

DRAKENSTEIN MUNICIPALITY

MINUTES OF AN ORDINARY MEETING OF THE MUNICIPAL COUNCIL HELD IN THE COUNCIL CHAMBERS, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON WEDNESDAY, 29 JULY 2026 AT 09:30.

PRESENT: Councillors (see attendance register)

Senior Officials:	Dr JH Leibbrandt	(City Manager)
	Mr S Johaar	(Executive Director: Corporate and Planning Services)
	Mr B Brown	(Chief Financial Officer)
	Mr L Pienaar	(Executive Director: Engineering Services)
	Ms E Barnard	(Executive Director: Safety and Community Services)
	Ms R Jaftha	(Chief Audit Executive)
	Mr G Dippenaar	(Chief Risk Officer)
	Mr FP Goosen	(Manager: Administrative Support Services)
	Mr P January	(Senior Administrative Officer)

ABSENT: Councillors (see attendance register)



Councillor N Zoya opened the meeting with a prayer.

1. APPLICATION FOR LEAVE
AANSOEK OM VERLOF
INGXELO NGU SOMLOMO

- | | | | |
|----|-------------------------|---|--------------|
| 1. | Councillor RB Arnolds | - | Apology; |
| 2. | Councillor D Carolissen | - | Apology; |
| 3. | Councillor FP Cupido | - | Apology; |
| 4. | Councillor S Gravel | - | Apology; and |
| 5. | Alderlady S Ross | - | Apology. |

2. CONFLICT OF INTERESTS
KONFLIK VAN BELANGE
UKUGQUBANA KWEMIDLA

None.

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

The Speaker made the following announcements:

1. Congratulated councillors who celebrated their birthdays in July 2026;
2. Informed Council that no recordings or taking of photos are allowed in the Council meeting without his consent;
3. Reported to Council the names of the councillors who did not finalise their declaration of interest form and reminded councillors that 31 July 2026 is the due date for completion; and
4. Reported to Council the ward councillors who did not submit the Ward Committee Operational Plans.

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

The Executive Mayor delivered his monthly report for July 2026 and highlighted several key priorities and achievements of the municipality. Emphasis was placed on Economic Development; Sustained Social Development; Transfer of title deeds to beneficiaries; Financial Stability and Good Governance.



Reference was also made to the Mayoral Stakeholder Breakfast Engagement held on 28 July 2026, which provided an important platform for engagement and collaboration with key stakeholders.

The Executive Mayor expressed his sincere appreciation to councillors, senior management, and all municipal staff for their dedication, commitment, and contribution.

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

None.

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

None.

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

The minutes of the meeting of the Mayoral Committee held on 18 June 2026 was noted.

8.	CONFIRMATION OF MINUTES
	BEKRAGTIGING VAN NOTULES
	UKUQINISEKISWA KWEMIZUZU

The minutes of the Ordinary Municipal Council meeting held on 24 June 2026 was confirmed as correct.

COUNCIL MINUTES 24 JUNE 2026:

ITEMS 9.5 REPORT ON TENDER AWARDS: MAY 2026

The Speaker ruled that Councillor VR Moses from the Concerned Drakenstein Residents (CDR) party submit his follow up questions to Mr S Johaar, Executive Director: Corporate and Planning Services, for a written response and discussion at the Portfolio Committee meeting.

The subsequent request for a caucus from the CDR party was denied by the Speaker.



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9. ITEMS FOR CONSIDERATION
ITEMS VIR OORWEGING
IMIBA YOKUQWALASELWA

9.1 COUNCILLORS' OUTSTANDING DEBT REPORT AS AT 30 JUNE 2026
RAADSLEDE SE UITSTAANDE SKULDVERSLAG SOOS OP 30 JUNIE 2026
INGXELO YAMATYALA YOCEBA NGOBUNJALO NGOMHLA 31 EYESILIMELA 2026

UNANIMOUSLY RESOLVED that

The content of the report be noted.

Meeting: Council-29/07/2026		Submitted by Department: Financial Services	
Ref no: 9/1/1/4		Author/s: D Heyns	
Coll No: 2408593		Referred from: MC – 22/07/2026	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

9.2 MUNICIPAL FINANCE MANAGEMENT ACT: SECTION 71 MONTHLY AND 52 QUARTERLY MONITORING REPORT FOR JUNE 2026
MUNISIPALE WET OP BESTUUR VAN FINANSIES: ARTIKEL 71 MAANDELIKSE EN 52 KWARTAALLIKSE BEGROTINGSMONITERINGSVERSLAG VIR JUNIE 2026
UMTHETHO WOLAWULO LWEMALI KAMASIPALA: ICANDELO 71 INGXELO YOKUBEKA ESWENI UHLAHLA LWABIWO-MALI LWEKOTA KUNYE NE-52 YEKOTA EYESILIMELA 2026

After several warnings by the Speaker, he ordered Councillor B Jacobs from the Concerned Drakenstein Residents (CDR) party to leave the Council Chambers and not to participate in further council proceedings.

In response to a question on water security raised by both Councillors S Landsberg from the Vryheidsfront Plus (VF Plus) party and K Gertse from the GOOD party, the Speaker requested Councillor LC Arendse to distribute the Plan to all councillors. The Speaker further requested Mr B Brown, Chief Financial Officer, to provide a report to the Portfolio Committee in response to the question raised by Councillor B Jacobs from the CDR party on the debt collection rate.

UNANIMOUSLY RESOLVED that

1. The content of the Section 71 Monthly Budget Monitoring Report for June 2026 and the supporting documentation be noted;
2. The content of the Section 52 Quarterly Report on the implementation of the budget and financial affairs of Drakenstein Municipality referred to in Section 52(d) of the MFMA be noted;



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3. It be noted that the Section 71 Monthly and 52 Quarterly Budget Monitoring Report for June 2026 was submitted to the Executive Mayor; National Treasury and Provincial Treasury on 14 July 2026, being the 10th working day after the end of June 2026; and
4. Any savings on the line item votes of the different category classes of operating expenditure may be used through the virement process to transfer budgeted savings to other category classes of operating expenditure budgeted funds to avoid over-expenditure and unauthorised expenditure disclosures per category class of expenditure, municipal vote and/or GFS function classification, be approved.

Meeting: Council-29/07/2026		Submitted by Department: Financial Services	
Ref No: 9/1/1/4		Author/s: A Viola	
Coll No: 2410187		Referred from: MC – 22/07/2026	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
1-4	Implement decision	Chief Financial Officer	

9.3 ANNUAL REPORT ON THE IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY AND THE PREFERENTIAL PROCUREMENT POLICY: 1 JULY 2025 – 30 JUNE 2026
JAARLIKSE VERSLAG VAN DIE IMPLEMENTERING VAN VOORSIENINGSKANAALBELEID EN DIE VOORKEURVERKRYGINGSBELEID: 1 JULIE 2025 - 30 JUNIE 2026
INGXELO YONYAKA YOKUPHUNYEZWA KOMGAQO-NKQUBO WOLAWULO LWETHUBA NOMGAQO-NKQUBO OKHETHEKILEYO WOKUTHENGA IZINTO: 1 JULAYI 2025 – 30 EYESILIMELA 2026

Alderman GC Combrink undertook to submit an item to the Finance Portfolio Committee detailing how the BFI Project contributes to the 13.84 percentage of total spent on suppliers within Drakenstein Municipal area, as requested by Councillor VR Moses from the Concerned Drakenstein Residents (CDR) party.

UNANIMOUSLY RESOLVED that

1. The content of this report be noted; and
2. The report be made public in accordance with Section 21A of the Municipal Systems Act.

Meeting: Council-29/07/2026		Submitted by Department: Financial Services	
Ref No: 9/1/2		Author/s: H Vergotine	
Coll No: 2408298		Referred from: MC – 22/07/2026	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-2	Implement decision	Chief Financial Officer	



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9.4 REPORT ON TENDER AWARDS: JUNE 2026

VERSLAG OOR TENDERTOOKENINGS: JUNIE 2026

INGXELO NGONIKEZELO LWETHENDA: EYESILIMELA 2026

UNANIMOUSLY RESOLVED that

1. The awards above R300,000 that were adjudicated by the Bid Adjudication Committee for the month of June 2026 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 – 29/07/2026		Submitted by Department: Financial Services	
Ref no: 9/1/1/5		Author/s: C Hess	
Coll No: 2407341		Referred from: MC – 22/07/2026	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

Council adjourned for tea at 11:30 and the meeting resumed at 11:53.

9.5 REPORT ON DEVIATIONS FROM PROCUREMENT PROCESSES: JUNE 2026

VERSLAG VAN AFWYKINGS VAN VERKRYGINGSPROSESSE: JUNIE 2026

**INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA
KWINKQUBO ZOKUFUMANA: EYESILIMELA 2026**

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 R719,781 (incl. VAT) for June 2026 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 R70,003,859 (incl. VAT) for the financial year in the notes to the 2025/2026 annual financial statements as required by legislation.

Meeting Ref no Coll No:	Council – 29/07/2026 9/1/1/5 2407912	Submitted by Department: Financial Services Author/s: C Hess Referred from: MC – 22/07/2026	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-2	Implement decision	Chief Financial Officer	

9.6 WRITING-OFF OF IRRECOVERABLE DEBT REPORT: JUNE 2026
AFSKRYWING VAN ONINVORDERBARESKULDVERSLAG: JUNIE 2026
INGXELO YOKUCINYWA KWAMATYALA ANGAHLAWULWAYO: EYESILIMELA 2026

Both Councillors TC Mangena and M Zwinye from the African National Congress (ANC) party requested that the names be included in the report and that the item be dealt with under the Confidential Agenda. The Speaker requested that the administration investigate the matter and determine how councillors can be included in the process prior to discussion.

UNANIMOUSLY RESOLVED that

1. An amount of R1,095,654.18 written-off against the bad debt provision in terms of Council's Writing-off of Irrecoverable Debt Policy for the month of June 2026, be noted; and
2. The accumulated amount of R28,164,730.15 that has been written off for the 2025/2026 financial year be noted.

Meeting: Council-29/07/2026		Submitted by Department: Financial Services	
Ref no: 5/15/1		Author/s: D Heyns	
Coll No: 2408341		Referred from: MC – 22/07/2026	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

9.7 REPORT: DAL JOSAPHAT TARTAN TRACK
VERSLAG: DAL JOSAPHAT TARTAN-BAAN
INGXELO: I-DAL JOSAPHAT TARTAN TRACK

In response to the question from Councillor VR Moses from the Concerned Drakenstein Residents (CDR) party on whether the correct SCM process was followed, Councillor R Nell, Municipal Public Accounts Committee (MPAC) Chairperson, indicated that the Committee was satisfied with the information that was provided.

The Speaker ruled that Councillor VR Moses must submit his questions to him for consideration by MPAC.

UNANIMOUSLY RESOLVED that

1. It be noted that the Chief Financial Officer submitted a report to the Municipal Public Accounts Committee;
2. It be noted that a fair and transparent process was followed and that value for money was obtained; and



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3. It be noted that Section 35 of the SCM Policy (Annexure A to the departmental report), and SCM Regulation 36 (Annexure B to the departmental report) indicate that the deviation process was adhered to.

Meeting: Council-29/07/2026		Submitted by Department: Financial Services	
Ref no:		Author/s: B Brown	
Collab no:		Referred from: MPAC – 15/07/2026	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

**9.8 CONSEQUENCE MANAGEMENT/CORRECTIVE ACTIONS PROGRESS REPORT: 2025/2026
REPORT ON UNAUTHORISED, IRREGULAR, FRUITLESS AND WASTEFUL EXPENDITURE**

**VORDERINGVERSLAG OOR GEVOLGEBESTUUR/REGSTELLEDE MAATREËLS:
2025/2026 VERSLAG OOR ONGEMAGTIGDE, ONREËLMATIGE, VRUGTELOSE EN
VERKWISTENDE UITGAWES**

**INGXELO YENKQUBELA PHAMBILI YOLAWULO LWEZIPHUMO/AMANYATHELO
OKULUNGISA: INGXELO YOWAMA-2025/2026 YENKCITHO ENGAGUNYAZISWANGA,
ENGAQHELEKANGA, ENGENAZIQHAMO KUNYE NENKCITHO**

UNANIMOUSLY RESOLVED that

1. It be noted that the Chief Financial Officer submitted a report to the Municipal Public Accounts Committee (MPAC);
2. It be noted that the Labour Relation Section is busy with the consequence management process; and
3. It be noted that a detailed consequence management/corrective actions report be submitted to the MPAC meeting in August 2026, outlining the following in respect of the three cases relating to amounts of R2,710,724; R8,487,226 and R102,361 respectively:
 - 3.1 Number of officials involved;
 - 3.2 The respective departments or levels of the officials involved;
 - 3.3 The status of each case; and
 - 3.4 Actions taken.
4. It be noted that the detailed consequence management/corrective actions report referred to in point 3 above to be considered by MPAC under the Confidential part of the MPAC agenda.

Meeting: Council-29/07/2026		Submitted by Department:	
Ref no:		Author/s:	
Coll No:		Referred from: MPAC – 15/07/2026	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-4	Implement decision	Chief Financial Officer	



9.9 APPOINTMENT OF A MEMBER AND CHAIRPERSON OF THE MUNICIPAL AUDIT COMMITTEE
AANSTELLING VAN 'N LID EN VOORSITTER VAN DIE MUNISIPALE OUDITKOMITEE
UKUTYUNJWA KWELUNGU NOSIHLALO WEKOMITI YOPHICOTHO-ZINCWADI KAMASIPALA

UNANIMOUSLY RESOLVED that

The appointment of Mr Tom Blok as a member of the Audit Committee for a three year period commencing from 01 August 2026, and the appointment of Mr Mervyn Burton as the chairperson from 01 August 2026 till the end of his term which concludes on 31 July 2027 be approved.

Meeting: Council – 29/07/2026 Ref no: 3/3/1/3/9/1 Coll No: 2403433		Submitted by Department: Internal Audit Author/s: R Jaftha Referred from: MC – 22/07/2026	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
	Implement decision	Chief Audit Executive	

9.10 TOP LAYER (TL) SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) 2026/2027 AND PERFORMANCE AGREEMENTS OF THE CITY MANAGER, CHIEF FINANCIAL OFFICER AND EXECUTIVE DIRECTORS
TOP VLAK (TV) DIENSLEWERING EN BEGROTING IMPLEMENTERINGSPLAN (DBIP) 2026/2027 EN DIE PRESTASIE OOREENKOMSTE VAN DIE STADSBESTUURDER, HOOF FINANSIËLE BEAMPTTE EN UITVOERENDE DIREKTEURE
PHEZULU (TL) LOKUNIKEZELWA KWEENKONZO NESICWANGCISOSOKUPHUNYEZWA KUNYE NOHLAHO LWABIWO-MALI (SDBIP) 2026/2027 NEZIVUMELWANO ZOKUSEBENZA SOMANEJALA WESIXEKO, IGOSA LEZIMALI ELIYINTLOKO NABALAWULI ABALAWULAYO

UNANIMOUSLY RESOLVED that

1. The approved TL SDBIP 2026/2027 (Annexure A to the departmental report) be noted;
2. The signed performance agreements of the City Manager, the CFO and the Executive Directors (Annexures B to F to the departmental report) be noted;
3. It be noted that the approved TL SDBIP and signed performance agreements for 2026/2027 have been made public within 14 days after the approval of the TL SDBIP and submitted to the MEC for Local Government in the Province; and



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4. The performance indicators and targets as contained in the approved 2026/2027 Integrated Development Plan (IDP) and be adjusted in accordance with the performance indicators and targets contained in the approved TL SDBIP to ensure accurate technical alignment between the IDP 2026/2027 and TL SDBIP 2026/2027, be approved.

Meeting: Council – 29/07/2026		Submitted by Department: Strategic PM and M & E	
Ref No: 2/2/8		Author/s: P Barends	
Coll No: 2412893		Referred from: MC – 22/07/2026	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-4	Implement decision	Head: Strategic PM and M & E	

9.11 QUARTER FOUR (4): QUARTERLY PERFORMANCE ASSESSMENT REPORT 2025/2026 (01 APRIL TO 30 JUNE 2026)

KWARTAAL VIER (4): KWARTAALLIKSE PRESTASIE EVALUERINGSVERSLAG 2025/2026 (01 APRIL TOT 30 JUNIE 2026)

IKOTA YESINE (4): INGXELO YOVAVANYO LWENTSEBENZO YEKOTA ISICWANGCISO SOKUSETENZISWA KWENKONZO YOLWABIWO-MALI 2025/2026 (01 EPRELI UKUYA 30 JUNI 2026)

Councillor K Gertse from the GOOD party indicated that he would provide his questions with regards to TL 19 on page 170 in writing.

UNANIMOUSLY RESOLVED that

1. The Quarterly Performance Assessment Report 2025/2026, Quarter 4 (01 April to 30 June 2026) be adopted;
2. The Quarterly Performance Assessment Report 2025/2026, Quarter 4 (01 April to 30 June 2026) be placed on the Municipal Website; and
3. The approved Quarterly Performance Assessment Report 2025/2026, Quarter 4 (01 April to 30 June 2026) be submitted to the:
 - Internal Audit Division (for notification);
 - Auditor General of South Africa (AG);
 - Provincial Treasury: Western Cape;
 - National Treasury; and
 - Department of Local Government: Western Cape.

Meeting: Council – 29/07/2026		Submitted by Department: Strategic PM and M & E	
Ref No: 2/2/8		Author/s: P Barends	
Coll No: 2415853		Referred from:	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-3	Implement decision	Head: Strategic PM and M & E	



9.12 REVIEW OF THE RECORDS MANAGEMENT POLICY

HERSIENING VAN DIE REKORDBESTUURSBELEID

UPHONONONGO LOMGAQO-NKQUBO WOLAWULO LWEEREKHODI

UNANIMOUSLY RESOLVED that

The reviewed Records Management Policy be approved.

Meeting: Council-29/07/2026	Submitted by Department: Corporate and Planning Services		
Ref no 2/5/P	Author/s: F Goosen		
Coll No: 2397064	Referred from: MC – 22/07/2026		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
1-3	1. Implement decision 2. Update Policy folder and place on intranet 3. Place on municipal website	1. ED: Corporate and Planning Services 2. Administration 3. Communication and Marketing	

9.13 IN PRINCIPLE APPROVAL: LEASE OF THE MUNICIPAL PROPERTY SITUATED ON A PORTION OF ERF 8431 PAARL TO PAARL CRICKET CLUB (WARD 4)

IN BEGINSEL GOEDKEURING: HUUR VAN MUNISIPALE EIENDOM GELEË OP 'N GEDEELTE VAN ERF 8431 PAARL AAN PAARL KRIEKETKLUB (WYK 4)

NGOKOMGAQO UKUVUNYWA: UKUQESHISA IPROPATHI KAMASIPALA EBKWE KWINXALENYE YE-ERF 8431 PAARL UKUYA KWIKLABHU YEQAKAMBA YEPARL (WADI 4)

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) *in principle approval* be granted for the renewal of the lease of the municipal property situated on a portion of Erf 8431, Market Street, Paarl, measuring ± 462m² in extent, known as the "Cricket Clubhouse", to the Paarl Cricket Club for the purpose of a sport facility, subject to the standard lease conditions as well as the following terms and conditions:
 - 1.1 The property will be leased at a subsidised market rental amount of R391.40 per month (VAT excluded, 4% escalation per annum included);
 - 1.2 The lease endures for a period of three (3) years as from 01 March 2027;
 - 1.3 The lease be subject to a cancellation clause of three (3) months should the Municipality need the property for municipal or development purposes;
 - 1.4 Other institutions/organisations or clubs be allowed to utilise the premises at such costs to be arranged with the lessee and approved by the Municipality;
 - 1.5 The lessee be responsible for payment of all municipal services, connection fees and services consumption, etc. if applicable;



- 1.6 The property may only be used for sports purposes;
 - 1.7 The lessee be responsible for the security of the premises;
 - 1.8 All existing lease conditions remain applicable;
 - 1.9 Should the lessee wish to renew the contract term for a further period, a formal written request should be addressed to the Municipality six (6) months prior to the expiration of the lease term;
 - 1.10 No political party activities be permitted at the subject property; and
 - 1.11 All administrative, legal and requirements be adhered to.
2. It be noted that the proposed lease will be advertised in the local press for objections, comments, representations or counter proposals/offers from 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.

Meeting: Council-29/07/2026	Submitted by Department: Corporate and Planning Services		
Ref no 15/4/1 (8431) P	Author/s: N Williams		
Coll No: 2407075	Referred from: MC – 22/07/2026		
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-3	Implement decision	ED: Corporate and Planning Services	

9.14 FINAL APPROVAL: LEASE OF THE MUNICIPAL PARKING BAYS SITUATED ON A PORTION OF ERF 1893 PAARL (WARD 4)

FINALE GOEDKEURING: HUUR VAN MUNISIPALE PARKEERPLEK GELEË OP 'N GEDEELTE VAN ERF 1893 PAARL (WYK 4)

IMVUME YOKUGQIBELA: UKUQESHISA IINDAWO ZOKUPAKA ZIKAMASIPALA EZIKWINXALENYE YE-ERF 1893 PAARL (WADI 4)

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) **final approval** be granted for the lease of 28 municipal parking bays situated on a portion of Erf 1893 Paarl to La Rochelle Girls Primary School 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 R 1,338.60 (R47.80 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;



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- 1.3 The applicant will be responsible for the maintenance, safeguarding and cleaning of the subject property;
 - 1.4 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);
 - 1.5 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;
 - 1.6 The lessee will be responsible for the security of the premises;
 - 1.7 Should the lessee wish to renew the contract term for a further period, a formal written request should be addressed to the Municipality six (6) months prior to the expiration of the lease term;
 - 1.8 No political party activities will be permitted at the subject property; and
 - 1.9 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 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 this is a renewal of an existing lease agreement. Furthermore, a public consultation process was followed during which other parties had the opportunity to submit an application. None were received.

Meeting: Council-29/07/2026	Submitted by Department: Corporate and Planning Services		
Ref no: 15/4/1 (1893) P	Author/s: N Williams		
Coll No: 2370270	Referred from: MC – 22/07/2026		
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
1-3	Implement decision	ED: Corporate and Planning Services	



9.15 FINALE APPROVAL: RENEWAL OF LEASE OF ROOM A, SITUATED ON A PORTION OF ERF 2689, MATHAKATA STREET, MBEKWENI (WARD 9)
FINALE GOEDKEURING: HERNUWING VAN VERHURING VAN KAMER A, GELEË OP 'N GEDEELTE VAN ERF 2689, MATHAKATASTRAAT, MBEKWENI (WYK 9)
UKUVUNYWA KOKUGQIBELA: UKUVUSELELWA KOKUQESHISA KWEGUMBI A, ELIKWINXALENYES YE-ERF 2689, MATHAKATA STREET, MBEKWENI (WARD 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), *final approval* be granted for the renewal of the lease in respect of Room A, situated on a portion of Erf 2689, Mathakata Street, Mbekweni, measuring $\pm 72,7\text{m}^2$ in extent, to the University of Cape Town ("UCT") for health and research purposes, subject to the standard lease conditions as well as the following conditions:
 - 1.1 The property will be leased at a subsidised rental of R239.74 per month (VAT excluded and 4% escalation per annum included);
 - 1.2 A lease period of 3 (three) years will commence on date of signature of the lease agreement;
 - 1.3 The subject property solely be used for health and research purposes and for no other purpose;
 - 1.4 All existing conditions of the agreement will remain applicable;
 - 1.5 The lessee be responsible for all municipal services, connection fees and services consumption, etc., if applicable;
 - 1.6 The lessee be responsible for the security of the premises;
 - 1.7 Should the lessee wish to renew the contract term for a further period, a formal written request should be addressed to the Municipality six (6) months prior to the expiration of the lease term;
 - 1.8 No political party activities be permitted at the subject property; and
 - 1.9 All administrative, legal and technical requirements be adhered to.
2. It be noted that the proposed renewal of lease was advertised in the local press for objections, comments, representations and counter proposals/offers from other interested parties and none were received; and



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MINUTES: COUNCIL/RAAD/IBHUNGA
29 JULY 2026

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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 public consultation process was followed during which other parties had the opportunity to submit an application. None were received.

Meeting: Council - 29/07/2026		Submitted by Department: Corporate and Planning Services	
Ref No: 15/4/1 (2689) M		Author/s: N Williams	
Coll No: 2369166		Referred from: MC – 22/07/2026	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-3	Implement decision	ED: Corporate and Planning Services	

9.16 IMPLEMENTATION PROGRESS REPORT ON MUNICIPAL MINIMUM COMPETENCY LEVELS (MMCL) FOR SENIOR MANAGERS: JULY 2026

MAANDELIKSE IMPLEMENTERINGSVORDERINGSVERSLAG TEN OPSIGTE VAN MUNISIPALE MINIMUM BEVOEGDHEID VLAKKE (MMBV) VIR SENIOR BESTUURDERS: JULIE 2026

INGXELO YENKQUBELA PHAMBILI YOKUPHUNYEZWA KWAMANQANABA ASEZANTSI EZAKHONO ZIKAMASIPALA (MMCL) KUBAPHATHI ABAPHEZULU: JULAYI 2026

Several councillors requested that timeframes be stipulated for officials, particularly senior managers, who are only partially qualified. The City Manager responded that, in this context, senior managers refer to managers who report directly to the Accounting Officer. He further indicated that the applicable regulation already prescribes timeframes within which these officials must obtain the required competency qualifications.

UNANIMOUSLY RESOLVED that

1. The report be noted; and
2. The report be submitted to National and Provincial Treasury as prescribed by Regulation 5 of the Government Gazette 40593, dated 3 February 2017.

Meeting: Council – 29/07/2026		Submitted by Department: Corporate & Planning Services	
Ref No: 1/4/9		Author/s: M Sibeko	
Coll No: 2407694		Referred from: MC – 22/07/2026	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:
1-2	Implement decision	ED: Corporate and Planning Services	

10. NOTICES OF MOTIONS AND QUESTIONS

OORWEGING VAN MOSIES EN VRAE

UKUQWALASELWA KWEZAZISO ZEZIPHAKAMISO KUNYE NEZAZISO ZEMIBUZO

None.



11. SUPPLEMENTARY AGENDA
AANVULLENDE AGENDA
I AJENDA EYONGEZIWEYO

Councillor F Jacobs was unanimously elected to serve on the District Health Council.

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

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

See confidential minutes.

12.2 CONFIRMATION OF CONFIDENTIAL MINUTES
BEKRAGTIGING VAN VERTROULIKE NOTULE
ISIQINISEKISO SEMIZUZU YEMFIHLO

See confidential minutes.

The meeting ended at 13:28.

CHAIRPERSON:

J.F. le Roux

DATE:

25/8/2026

Confirmed ~~with~~ without amendments.
pj/mg



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COUNCIL MEETING

DATE: 29 JULY 2026

TIME: 09:30

VENUE: COUNCIL CHAMBERS

SURNAME	NAME	TITLE	SIGNATURE
ADAMS	JH	CLLR	
ADAMS	ND	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	
CAROLISSEN	D	CLLR	
COMBRINK	A	CLLR	
COMBRINK	GC	ALD	
CUPIDO	FP	CLLR	
CUPIDO	JW	CLLR	

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CLLR RDC CHRISTEPHINE KEARNS

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30/07/2026

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CUPIDO	PBA	CLLR	
CYSTER	L	CLLR	
DE KOCK	J	CLLR	
DU PLESSIS	AJ	CLLR	
DUBA	BP	CLLR	
FOURIE	A	CLLR	
GANANDANA	S	CLLR	
GERTSE	KJ	CLLR	
GODONGWANA	N	CLLR	
GOUWS	E	ALD	
GRAVEL	S	CLLR	
JACOBS	B	CLLR	
JACOBS	BT	CLLR	
JACOBS	CM	CLLR	
JACOBS	F	CLLR	
JOOSTE	MCC	CLLR	
KEARNS	C	ALD	
KLAASTE	CO	CLLR	
KOEGELENBERG	RA	ALD	
KORABIE	SE	CLLR	

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KROUTZ	C	CLLR	
LANDSBERG	S	CLLR	
LE ROUX	JF	ALD	
LIEBENBERG	SJ	CLLR	
MARALACK-BOONZAAIER	VL	CLLR	
MANGENA	TC	CLLR	
MILLER	J	CLLR	
MOOI	TP	CLLR	
MOSES	VR	CLLR	
NELL	RH	CLLR	
NONGOGO (WANA)	N	CLLR	
RICHARDS	AM	CLLR	
ROSS	S	ALD	
SAMBOKWE	LS	CLLR	
SAUERMAN	ND	CLLR	
SEPTEMBER	JA	CLLR	
SMIT	J	CLLR	
SOLOMONS	EA	CLLR	
STOWMAN	AC	ALD	
STULWENI	AM	CLLR	

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SURNAME	NAME	TITLE	SIGNATURE
VAN NIEKERK	LT	CLLR	Present leave @ Dhoo
VAN NIEUWENHUYZEN	RH	ALD	
VAN SANTEN	AJ	CLLR	A. van Santen
VAN SCHALKWYK	J	CLLR	
VAN WILLINGH	B	CLLR	B. van Willingh
XHEGO	Z	CLLR	
ZOYA	N	CLLR	
ZWINYE	M	CLLR	

Scheunbe

I

Comms

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Kearns

30/07/2020





COUNCIL MEETING

DATE: 29 JULY 2026

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: SAFETY AND COMMUNITY SERVICES	
R. JAFFA CAE	
OFFICE OF THE/ KANTOOR VAN DIE CHIEF WHIP/HOOF SWEEF	
CLERK/ ROL CHRISTEPHINE KEARNS DRAKENSTEIN MUNICIPALITY/ MUNISIPALITEIT	

30/07/2026

