 Monthly Budget Monitoring Report for August 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 August 2024 was submitted to the Executive Mayor, National Treasury and Provincial Treasury on 13 September 2024, being the 10th working day after the end of August 2024.

Meeting: MC – 18/09/2024	Submitted by Department: Financial Services
Ref No: 9/1/1/4	Author/s: A Viola
Coll No: 2200269	Referred from: Finance Serv Portf - 17/09/2024
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

9. CONFIDENTIAL ITEMSFINANCIAL SERVICES

9.1	WRITING-OFF OF IRRECOVERABLE DEBT REPORT – AUGUST 2024
	AFSKRYF VAN ONVERHAALBARE SKULDVERSLAG – AUGUSTUS 2024
	UKUCINYWA KWAMATYALA ANGAHLAWULWAYO – EYETHUPHA 2024

See confidential minutes.

Meeting: MC – 18/09/2024	Submitted by Department: Financial Services
Ref No: 5/15/1	Author/s: A Viola
Coll No: 2197338	Referred from: Finance Serv Portf - 17/09/2024
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

9.2	WRITING-OFF OF IRRECOVERABLE DEBT (5.10 OF WRITING-OFF POLICY) – ERF 8600, PAARL
	AFSKRYF VAN ONVERHAALBARE SKULD (5.10 VAN AFSKRYWINGBELEID) – ERF 8600, PAARL
	UKUCINYWA KWAMATYALA ANGAHLAWULWAYO (INKQUBO YOKUCIMA AMATYALA 5.10) – ERF 8600, PAARL

See confidential minutes.

Meeting: MC – 18/09/2024	Submitted by Department: Financial Services
Ref No: 5/15/1	Author/s: A Abrahams
Coll No: 2190815	Referred from: Finance Serv Portf - 17/09/2024
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>



DRAKENSTEIN MUNICIPALITY

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9.3	DRAKENSTEIN OUTSTANDING COUNCIL PROPERTY LEASE REPORT AS AT 31 AUGUST 2024
	DRAKENSTEIN UITSTAANDE RAADSEIENDOM HUURVERSLAG SOOS OP 31 AUGUSTUS 2024
	INGXELO YAMATYALA EPROPATI YEBHUNGA LASE DRAKENSTEIN NGOBUNJALO NGOMHLA WE 31 EYETHUPHA 2024

See confidential minutes.

Meeting: MC – 18/09/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Coll No: 2197688		Referred from: Finance Serv Portf - 17/09/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

9.4	DRAKENSTEIN OUTSTANDING DEBTORS REPORT AS AT 31 AUGUST 2024
	DRAKENSTEIN UITSTAANDE DEBTEUREVERSLAG SOOS OP 31 AUGUSTUS 2024
	INGXELO YAMATYALA ASE DRAKENSTEIN NGOBUNJALO NGOMHLA 31 EYETHUPHA 2024

See confidential minutes.

Meeting: MC – 18/09/2024		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Coll No: 2198172		Referred from: Finance Serv Portf - 17/09/2024	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

10.	URGENT MATTERS
	DRINGENDE SAKE
	IMIBA ENGXAMISEKILEYO

None.



DRAKENSTEIN MUNICIPALITY**MINUTES: MAYORAL COMMITTEE**
18 SEPTEMBER 2024

The meeting ended at 11:28.

CHAIRPERSON:

DATE:

Confirmed with/without amendments.

FG/rs


DRAKENSTEIN

MUNISIPALITEIT • MUNICIPALITY • UMASIPALA

Paarl | Wellington | Gouda | Saron | Simondium

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Civic Centre, Berg River Boulevard, Paarl 7646

Mayoral Committee Attendance Register

Date: 18 September 2024
Time: 10:00
Venue: Council Chambers

SURNAME	INITIALS	TITLE	SIGNATURE
KORABIE Executive Mayor	SE	CLLR	
COMBRINK Deputy Executive Mayor (Financial Services)	GC	ALD	Apology
AMERICA (Corporate and Governance)	D	CLLR	
KOEGELENBERG (Electricity and Roads)	RA	ALD	
MILLER (Water and Sanitation)	J	CLLR	
BESTER (Waste Management)	TG	CLLR	
BARON (Urbanisation and Human Settlements)	E	CLLR	Apology
APPOLLIS (Public Safety)	AMB	CLLR	
ARENDSE (Social Development, Sport and Recreation)	LC	CLLR	
CYSTER (Parks, Resorts and Cemeteries)	L	CLLR	Layss
VAN NIEKERK (Planning, Economic Development and Tourism)	LT	CLLR	
ANDREAS (Communication and Inter- Governmental Relations (IGR))	MA	CLLR	
LE ROUX Speaker	JF	ALD	
KEARNS Chief Whip	C	ALD	

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

18/09/2024

A city of excellence




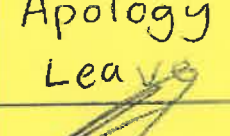
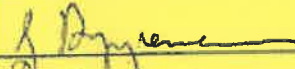








Mayoral Committee Attendance Register

Date: 18 September 2024

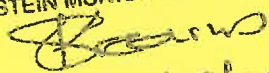
Time: 10:00

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	
PIENAAR Executive Director: Engineering Services	L	MR	
BARNARD Executive Director: Public Safety Acting Executive Director: Community Services	E	MS	Apology - Leave
 CRO			
R. Goldenhuys	R	Ms	
Devids	L	Mrs	
J. A. T. T. T.	R	Mrs	
September	C. L	Miss	
Brown	M	Mrs	
Rhoda	F	Mr.	
Cornellissen	J	Mr	

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



18/09/2024

