

DRAKENSTEIN MUNICIPALITY

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 Willemsse

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 (Manager: IDP and Performance Management)
Ms R Geldenhuys (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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30 OCTOBER 20191. 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

1. 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;
3. It be noted that Hanns Seidel Foundation will cover the travel costs and sustenance; and



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

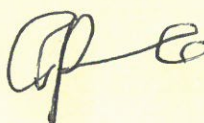
Meeting: Mayco 30/10/2019	Submitted by Department: Corporate Services
Ref No: 10/4	Author/s: L Nojoi
Coll No: 1588940	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>

5. QUARTERLY PERFORMANCE ASSESSMENT REPORT 2019/2020 (QUARTER 1: 01 JULY – 30 SEPTEMBER 2019)
KWARTAALLIKSE PRESTASIE ASSESSERINGSVERSLAG 2019/2020 (KWARTAAL 1: 01 JULIE – 30 SEPTEMBER 2019)
INGXELO YEKOTA YOKUHLOLWA KWENDLELA YOKUSEBENZA YEKOTA KA 2019/2020

RECOMMENDED that

1. The Quarterly Performance Assessment Report 2019/2020 (Quarter 1: 01 July - 30 September 2019) be adopted;
2. 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	Submitted by Department: Corporate Services
Ref No: 2/2/8	Author/s: C September
Coll No: 1589264	Referred from:
<u>PAR:</u>	<u>ACTION:</u>
	<u>RESPONSIBLE DEPARTMENT:</u>
	<u>DUE DATE:</u>



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30 OCTOBER 20196. FINANCIAL SERVICES

6.	DRAKENSTEIN OUTSTANDING COUNCIL PROPERTY LEASE REPORT AS AT 30 SEPTEMBER 2019
	DRAKENSTEIN UITSTAANDE RAADSEIENDOM HUURVERSLAG SOOS OP 30 SEPTEMBER 2019
	INGXELO YAMATYALA EPROPATI YEBHUNGA LASE DRAKENSTEIN NGOBUNJALO NGOMHLA WE 30 EYOMSINTSI 2019

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**.

Meeting: Mayco-30/10/2019		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Coll No: 15581087		Referred from: Fin Serv Portf - 29/10/2019	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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-30/10/2019		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Coll No: 1582106		Referred from: Fin Serv Portf - 29/10/2019	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

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

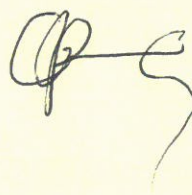
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|---|
| 9. INDIGENT HOUSEHOLDS' STATISTICS REPORT AS AT 30 SEPTEMBER 2019 |
| DEERNIS HUISHOUDINGS STATISTIEKE VERSLAG SOOS OP 30 SEPTEMBER 2019 |
| INGXELO YAMANANI YEZINDLU ZAMAPHLWEMPU NGOBUNJALO NGOMHLA 30 EYOMSINTSI 2019 |

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	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Coll No: 1581043		Referred from: Fin Serv Portf 29/10/2019	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>



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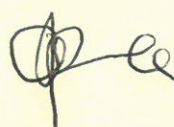
MINUTES: MAYORAL COMMITTEE

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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 KOHLAHLA 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;
9. Domestic consumers owe the municipality R211,102,512 or 56.5% of the municipality's total debtor's book;



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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.

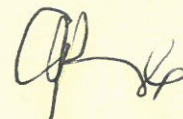
Meeting: Mayco-30/10/2019		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Viola	
Coll No: 1585338		Referred from: Fin Serv Portfolio - 29/10/2019	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

11. REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: SEPTEMBER 2019
VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: SEPTEMBER 2019
INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA
KWINKQUBO ZOKUFUMANA: SEPTEMBER 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
2. 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.

Meeting: Mayco-30/10/2019		Submitted by Department: Financial Services	
Ref No: 9/1/1/5		Author/s: C Hess	
Coll No: 1579558		Referred from: Fin Serv Portf - 30/10/2019	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>



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

RECOMMENDED that

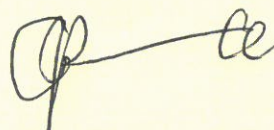
1. The awards above R200,000 that were adjudicated by the Bid Adjudication Committee for the month of September 2019, **be noted**; and
2. The tenders and/or contracts and the reasons for the awards as recorded by the Accounting Officer in the departmental report, **be noted**.

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

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 thatThe report **be noted**.

Meeting: Mayco-30/10/2019		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Coll No: 1581804		Referred from: Fin Serv Portf - 29/10/2019	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>



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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-30/10/2019		Submitted by Department: Financial Services	
Ref No: 5/2/2		Author/s: K Fredericks	
Coll No: 1582757		Referred from: Fin Serv Portf - 29/10/2019	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

15. 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 SEPTEMBER 2019

RESOLVED that

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

Meeting: Mayco-30/10/2019 Ref No: 9/1/1/5 Coll No: 1579651		Submitted by Department: Financial Services Author/s: K Fredericks Referred from: Fin Serv Portfolio - 29/10/2019	
<u>PAR:</u>	<u>ACTION:</u> Implement decision	<u>RESPONSIBLE DEPT:</u> Chief Financial Officer	<u>DUE DATE:</u>



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

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-30/10/2019		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Coll No: 1582194		Referred from: Fin Serv Portfolio 29/10/2019	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

DRAKENSTEIN MUNICIPALITY

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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

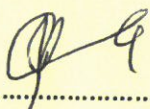
RESOLVED that

See Confidential minutes.

Meeting: Mayco-30/10/2019		Submitted by Department: Financial Services	
Ref No: 5/15/1		Author/s: A Abrahams	
Coll No: 1582353		Referred from: Fin Serv Portfolio 29/10/2019	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPT:</u>	<u>DUE DATE:</u>

The meeting ended at 09:42.

CHAIRPERSON:



DATE:

Confirmed with/without amendments.

PJ/rs



Mayoral Committee Attendance Register

Date: 30 October 2019

Time: 09:00

Venue: Groot Drakenstein Committee Room

SURNAME	INITIALS	TITLE	CELLPHONE	SIGNATURE
POOLE Executive Mayor	C J	MR	0785304285 0824979046	
COMBRINK Deputy Executive Mayor (Financial Services)	G C	MR	0824553445	
LE ROUX (Engineering Services)	J F	MR	0834595965	
ANDREAS (Rural Management)	M A	MS	0767901066	
KEARNS (Environment, Parks and Open Spaces)	C	MS	0765018441 0769406614	
GOUWS (Social Services)	E	MS	0824479711	
MILLER (Planning and Development)	J	MR	0834400507	
MOJENA (Corporate Services)	L P	MS	0734198671	
SMUTS (Public Safety)	R	MR	0824948467	
VAN NIEKERK (Sport, Recreation, Arts and Culture)	LT	MS	0818858365	
VAN NIEUWENHUYZEN (Communication and Inter- Governmental Relations (IGR))	R H	MR	0826296239	
WILLEMSE (Human Settlements and Property Management)	L	MS	0820799421	
STOWMAN SPEAKER	AC	MR	0791895359	
KOEGELENBERG CHIEF WHIP	RA	MR	0832693138	
MATTHEE CHAIRMAN: MPAC	J	MR	0824486180	—
RICHARDS LEADER OF OPPOSITION	AM	MR	0827860053	—

Office of the / Kantoor van die

CHIEFWHIP / HOOFSWEEP

Cllr / Rdl R.A. KOEGELENBERG

Drakenstein

31/10/2019

A city of excellence