MINUTES: MAYORAL COMMITTEE

ORDINARY MEETING HELD IN THE GROOT DRAKENSTEIN COMMITTEE ROOM, FIRST FLOOR, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL ON WEDNESDAY, 30 OCTOBER 2019 AT 09:00.

PRESENT:

The Executive Mayor, Ald C J Poole (Chairperson)

The Deputy Executive Mayor, Clr G C Combrink

Councillors:

Ald J F le Roux M A Andreas C Kearns E Gouws J Miller L P Mokoena

Ald R Smuts L T van Niekerk

R H van Nieuwenhuyzen

L Willemse

Also Present:

Clr A C Stowman

(Speaker)

Clr R A Koegelenberg

(Chief Whip)

Officials:

Dr J H Leibbrandt

(City Manager)

Mr J Carstens

(Chief Financial Officer)

Mr S Johaar

(Executive Director: Corporate Services)

Ms L Waring

(Executive Director: Planning and Development)

Mr G Esau

(Executive Director: Community Services)

Mr M Wüst

(Executive Director: Engineering Services)

Mr A V Marais

(Senior Manager: Legal and Administrative

Services)

Ms N Magongo

(Manager Performance Audit)

Ms C September
Ms R Geldenhuys

(Manager: IDP and Performance Management) (Manager: Communication and Marketing)

Mr G Dippenaar

(Chief Risk Officer)

Mr F P Goosen

(Manager: Administrative Support Services)

Ms W Prins

(Performance Management Officer)

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MINUTES: MAYORAL COMMITTEE 30 OCTOBER 2019

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

None.

2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR

None.

3. DECLARATION OF INTEREST BY COUNCILLORS/OFFICIALS

None.

4. COMMUNICATION AND INTERGOVERNMENTAL RELATIONS

4. INVITATION TO JOIN A DELEGATION TO THE "ANNUAL INTERNATIONAL FEDERALISM DAYS" CONFERENCE IN MUNICH, GERMANY FROM 11 NOVEMBER 2019 UNTIL 15 NOVEMBER 2019

UITNODIGING OM BY 'N AFVAARDIGING NA DIE "ANNUAL INTERNATIONAL FEDERALISM DAYS" KONFERENSIE IN MUNICH, DUITSLAND AAN TE SLUIT VANAF 11 NOVEMBER 2019 TOT 15 NOVEMBER 2019

ISICELO SOKUDIBANA NABATHUNYWA KWI" ANNUAL INTERNATIONAL FEDERALISM DAYS" NKOMFA E MUNICH, JAMANI UKUSUKELA 11 NOVEMBA UKUYA 15 NOVEMBA 2019

RECOMMENDED that

- The invitation to Drakenstein Municipality to attend the "Annual International Federalism Days" Conference at the Hans Seidel Foundation Conference Centre in Munich, Germany from 11 November 2019 to 15 November 2019 be noted;
- 2. Approval be granted for the Deputy Executive Mayor, Councillor G Combrink to represent Drakenstein Municipality at the conference;
- It be noted that Hanns Seidel Foundation will cover the travel costs and sustenance; and

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MINUTES: MAYORAL COMMITTEE 30 OCTOBER 2019

4. The usual day allowance be paid in terms of Drakenstein Municipality's Travelling and Subsistence policy.

Meeting: Ref No: Coll No:	Mayco 30/10/2019 10/4 1588940		Submitted by Department: Author/s: Referred from:	Corporate Service L Nojozi	es
	PAR:	ACTION:	RESPONSIBLE DEPAR	TMENT:	DUE DATE:

5.	QUARTERLY I	PERFORMANCE	ASSESSMENT	REPORT	2019/2020	(OLIARTER	1.
	01 JULY - 30 SE	PTEMBER 2019)			2013/2020	(QOARTER	1.
	KWARTAALLIKS	E PRESTASIE	ASSESSERINGS	/ERSLAG	2019/2020	(KWARTAAI	1.
	01 JULIE - 30 SE	PTEMBER 2019)			/	IMMANIAAL	1.
	INGXELO YEKO	TA YOKUHLOLW	A KWENDLELA Y	OKUSEBEI	NZA YEKOTA	KA 2019/2020	

RECOMMENDED that

- The Quarterly Performance Assessment Report 2019/2020 (Quarter 1: 01 July 30 September 2019) be adopted;
- The Quarterly Performance Assessment Report 2019/2020 (Quarter 1: 01 July – 30 September 2019) be placed on the Municipal Website after Council adoption; and
- 3. The approved Quarterly Performance Assessment Report 2019/2020 (Quarter 1: 01 July 30 September 2019) be submitted to the Auditor General of South Africa, the Provincial Treasury: Western Cape, National Treasury, and the Department of Local Government: Western Cape.

Meeting: Mayco 30/10/2019 Ref No: 2/2/8 Coll No: 1589264			Submitted by Department: Author/s: Referred from:	Corporate Services C September	
	PAR:	ACTION:	RESPONSIBLE DEPAR	TMENT:	DUE DATE:

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MINUTES: MAYORAL COMMITTEE 30 OCTOBER 2019

6. FINANCIAL SERVICES

6.	DRAKENSTEIN OUTSTANDING COUNCIL PROPERTY LEASE 30 SEPTEMBER 2019	REPORT AS	AT
	DRAKENSTEIN UITSTAANDE RAADSEIENDOM HUURVERSI 30 SEPTEMBER 2019	AG SOOS	OP
	INGXELO YAMATYALA EPROPATI YEBHUNGA LASE DRAKENST NGOMHLA WE 30 EYOMSINTSI 2019	EIN NGOBUN	IALO

The Executive Mayor requested the various departments to submit the outstanding items as indicated on the list of council property leases annexure (Annexure B).

RESOLVED that

The report be noted.

A Abrahams Fin Serv Portf - 29/10/2019			-1-1-1-	Ref No: Coll No:
DUE DATE:	RESPONSIBLE DEPT:	ACTION:	PAR:	
	RESPONSIBLE DEPT:	ACTION:		

7. MUNICIPAL EMPLOYEES OUTSTANDING DEBT REPORT AS AT 30 SEPTEMBER 2019
MUNISIPALE WERKNEMERS UITSTAANDE SKULDVERSLAG SOOS OP 30 SEPTEMBER 2019
ITYALA LABASEBENZI BAKWA MASIPALA NGOKWE NGXELO KA 30 EYOMSINTSI 2019

RESOLVED that

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

Meeting: Mayco-30 Ref No: 9/1/1/4 Coll No: 1582106	0/10/2019	Submitted by Department: Author/s: Referred from:	A Abra	
PAR:	ACTION:	RESPONSIBLE DEPT:	rin ser	DUE DATE:

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MINUTES: MAYORAL COMMITTEE 30 OCTOBER 2019

8. COUNCILLORS OUTSTANDING DEBT REPORT AS AT 30 SEPTEMBER 2019
RAADSLEDE SE UITSTAANDE SKULDVERSLAG SOOS OP 30 SEPTEMBER 2019
INGXELO YAMATYALA YOCEBA NGOBUNJALO NGOMHLA 30 EYOMSINTSI 2019

RECOMMENDED that

The report be noted.

Meeting: Ref No: Coll No:	Mayco-30/10/2019 9/1/1/4 1581049		Submitted by Department: Author/s: Referred from:	Financial Services A Abrahams Fin Serv Portf - 29/10/	2019
	PAR:	ACTION:	RESPONSIBLE DEPT:	<u>DUE DA</u>	ATE:

9. INDIGENT HOUSEHOLDS' STATISTICS REPORT AS AT 30 SEPTEMBER 2019

DEERNIS HUISHOUDINGS STATISTIEKE VERSLAG SOOS OP 30 SEPTEMBER 2019

INGXELO YAMANANI YEZINDLU ZAMAHLWEMPU NGOBUNJALO NGOMHLA
30 EYOMSINTSI 2019

It was indicated that a report on the rental stock would be provided in November 2019. The Executive Mayor also requested that the number of indigent households and the monetary value of the indigent support per ward, be provided to ward councillors.

RESOLVED that

The report be noted.

Meeting: Mayco-30/10/2019		Submitted by Department:	Financial Services	
def No: 9/1/1/4		Author/s:	A Abrahams	
doll No: 1581043		Referred from:	Fin Serv Portf 29/10/2019	
PAR:	ACTION:	RESPONSIBLE DEPT:	DUE DATE:	

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MINUTES: MAYORAL COMMITTEE 30 OCTOBER 2019

10. MUNICIPAL FINANCE MANAGEMENT ACT: SECTION 71 MONTHLY AND 52
QUARTERLY BUDGET MONITORING REPORT FOR SEPTEMBER 2019

MUNISIPALE FINANSIËLE BESTUURSWET: ARTIKEL 71 EN 52 MAANDELIKSE EN
KWARTAALLIKSE BEGROTING VERSLAGDOENING VIR SEPTEMBER 2019

UMTHETHO WOKULAWULWA KWEMALI ZIKAMASIPALA: ICANDELO 71
NGOKWENYANGA KUNYE NECANDELO 52 NGENYANGA INGXELO YOKONGAMELA
KOHLAHLO LWABIWO MALI YENYANGA KA EYOMSINTSI 2019

RECOMMENDED that

- 1. The variance between the actual operating revenue (R584,650,007) and the pro rata budgeted operating revenue (R587,357,164) has a negative variance of R2,707,157 or 0.46%;
- 2. The variance between the actual operating expenditure (R517,924,371) and the pro rata budgeted operating expenditure (R533,713,899) has a positive variance of R15,789,527 or 2.96%;
- 3. Actual capital expenditure of R26,943,427 represents 6.27% of the total capital budget of R429,567,339 after three months of the financial year;
- 4. The actual and committed capital expenditure of R99,957,449 compared with the capital expenditure budget of R429,567,339 represent a spending percentage of 23.27% after three months of the financial year;
- 5. External borrowings amounted to R1,628,668,052 as at 30 September 2019 and that it represents 72.98% of Drakenstein's total budgeted operating revenue of R2,231,650,196 (conditional capital and operational grants excluded) for the 2019/2020 financial year;
- 6. Unspent conditional and unconditional grants amounted to R63,832,161 at the end of September 2019;
- 7. The actual employee related cost expenditure of R149,407,914 compared with the pro rata budgeted expenditure of R155,796,137 relates to a positive variance of R6,388,223 or 4.10%;
- 8. Total outstanding debtors as at 30 September 2019 amounted to R373,639,904 and that 30 days and older debt constitutes 49.3% of total outstanding debtors;
- Domestic consumers owe the municipality R211,102,512 or 56.5% of the municipality's total debtor's book;

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MINUTES: MAYORAL COMMITTEE 30 OCTOBER 2019

- 10. Outstanding creditors amounted to R4,839,547 as at 30 September 2019;
- 11. The primary bank account had a positive bank balance at 30 September 2019 which amounted to R45,083,126; and
- 12. Total investments in cash and shares amounted to R74,323,967 as at 30 September 2019 at the six local banks and Eskom.

Meeting: Ref No: Coll No:	Mayco-30/10/2019 9/1/1/4 1585338		Submitted by Department: Author/s: Referred from:	A VI	incial Services ola Serv Portfolio - 29/10/2019
	PAR:	ACTION:	RESPONSIBLE DEPT:		DUE DATE:

11. REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: SEPTEMBER 2019

VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: SEPTEMBER 2019

INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA
KWINKQUBO ZOKUFUMANA: SEPTEMBA 2019

RECOMMENDED that

- 1. In terms of paragraph 36(2) of the SCM Policy, the deviations and the reasons for the deviations for the amount of R4,775,777 for September 2019 as recorded by the Accounting Officer under the annexures attached to the departmental report, be noted; and
- The Chief Financial Officer record the accumulated deviation amount of R8,323,063 for the financial year in the notes to the 2019/2020 annual financial statements as required by legislation.

Mayco-30/10 ef No: 9/1/1/5 oll No: 1579558	//2019	Submitted by Department: Author/s: Referred from:	Financial Services C Hess Fin Serv Portf - 30/10/2019
PAR:	ACTION:	RESPONSIBLE DEP	

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MINUTES: MAYORAL COMMITTEE 30 OCTOBER 2019

12.	REPORT ON TENDER AWARDS: SEPTEMBER 2019
	VERSLAG OOR TENDERTOEKENNINGS: SEPTEMBER 2019
	INGXELO NGONIKEZELO LWETHENDA: SEPTEMBA 2019

RECOMMENDED that

- The awards above R200,000 that were adjudicated by the Bid Adjudication Committee for the month of September 2019, be noted; and
- The tenders and/or contracts and the reasons for the awards as recorded by the Accounting Officer in the departmental report, be noted.

Meeting: Mayco-30/10/2019 Ref No: 8/1/2/1 Coll No: 1579503		Submitted by Department: Author/s: Referred from:	Financial Services C Hess Fin Serv Portf - 29/10/2019
PAR:	ACTION:	RESPONSIBLE DEPARTME	NT: DUE DATE:

13. DRAKENSTEIN'S OUTSTANDING DEBTORS REPORT AS AT 30 SEPTEMBER 2019

DRAKENSTEIN SE UITSTAANDE DEBITEURE VERSLAG SOOS OP 30 SEPTEMBER 2019

INGXELO YAMATYALA ASE DRAKENSTEIN NGOBUNJALO NGOMHLA 30 EYOMSINTSI
2019

RESOLVED that

The report be noted.

ef No: 9/1/1/4	Author/s:	A Abrahams
oll No: 1581804	Referred from:	Fin Serv Portf - 29/10/2019
PAR: ACTION:	RESPONSIBLE DEPT	

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MINUTES: MAYORAL COMMITTEE 30 OCTOBER 2019

14.	SPECIAL CAPITAL ADJUSTMENTS BUDGET 2019/2020
	SPESIALE KAPITAAL AANSUIWERINGS BEGROTING 2019/2020
	UKULUNGISWA OKUKODWA KOHLALO LWABIWO MALI LIKA 2019/2020

RECOMMENDED that

- 1. The capital budget expenditure of R429,567,339 approved by Council on 22 August 2019 be decreased with R120,000,000 to R309,567,339 for the 2019/2020 financial year as set out in Table 1 and 2 of the item; and
- 2. Council approve the funding sources as reflected in Table 3 of the departmental report.

Meeting: Mayco-30/10/2 Ref No: 5/2/2 Coll No: 1582757	019	Submitted by Department: Author/s: Referred from:	K Frede	ol Services ricks Portf - 29/10/2019
PAR:	ACTION:	RESPONSIBLE DEPT:		DUE DATE:

1	5.	QUARTERLY REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN
		MANAGEMENT POLICY: 1 JULY 2019 – 30 SEPTEMBER 2019
		KWARTAALVERSLAG RAKENDE DIE IMPLEMENTERING VAN DIE
		VOORSIENINGSKANAALBESTUURSBELEID: 1 JULIE 2019 – 30 SEPTEMBER 2019
		INGXELO NGOKUMILISELWA KWENKQUBO YE SUPPLY CHAIN MANAGEMENT
		YOMASIPALA WASE DRAKENSTEIN: 1 JULAYI 2019 – 30 SEPTEMBA 2019

RESOLVED that

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

Meeting: Ref No: Coll No:	Mayco-30/10/2019 9/1/1/5 1579651		Submitted by Department: Author/s: Referred from:	K Frede	al Services ericks v Portfolio - 29/10/2019
	PAR:	ACTION:	RESPONSIBLE DEPT:		DUE DATE:
		Implement decision	Chief Financial Officer		

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MINUTES: MAYORAL COMMITTEE 30 OCTOBER 2019

CONFIDENTIAL

16.	WRITING-OFF OF IRRECOVERABLE DEBT REPORT - SEPTEMBER 2019
	AFSKRYWING VAN ONINVORDERBARE SKULDVERSLAG - SEPTEMBER 2019
	INGXELO YOKUCINYWA KWAMATYALA ANGAHLAWULWAYO – EYOMSINTSI 2019

RESOLVED that

See Confidential minutes.

Meeting: Mayco-30/1 Ref No: 5/15/1 Coll No: 1581068	0/2019	Submitted by Department: Author/s: Referred from:	Financial Services A Abrahams Fin Serv Portfolio 29/10/2019
PAR:	ACTION:	RESPONSIBLE DEPT	

17.	WRITING-OFF OF IRRECOVERABLE DEBT (5.10 OF WRITING-OFF POLICY) HANDOVER ACCOUNTS
	AFSKRYF VAN ONVERHAALBARE SKULD (5.10 VAN AFSKRYWINGBELEID) OORHANDIGDE REKENINGE
	UKUCINWA KWAMATYALA ANGAHLAWULWAYO(5.10 UMGANQO NKQUBO WOKUCINWA KWAMATYALA) IAKHAWUNTI EZIGQITHISIWEYO

RESOLVED that

See Confidential minutes.

Meeting: Mayco-30/10, ef No: 9/1/1/4 oll No: 1582194		Submitted by Department: Author/s: Referred from:	Financial Services A Abrahams Fin Serv Portfolio 29/10/2019
PAR:	ACTION:	RESPONSIBLE DEPT	T: DUE DATE:

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MINUTES: MAYORAL COMMITTEE 30 OCTOBER 2019

18.	WRITING-OFF OF IRRECOVERABLE DEBT (5.3 OF WRITING-OFF POLICY): INSOLVENT AND DECEASED ESTATES ACCOUNTS – SEPTEMBER 2019
	AFSKRYF VAN ONVERHAALBARE SKULD (5.3 VAN AFSKRYWINGBELEID): INSOLVENTE EN BOEDELSREKENINGE – SEPTEMBER 2019
	UKUCINWA KWAMATYALA ANGAHLAWULWAYO (5.3 WOMGAQO NKQUBO WOKUCINYWA KWAMATYALA) - SEPTEMBER 2019

RESOLVED that

See Confidential minutes.

Meeting: Mayco-30/10, sef No: 5/15/1 oll No: 1582353	/2019	Submitted by Department: Author/s: Referred from:	Financial Services A Abrahams Fin Serv Portfolio 29/10/2019
PAR:	ACTION:	RESPONSIBLE DEPT	

The meeting ended	at 09:42.	
CHAIRPER	Q 9	
CHAIRPERSON:	/	······································
DATE:	***************************************	
Confirmed with/wi	thout amendments.	
PJ/rs		



Q +27 21 807 4500 +27 21 872 8054

www.drakenstein.gov.za
records@drakenstein.gov.za

♥ Civic Centre, Berg River Boulevard, Paarl 7646

Mayoral Committee Attendance Register

Date: 30 October 2019

Time: 09:00

Venue: Groot Drakenstein Committee Room

POOLE Executive Mayor COMBRINK Deputy Executive Mayor (Financial Services) LE ROUX (Engineering Services) ANDREAS (Rural Management) KEARNS (Environment, Parks and Open Spaces) GOUWS (Social Services) MILLER J MR 0834595965 MC WS 0767901066 MC O76901066 MC O7690106 MC O7690106	SURNAME	INITIALS	TITLE	CELLPHONE	SIGNATURE
COMBRINK Deputy Executive Mayor (Financial Services) LE ROUX (Engineering Services) ANDREAS (Rural Management) KEARNS (Environment, Parks and Open Spaces) GOUWS (Social Services) MILLER "Planning and Development) Mo. DENA (Corporate Services) SMUTS (Public Safety) VAN NIEKERK (Sport, Recreation, Arts and Culture) VAN NIEUWENHUYZEN (Communication and Inter-Governmental Relations (IGR) WILLEMSE (Human Settlements and Property Management) STOWMAN SPEAKER O824553445 MR 0834595965 MR 0834595965 MR 0834595965 MR 08344959965 MR 08624479711 MS 0824479711 MS 0834400507 MR 0834400507 MR 0834400507 MR 0834400507 MR 0824948467 MR 0826296239 MR 0820799421 MR O791895359	POOLE	Cl	MR	0785304285	00 1
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CHAIRMAN: MPAC	CHAIRMAN: MPAC				
RICHARDS AM MR 0827860053	RICHARDS	AM	MR	0827860053	
LEADER OF OPPOSITION	LEADER OF OPPOSITION				-

Office of the / Kantoor van die

CHIEFWHIP / HOOFSWEEP

Cllr / Rdl R.A. KOEGELENBERG

Drakenstein

31/10/2019

A city of excellence