

## MINUTES: MAYORAL COMMITTEE (1)

ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, CIVIC CENTRE, BERG RIVER BOULEVARD, PAARL, ON WEDNESDAY, 21 FEBRUARY 2018 AT 10:00.

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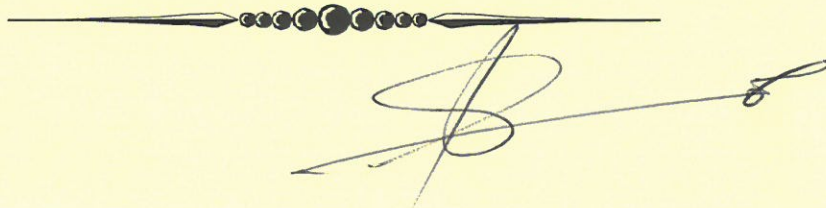
**PRESENT:** The Deputy Executive Mayor, Cllr G C Combrink (Acting Executive Mayor, In the Chair)

**Councillors:** M A Andreas  
F Jacobs  
C Kearns  
J F le Roux  
L P Mokoena  
J Miller  
R Smuts  
L T van Niekerk  
L Willemse  
R H van Nieuwenhuyzen

**Also Present:** A C Stowman (Speaker)  
Cllr R A Koegelenberg (Chief Whip)  
J Matthee (MPAC Chairperson)

**Officials:** Dr J H Leibbrandt (City Manager)  
Mr J Carstens (Chief Financial Officer)  
Mr S Johaar (Executive Director: Corporate Services)  
Mr G Boshoff (Executive Director: Community Services)  
Ms L Waring (Executive Director: Planning and Development)  
Mr D Hattingh (Executive Director: Engineering Services)  
Ms R Jaftha (Chief Audit Executive)  
Mr A V Marais (Senior Manager: Legal and Administrative Services)  
Mr F P Goosen (Manager: Administrative Support Services)  
Mr G Dippenaar (Chief Risk Officer)

**ABSENT:** The Executive Mayor Cllr C J Poole (apology)  
M A Andreas (apology)

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

Executive Mayor Councillor C J Poole (apology)  
Councillor M A Andreas (apology)

2. ANNOUNCEMENTS BY THE EXECUTIVE MAYOR

No announcements were made.

3. DISCLOSURE OF INTERESTS BY COUNCILLORS/OFFICIALS

None.

4. CONFIRMATION OF MINUTES

The minutes of the Ordinary meeting held on 24 January 2018 was confirmed as correct after the following insertion was made to item 7.3, VPUU: Matriculant Unemployment Programme: That it also be noted that it is proposed that a similar project also be launched so that the whole of Drakenstein's youth can benefit.

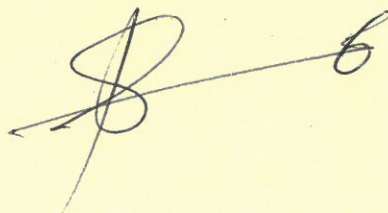
The following meetings were confirmed as correct:

- i. Confidential meeting held on 24 January 2018;
- ii. Ordinary meeting held on 30 January 2018; and
- iii. Confidential meeting held on 30 January 2018.

5. SCHEDULE OF DECISIONS

**RESOLVED**

that the Schedule of Decisions, **be noted**.

A handwritten signature in blue ink, consisting of a stylized 'S' followed by a horizontal line and a small '6'.



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**6. EXECUTIVE MAYOR**

<b>6.1</b>	<b>REPORT AND RECOMMENDATIONS TO COUNCIL FROM THE AUDIT COMMITTEE: QUARTERLY MEETING HELD ON 12 DECEMBER 2017</b>
	<b>VERSLAG EN AANBEVELINGS AAN DIE RAAD VAN DIE OUDITKOMITEE KWARTAALLIKSE VERGADERING VAN 12 DESEMBER 2017</b>
	<b>INGXELO KUNYE NEZIPHAKAMISO KWI BHUNGA EVELA KWIKOMITHI YOPHICHOTO YEKOTA EYAYIBANJIWE NGOMHLA WE 12 DISEMBA 2017</b>

**RESOLVED that**

it be recommended to Council that:-

**1. Internal Audit**

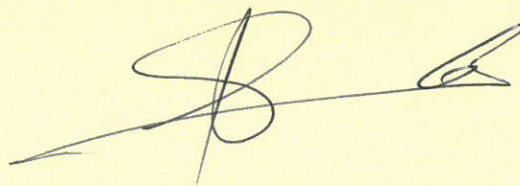
- 1.1 The organizational structure of Internal Audit remains adequate and independent;
- 1.2 Internal Audit reports submitted to the Audit Committee were noted and the Internal Audit reports for the quarter under review were completed as planned;
- 1.3 The quarterly assessment of performance information was carried out by Internal Audit. The completeness and accuracy of the Portfolios of Evidence continues to improve towards consistent achievement of clearly defined organizational and individual performance outcomes; and
- 1.4 Management is again advised to act timeously on the recommendations made by Internal Audit in their reports.

**2. Risk Management**

Risk management continues to be the focus of the Strategic Management Team.

**3. General**

- 3.1 The monitoring of water consumption by indigent users require urgent attention especially in light of the drought conditions;
- 3.2 The conflict of accountability regarding outstanding municipal accounts in the Saron/ Gouda area requires resolution and is being addressed by Management; and





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- 3.3 The vacancies in the Cash office have been raised as a concern and the Audit Committee has been assured by Management that they are dealing with the matter. Progress will be monitored by the Audit Committee.

Meeting: Mayco – 24/01/2018		Submitted by Directorate: Internal Audit	
Ref No: 3/3/1/3/9/1		Author/s: R Jaftha	
Coll Nr: 1273495		Referred from:	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

<b>6.2 REVISED TOP LAYER SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2017-2018</b>
<b>HERSIENE TOPVLAK DIENSLEWERING EN BEGROTINGS IMPLEMENTERINGSPLAN 2017-2018</b>
<b>UHLOLWA LOMALEKO OPHEZULU WOBONELELO LWENKONZO KUNYE NOYILO LOLUMILISELWA KOHLAHLLO LWABIWO MALI LIKA 2017-2018</b>

**RESOLVED that**

this matter be referred to the Mayoral Committee meeting of 28 February 2018.

Meeting: Mayco – 24/01/2018		Submitted by Directorate: IDP and Performance Management	
Ref No: 2/2/8		Author/s: F Qebanya	
Coll Nr: 1279210		Referred from:	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

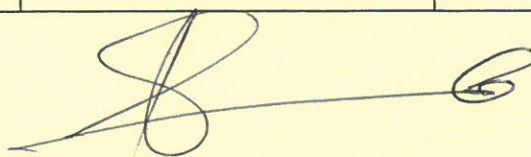
**7. PLANNING AND ECONOMIC DEVELOPMENT**

<b>7.1 REQUEST TO APPROVE THE DRAFT INVESTMENT INCENTIVE POLICY</b>
<b>VERSOEK DAT DIE KONSEP BELEGGINGSAANSPORINGSBELEID GOEDGEKEUR WORD</b>
<b>ISICELO SOKUQINISEKISWA KWE DRAFT INVESTMENT INCENTIVE POLICY</b>

**RESOLVED that**

This matter be referred back for further refinement.

Meeting: Mayco – 21/02/2018 Ref No: 1/B Coll Nr: 1273269		Submitted by Directorate: Planning and Development Author/s: C Phillips Referred from: Plan & Dev Portfolio - 07/02/2018	
<u>PAR:</u>	<u>ACTION:</u>  Re-submit item	<u>RESPONSIBLE DEPARTMENT:</u>  ED: Planning and Development	<u>DUE DATE:</u>





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<b>7.2</b>	<b>ALLOCATION OF BUSINESS SITES AT GOUDA BUSINESS HIVE</b>
	<b>TOEKENNING VAN BESIGHEIDSPERSELE BY GOUDA BESIGHEIDSKORF</b>
	<b>AKWABELWANO LOMHLABA WOSHISHINO E GOUDA BUSINESS HIVE</b>

**RESOLVED that**

1. the report be noted;
2. the business sites at Gouda Business Hire be allocated to the following applicants:-
  - 2.1 Adam September;
  - 2.2 Jacqueline Claassen;
  - 2.3 Keith Anderson;
  - 2.4 Marilyn Jones; and
  - 2.5 Felicia Hendricks.
3. the tenants pay a monthly rental of R100,00; and
4. a contract be concluded with the entrepreneurs.

Meeting: Mayco – 21/02/2018 Ref No: 17/7/3/2 (Gouda) Coll Nr: 1274419		Submitted by Directorate: Planning and Development Author/s: C Phillips Referred from: Plan & Dev Portfolio - 07/02/2018	
<u>PAR:</u>	<u>ACTION:</u>  Implement decision	<u>RESPONSIBLE DEPARTMENT:</u>  ED: Planning and Development	<u>DUE DATE:</u>

<b>7.3</b>	<b>REQUEST FOR APPROVAL TO ASSIGN DRAKENSTEIN LOCAL TOURISM ASSOCIATION (DLTA) TO PROJECT MANAGE THE IMPLEMENTATION OF THE ARTS AND CRAFT ROUTE</b>
	<b>VERSOEK OM GOEDKEURING OM DRAKENSTEIN PLAASLIKE TOERISMEVERENIGING (DLTA) AAN TE STEL OM DIE GOEDGEKEURDE KUNS- EN KUNSVLYTROETE TE IMPLEMENTEER</b>
	<b>ISICELO SOKUQINISEKISA UKUNIKIZELO LWE DRAKENSTEIN LOCAL TOURISM ASSOCIATION (DLTA) UKULAWULA KWEPROJEKTI NGOKUMILISELA IMIGAQO YEMISEBENZI YOBUGCULE NOBUGCISA</b>

**RESOLVED that**

this matter be referred back.

Meeting: Mayco – 21/02/2018 Ref No: 10/1/8 Coll Nr: 1274556		Submitted by Directorate: Planning and Development Author/s: C Phillips Referred from: Plan & Dev Portfolio - 07/02/2018	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>



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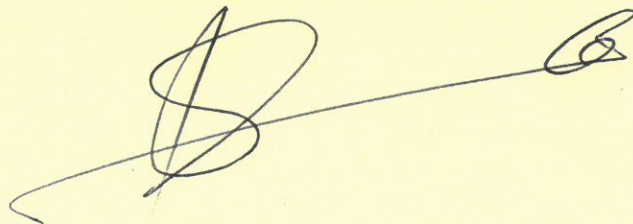
<b>7.4 REQUEST FOR APPROVAL TO SPONSOR A CASH CONTRIBUTION TOWARDS THE ANNUAL PAARL OMMIBERG HARVEST CELEBRATION (POHC): 3 MARCH 2018</b>
<b>VERSOEK VIR GOEDKEURING VIR 'N KONTANTBYDRAE AAN DIE JAARLIKSE PAARL OMMIBERG OESFEES: 3 MAART 2018</b>
<b>ISICELO SOKUQINISEKISWA KWENXASO MALI YOMBHIYOZO WONYAKA WE PAARL OMMIBERG (POHC): 3 MATSHI 2018</b>

The Committee emphasized that the 3 year financial support period should not be exceeded.

**RESOLVED that**

1. the report be noted;
2. the deviation from Clause 9.3.3.3 of the approved Financial Support for Events of 2017, which states, "An event will only be eligible for funding for three years, unless motivated and in exceptional cases. In such cases the motivations will be timeously submitted to our Mayoral Committee for approval", be approved;
3. a cash contribution of R50 000,00 in support of the POHC 2018 event, be approved;
4. the event organiser understands that no future funding beyond the 2017/2018 financial year is guaranteed;
5. the event organiser enters into a Memorandum of Understanding with the municipality; and
6. a full close-out report be submitted to the municipality within three months of the event.

Meeting: Mayco – 21/02/2018 Ref No: 5/13/1/1 Coll Nr: 1275157		Submitted by Directorate: Planning and Development Author/s: C Phillips Referred from: Plan & Dev Portfolio - 07/02/2018	
<u>PAR:</u>  2-6	<u>ACTION:</u>  Implement decision	<u>RESPONSIBLE DEPARTMENT:</u>  ED: Planning and Development	<u>DUE DATE:</u>





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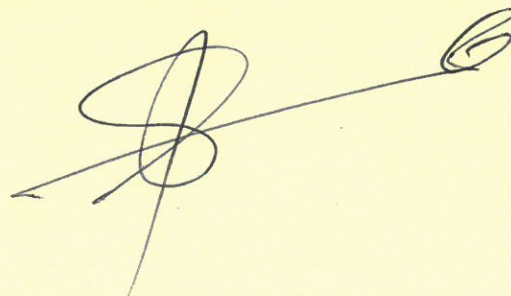
<b>7.5 REQUEST FOR APPROVAL TO PROVIDE IN-KIND SUPPORT AND A CASH CONTRIBUTION TOWARDS THE ANNUAL BOLAND SUMMER FESTIVAL: 22 – 25 MARCH 2018</b>
<b>VERSOEK OM 'N IN-NATURA EN KONTANT BYDRAE TOT DIE JAARLIKSE BOLAND SOMERSFEES GOED TE KEUR: 22- 25 MAART 2018</b>
<b>ISICELO SESIQINISEKISO SENXASO MALI YOKUNCEDISA KUMBHIYOZO WONYAKA WE BOLAND SUMMER: 22 – 25 MATSHI 2018</b>

It was requested that paragraph 5.4.5 on page 4 of the Memorandum of Understanding be removed.

**RESOLVED that**

1. the report be noted;
2. the deviation from Clause 9.3.3.3 of the approved Financial Support for Events of 2017, which states, "An event will only be eligible for funding for three years, unless motivated and in exceptional cases. In such cases the motivations will be timeously submitted to our Mayoral Committee for approval", be approved;
3. in-kind support to the maximum of R87 200,00 in terms of municipal services and a cash contribution of R50 000,00 for the festival, be approved;
4. the event organiser understands that no future funding beyond the 2017/2018 financial year is guaranteed;
5. the event organiser enters into a Memorandum of Understanding with the Municipality; and
6. a full close-out report be submitted to the municipality within three months of the event.

Meeting: Mayco – 21/02/2018 Ref No: 5/13/1/1 Coll Nr: 1275362		Submitted by Directorate: Planning and Development Author/s: C Phillips Referred from: Plan & Dev Portfolio - 07/02/2018	
<u>PAR:</u> 2-6	<u>ACTION:</u> Implement decision	<u>RESPONSIBLE DEPARTMENT:</u> ED: Planning and Development	<u>DUE DATE:</u>





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**7.6 REQUEST TO SPONSOR A CASH CONTRIBUTION TOWARDS THE ANNUAL RASTAFARIAN HERITAGE AND CULTURAL FESTIVAL: 30 MARCH – 02 APRIL 2018**

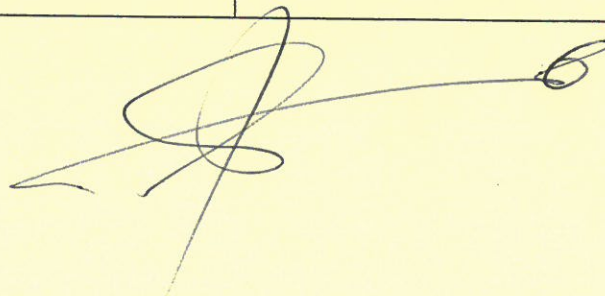
**VERSOEK OM GOEDKEURING OM 'N KONTANT BYDRAE VIR DIE JAARLIKSE RASTAFARIËR ERFENIS EN KULTUURFEES TE MAAK: 30 MAART - 02 APRIL 2018**

**ISICELO SENXASO MALI EKUNCEDISENI KUMBHIYOZO WONYAKA WE RASTAFARIAN HERITAGE KUNYE NE CULTURE: 30 MATSHI – 02 APRIL 2018**

**RESOLVED that**

1. the report be noted;
2. a cash contribution of R50 000,00 in support of the Rastafarian Heritage and Cultural Festival for 2018, be approved;
3. no in-kind support in respect of municipal services be provided and that all municipal services be paid by the event organiser;
4. the event organiser understands that no future funding beyond the 2017/2018 financial year is guaranteed;
5. the event organiser adheres to the approved Financial Support for Events Policy of 2017, other requirements as stipulated by the Municipality, as well as all applicable legislation be complied with, such as but not limited to, compliance to noise levels;
6. the event organiser enters into a Memorandum of Understanding with the Municipality; and
7. a full close-out report be submitted to the municipality within three months of the event.

Meeting: Mayco – 21/02/2018 Ref No: 5/13/1/1 Coll Nr: 1275392		Submitted by Directorate: Planning and Development Author/s: C Phillips Referred from: Plan & Dev Portfolio - 07/02/2018	
<b>PAR:</b> 2-7	<b>ACTION:</b> Implement decision	<b>RESPONSIBLE DIRECTORATE:</b> ED: Planning and Development	<b>DUE DATE:</b>





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<b>7.7 REQUEST TO SPONSOR A CASH CONTRIBUTION TOWARDS THE "OP 'N STASIE" COMMUNITY FESTIVAL: 04 – 05 MAY 2018</b>
<b>VERSOEK OM 'N KONTANT BYDRAE TE MAAK TEN GUNSTE VAN DIE "OP 'N STASIE" GEMEENSKAPSFEEES: 04 - 05 MEI 2018</b>
<b>ISICELO SENXASO MALI YOKUNCEDISA I " OP 'N STASIE" COMMUNITY FESTIVAL: 04 – 05 MAY 2018</b>

**RESOLVED that**

1. the report be noted;
2. a cash contribution of R50 000,00 in support of the "Op 'n Stasie" Community Festival, be approved;
3. the deviation from Clause 9.3.3.3 of the approved Financial Support for Events of 2017, which states, "An event will only be eligible for funding for three years, unless motivated and in exceptional cases. In such cases the motivations will be timeously submitted to our Mayoral Committee for approval", be approved;
4. the event organiser understands that no future funding beyond the 2017/2018 financial year is guaranteed;
5. the event organiser enters into a Memorandum of Understanding with the Municipality; and
6. a full close-out report be submitted to the municipality within three months of the event.

Meeting: Mayco – 21/02/2018 Ref No: 5/13/1/1 Coll Nr: 1275407		Submitted by Directorate: Planning and Development Author/s: C Phillips Referred from: Plan & Dev Portfolio - 07/02/2018	
<b>PAR:</b>  2-6	<b>ACTION:</b>  Implement decision	<b>RESPONSIBLE DIRECTORATE:</b>  ED: Planning and Development	<b>DUE DATE:</b>





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**7.8 REVIEW OF THE LEASE CONDITIONS FOR PATRIOT, WAMAKERS AND JAN PHILLIPS SQUARE PARKING AREAS AND USE AGREEMENT OF DEMARCATED PUBLIC STREETS**

**HERSIENING VAN DIE HUURKONTRAKVOORWAARDES VIR PATRIOT-, WAMAKERS-, EN JAN PHILLIPS PARKEERAREAS EN GEBRUIKSOORENKOMS VAN AFGEBAKENDE OPENBARE STRATE**

**UKUHLOLWA KWEMIQATHANGO YOKUQESHISA KWI PATRIOT, WAMAKERS NENDAWO YOKUMISA IMOTO E JAN PHILLIPS SQUARE KUNYE NESIVUMELWANO SOKUCANDA ISITALATO SOLUNTU**

**RESOLVED that**

this matter be referred back for further refinement.

Meeting: Mayco – 21/02/2018 Ref No: 5/13/1/1 Coll Nr: 1275312		Submitted by Directorate: Planning and Development Author/s: C Phillips Referred from: Plan & Dev Portfolio - 07/02/2018	
<u>PAR:</u>	<u>ACTION:</u>  Re-submit item	<u>RESPONSIBLE DIRECTORATE:</u>  ED: Planning and Development	<u>DUE DATE:</u>

**7.9 REVIEW OF THE LEASE CONDITIONS FOR ERVEN 10841, 11164 AND A PORTION OF ERF 8574 PAARL (ALSO KNOWN AS VAN DER LINGEN SQUARE)**

**HERSIENING VAN DIE HUURKONTRAK VOORWAARDES VIR ERWE 10841, 11164 EN 'N GEDEELTE VAN ERF 8574 PAARL (OOK BEKEND AS VAN DER LINGENPLEIN)**

**UKUHLOLWA KWEMIGAQO YOKUQESHISA KWEZIZA 10841, 11164 KUNYE NECEBA LESIZA 8574 E PAARL (ELIBIZWA NJENGE VAN DER LINGEN SQUARE)**

**RESOLVED that**

this matter be referred back for further refinement.

Meeting: Mayco – 21/02/2018 Ref No: 5/13/1/1 Coll Nr: 1275346		Submitted by Directorate: Planning and Development Author/s: C Phillips Referred from: Plan & Dev Portfolio - 07/02/2018	
<u>PAR:</u>	<u>ACTION:</u>  Re-submit item	<u>RESPONSIBLE DIRECTORATE:</u>  ED: Planning and Development	<u>DUE DATE:</u>





**8. HUMAN SETTLEMENTS AND PROPERTY MANAGEMENT**

<b>8.1 MUNICIPAL OWNED RENTAL STOCK</b>
<b>HUUREENHEDE IN MUNISIPALE BESIT</b>
<b>IZINDLU EZIQESHISWAYO EZIKAMASIPALA</b>

**RESOLVED that**

1. the report on Council rental stock be noted;
2. an investigation be undertaken into options to transfer existing rental units to tenants (where feasible);
3. budget permitting, an audit of rental stock be undertaken pertaining to the condition of the rental stocks, the scope of work required to overhaul the stock inclusive of budget requirements, and operating cost to maintain along with a maintenance plan;
4. the Provincial Department of Human Settlements (Affordable Housing and Rental branch) be approached with the view to co-operate and assist the municipality with possible funding to upgrade the existing rental stock;
5. a process to establish Tenant Committees to assist with the coordination and general liaison between the municipality and its tenants be undertaken;
6. a housing consumer education program aimed at tenants of municipal rental stock to enable tenants to better understand their roles and responsibilities as tenants of Council's rental stock be undertaken; and
7. the practice of not permitting qualifying tenants to be on the active Housing Demand Database, and hence be eligible for a housing opportunity, be stopped immediately and a process be undertaken to ensure that all qualifying tenants are on the Housing Demand Database in order for them to access a housing opportunity should such opportunities become available.

Meeting: Mayco – 21/02/2018 Ref No: 17/5/5/1 Coll Nr: 1274529		Submitted by Directorate: Planning and Development Author/s: F Rhoda Referred from: Plan & Dev Portfolio - 7/02/2018	
<u>PAR:</u> 1-7	<u>ACTION:</u> Implement decision	<u>RESPONSIBLE DEPARTMENT:</u> ED: Planning and Development (Human Settlements)	<u>DUE DATE:</u>





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<b>8.2 VLAKKELAND HOUSING PROJECT: PROPOSED LAND AVAILABILITY AGREEMENT</b>
<b>VLAKKELAND BEHUISINGSPROJEK: VOORGESTELDE GRONDBESKIKBAARHEID OOREENKOMS</b>
<b>I PROJEKTI YEZINDLU E VLAKKELAND: ISINDULULO SESIVUMELWANO SOKUFUMANA UMHLABA</b>

**RESOLVED that**

it be recommended to Council that:-

1. the draft Land Availability Agreement (Annexure A to the departmental report) be accepted; and
2. the City Manager be authorized to finalise and sign the agreement on behalf of Council.

Meeting: Mayco – 21/02/2018 Ref No: 17/5/1/1 Coll Nr: 1275677		Submitted by Directorate: Planning and Development Author/s: F Rhoda Referred from: Plan & Dev Portfolio - 07/02/2018	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT</u>	<u>DUE DATE:</u>

**9. CORPORATE SERVICES**

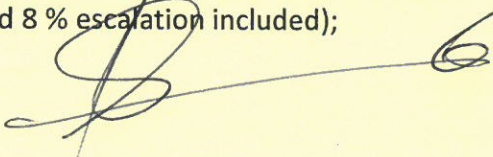
<b>9.1 RENEWAL OF LEASE AGREEMENT- WAMAKERSVALLEI TRAINING CENTRE: ERVEN 2014 AND 12682, BREEDT STREET, WELLINGTON</b>
<b>HERNUWING VAN HUUROOREENKOMS - WAMAKERSVALLEI OPLEIDINGSENTRUM: ERWE 2014 EN 12682, BREEDTSTRAAT, WELLINGTON</b>
<b>UKUHLAZIWA KWESIVUMELWANO SOKUQESHISA – WAMAKERSVALLEI TRAINING CENTRE: IZIZA 2014 KUNYE NE 12682, BREEDT STREET, E WELLINGTON</b>

**RESOLVED that**

it be recommended to Council that:-

1. in terms of Section 34 of the Municipal Asset Transfer Regulations, **final approval** be granted for the renewal of the lease of erven 2014 and 12682 Wellington, measuring  $\pm 1014m^2$  and  $344m^2$  respectively, to the Wamakersvallei Training Centre, subject to the standard lease conditions as well as the following further conditions:-

- 1.1 The property will be leased at a subsidized rental of R876.48 per month (VAT excluded and 8 % escalation included);





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- 1.2 The lease will endure for a period of 3 years, after which the renewal thereof will be reviewed by Council;
- 1.3 All existing conditions of lease will remain applicable; and
2. the property not be put out on tender since the Wamakersvallei Training Centre provides an important and affordable training opportunities for the community of Drakenstein, and therefore it would not be in the interest of the community to terminate such service.

Meeting: Mayco – 21/02/2018 Ref No: 15/4/1 (2014)W Coll Nr: 1270892		Submitted by Directorate: Corporate Services Author/s: N Williams Referred from: Corporate Serv Port - 06/02/2018	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

<b>9.2 LEASE OF MUNICIPAL PROPERTY - PORTION 2 OF THE FARM NO 936, PAARL (SIMONDIUM) TO THE SIMONDIUM RURAL DEVELOPMENT FORUM</b>
<b>VERHURING VAN MUNISIPALE EIENDOM - GEDEELTE 2 VAN DIE PLAAS NR 936, PAARL (SIMONDIUM) AAN DIE SIMONDIUM LANDELIKE ONTWIKKELINGSFORUM</b>
<b>UKUQESHWA KWEPROPATI KAMASIPALA – ICEBA 2 LEFAMA NOMBHOLO 936, E PAARL (SIMONDIUM) KWI SIMONDIUM RURAL DEVELOPMENT FORUM</b>

**RESOLVED that**

it be recommended to Council that:-

1. in terms of Section 34 of the Municipal Asset Transfer Regulations, ***final approval*** be granted for the lease of the municipal building on Portion 2 of the Farm No 936, Paarl to the Simondium Rural Development Forum, subject to the standard lease conditions as well as the following further conditions:-
- 1.1 The property will be leased at a monthly subsidized rental of R112.50 (VAT excl.);
- 1.2 The lease will endure for a period of 1 year, after which the renewal thereof will be reviewed by Council; and
- 1.3 All existing lease conditions remain applicable.





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2. the property not be put out on tender since the Simondium Rural Development Forum provides an essential community support service within the Simondium area and therefore it would not be in the interest of the community to terminate such service.

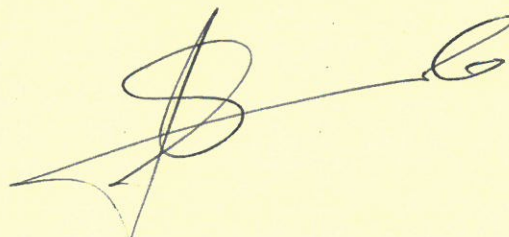
Meeting: Mayco – 21/02/2018 Ref No: 15/4/1 F (936) P Coll Nr: 1270865		Submitted by Directorate: Corporate Services Author/s: N Williams Referred from: Corporate Serv Port – 06/02/2018	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

<b>9.3 LEASE OF MUNICIPAL PROPERTY TO NS 64 BUSINESS ENTERPRISES - ROOM C, PORTION OF ERF 2689, MATHAKATHA STREET, MBEKWENI</b>
<b>HUUR VAN MUNISIPALE EIENDOM AAN NS 64 BUSINESS ENTERPRISES KAMER C GEDEELTE VAN ERF 2689, MATHAKATHASTRAAT, MBEKWENI</b>
<b>UKUQESHWA KWEPROPATI KAMASIPALA KWI NS 64 BUSINESS ENTERPRISES – IGUMBI C, ICEBA LESIZA 2689, MATHAKATHA STREET, MBEKWENI</b>

**RESOLVED that**

it be recommended to Council that:-

1. in terms of Regulation 34 of the Municipal Asset Transfer Regulations, **final approval** be granted for the lease of Room C, situated on a portion of Erf 2689, Mbekweni ( $\pm 16m^2$ ) to NS 64 Business Enterprises, subject to the normal lease conditions as well as the following further conditions:-
  - 1.1 The property be leased at 20 % of the market value which is R80.00 per month (VAT excluded);
  - 1.2 The lease endures for a period of one (1) year, after which renewal thereof might be considered by Council;
  - 1.3 All administrative and legal requirements be adhered to;
  - 1.4 The lessee be responsible for payment of all municipal services; and





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- 1.5 The subject property only be used for business purposes and for no other purpose.

Meeting: Mayco – 28/02/2018 Ref No: 15/4/1 (2689) M Coll Nr: 1270850		Submitted by Department: Corporate Services Author/s: N Williams Referred from: Corporate Serv Port – 06/02/2018	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

<b>9.4 PROPOSED ALIENATION OF A PORTION OF ERF 3541, UPPER BOSMAN STREET, PAARL TO ADJACENT LANDOWNER OF ERF 3519, PAARL</b>
<b>VOORGESTELDE VERVREEMDING VAN 'N GEDEELTE VAN ERF 3541, BO-BOSMANSTRAAT, PAARL AAN AANGRENSENDE EIENAAR VAN ERF 3519, PAARL</b>
<b>ISINDULULO SOKUPHEPHELA LECEBA LESIZA 3541, UPPER BOSMAN STREET E PAARL KUBANINI BENDAWO ABAKUFUTSHANE KWISIZA 3519 E PAARL</b>

**RESOLVED that**

this matter be referred back for re-assessment.

Meeting: Mayco – 21/02/2018 Ref No: 15/4/1 Coll Nr: 1271328		Submitted by Directorate: Corporate Services Author/s: F Williams Referred from: Corporate Serv Port – 06/02/2018	
PAR:	ACTION:  Re-submit item	RESPONSIBLE DEPARTMENT:  ED: Corporate Services	DUE DATE:

<b>9.5 LEASE OF MUNICIPAL PROPERTY TO PAARL TRAILER HIRE - PORTION OF ERF 4916, OOSBOSCH STREET, PAARL</b>
<b>HUR VAN MUNISIPALE EIENDOM AAN PAARL TRAILER HIRE – GEDEELTE VAN ERF 4916, OOSBOSCHSTRAAT, PAARL</b>
<b>UKUQESHISWA KWEPROPATI KAMASIPALA KWI PAARL TRAILER HIRE – ICEBA LESIZA 4916, OOSBOSCH STREET E PAARL</b>

**RESOLVED that**

it be recommended to Council that:-

- in terms of Regulation 34 of the Municipal Asset Transfer Regulations, final approval be granted for the lease of Erf 4916, Paarl approximately 1 640m<sup>2</sup> in extent to Paarl Trailer Hire, subject to the standard lease conditions as well as the following further conditions:-





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- 1.1 The property be leased at a market rental of R3 706.56 per month (VAT excluded and 8% annual escalation included) as determined by independent valuation;
  - 1.2 The lease endures for a period of two (2) years,
  - 1.3 The lease will be subject to all requirements as indicated by the Civil Engineering and Electrical Divisions;
  - 1.4 No permanent structures will be allowed, with the exclusion of a boundary fence;
  - 1.5 The subject property only be used for business purposes;
  - 1.6 The applicant be responsible for payment of all municipal services and connection fees (if available);
  - 1.7 All administrative and legal requirements be adhered to;
  - 1.8 No construction of structures will be allowed over the municipal sewer on the northern boundary of Erf 4916, Paarl;
  - 1.9 The installation of water and sewerage connections is subject to building plan submission and approval;
  - 1.10 Access will only be provided from the North West corner of the property; and
  - 1.11 The applicant takes note of the fact that the southern portion of the land is subject to road widening of Oosbosch Street and will in future be required for such purposes in which case no compensation will be payable for improvements on the land.
2. the property not be put out to tender at this stage since a portion thereof is required for future road widening and the lease thereof is therefore of a temporary nature and is advertised for objections. Once the road widening has been concluded, the possible calling for tenders in respect of the sale of the remainder of the land can be considered at that stage; and

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3. the objectors be informed of the reasons for the decision as set out in par 5.4 of the departmental report.

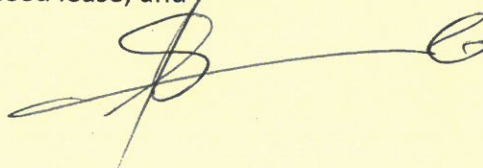
Meeting: Mayco – 21/02/2018 Ref No: 15/4/1 (4916) P Coll Nr: 1271002		Submitted by Directorate: Corporate Services Author/s: N Williams Referred from: Corporate Serv Port – 06/02/2018	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

9.6	PROPOSED RENEWAL OF LEASE OF THE BOWLING CLUB FACILITIES SITUATED ON A PORTION OF ERF 31005 FAURE STREET, PAARL TO THE PAARL BOWLING CLUB
	VOORGESTELDE HERNUWING VAN DIE VERHURING VAN DIE ROLBALKLUB FASILITEITE GELEË OP 'N GEDEELTE VAN ERF 31005, FAURESTRAAT, PAARL AAN DIE PAARL ROLBALKLUB
	ISINDULULO SOKUHLAZIWA KOKUQESHISWA KWENDAWO YE BOWLING CLUB EKWICEBA LESIZA 31005 FAURE STREET E PAARL KWI PAARL BOWLING CLUB

## RESOLVED that

it be recommended to Council that:-

1. in terms of regulation 34 of the Municipal Asset Transfer Regulations, *in principle approval* be granted for the renewal of the lease agreement with the Paarl Bowling Club in respect of the clubhouse and bowling courts situated on a portion of erf 31005, Paarl, subject to the standard lease conditions as well as the following further conditions:-
  - 1.1 The property will be leased at a subsidized rental to be determined by an independent valuer;
  - 1.2 The lease will endure for a period of 3 years, after which the renewal thereof will be reviewed by Council;
  - 1.3 The applicant be responsible for the payment of all municipal services and the relevant deposits payable;
  - 1.4 The Drakenstein Municipality to insure the immovable property and the Club insures the movable assets;
  - 1.5 All administrative and legal requirements be adhered to; and
  - 1.6 The lease be advertised in the local press for objections and counter offers by other interested parties and that all abutting landowners be notified of the proposed lease; and





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2. the property not be put out on tender since it has been earmarked as a sport facility for use as a bowling club facility. The proposal will however be duly advertised for public comment/counter offers.

Meeting: Mayco – 24/01/2018 Ref No: 15/4/1 (31005) P Coll Nr: 1253339		Submitted by Department: Corporate Services Author/s: N Williams Referred from: Corporate Serv Port – 06/02/2018	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

**9.7 PROPOSED ALIENATION OF ERF 4135, PINZI STREET, MBEKWENI FOR CHURCH AND SOCIAL WELFARE PURPOSES**

**VOORGESTELDE VERVREEMDING VAN ERF 4135, PINZISTRAAT, MBEKWENI VIR KERK EN WELSYNSDOELEINDES**

**ISINDULULO SOKUPHEPHELA KWISIZA 4135 PINZI STREET E MBEKWENI KUSENZELWA ICWE KUNYE NENTLALONTLE**

**RESOLVED that**

this matter be referred back for further information.

Meeting: Mayco – 21/02/2018 Ref No: 15/4/1 (31005)P Coll Nr: 1253339		Submitted by Directorate: Corporate Services Author/s: N Williams Referred from: Corporate Serv Port – 06/02/2018	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
	Re-submit item	ED: Corporate Services	

**9.8 PROPOSED ALIENATION OF ERVEN 7527 – 7530 AND 7541 – 7543, GABBEMA DOORDRIFT AND COSTERTON AVENUES, COURTRAI, PAARL FOR RESIDENTIAL DEVELOPMENT PURPOSES**

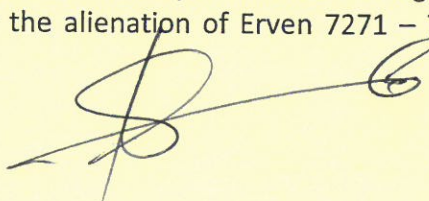
**VOORGESTELDE VERVREEMDING VAN ERWE 7527 – 7530 EN 7541 – 7543, GABBEMA DOORDRIFT EN COSTERTON RYLAAN, COURTRAI, PAARL VIR RESIDENSIËLE ONTWIKKELINGSDOELEINDES**

**ISINDULULO SOKUPHEPHELA KWISIZA 7527 – 7530 KUNYE NE 7541 – 7543 E GABBEMA DOORDRIFT KUNYE NE COSTERTON AVENUES, COURTRAI E PAARL KUSENZELWA UPHUHLISO LOKUHLALA ABANTU**

**RESOLVED that**

it be recommended to Council that:-

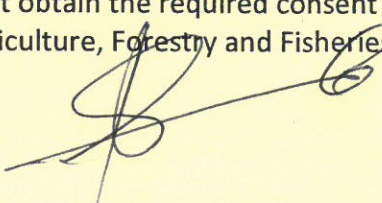
1. in terms of Section 14 of the Municipal Finance Management Act approval in principle be granted for the alienation of Erven 7271 – 7530 and Erven 7541 -





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7543, Courtrai, Paarl, together as a package, at a market related reserve selling price to be determined by an independent valuer, via a public auction process, subject to the normal conditions of sale as well as the following further conditions:-

- 1.1 The property only be used for low density residential purposes with one residential dwelling unit per individual erf as indicated on General Plan No 1041LD Courtrai Township Extension No. 2 and the Drakenstein Municipal Spatial Development Framework;
  - 1.2 The purchaser must undertake and will be responsible for all development costs e.g closure, survey, rezoning of the property from reservation of land: public open space" to "single dwelling residential", advertisement, relocation of services, required studies (if applicable) and any other costs related to the development and the obtaining of all required statutory approvals for the proposed development;
  - 1.3 Any relocation or upgrading of existing services or installation of new services will be undertaken by and at the cost of the purchaser and must be done in consultation with the Department: Engineering Services;
  - 1.4 The development of the subject property must adhere to the time frames set out in the auction specifications;
  - 1.5 All costs related to the transfer of the property will be for the purchaser's account;
  - 1.6 A reversionary clause shall be applicable to the subject properties should the purchaser fail to develop the properties as per the conditions as set out in the auction conditions or should the purchaser intend to sell the undeveloped land or a portion thereof or intend to use the properties for any other purpose other than specified in the transaction conditions;
  - 1.7 Suspensive conditions shall be applicable with respect to the approval of land use rights and approvals in terms of applicable legislation and the municipality may add additional suspensive conditions in respect of any other matter it deems appropriate;
  - 1.8 The transaction be subject to all conditions as specified in the auction conditions and additional requirements as determined by the technical departments;
  - 1.9 The purchaser must obtain the required consent (permit) from the Department of Agriculture, Forestry and Fisheries in order for the
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Podocarpus (geelhoutbome) trees to be taken down or pruned for more than 25%. The consent may be obtained upon submission of an application with motivation to the said department, whom will issue a consent by way of a permit upon favourable consideration of the application;

2. the proposed transaction be advertised for objections prior to the auction process; and
3. erven 7532 and 7531, Paarl be retained by the municipality and continued to be used as a public open space.


Meeting: Mayco – 21/02/2018 Ref No: 15/4/1 (7527) P Coll Nr: 1271908		Submitted by Directorate: Corporate Services Author/s: Nicola October Referred from: Corporate Serv Port – 06/02/2018	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

<b>9.9 PROPOSED ALIENATION OF A PORTION OF ERF 15964 PAARL SITUATED IN PAULUS STREET, TO THE REFORMED OLD APOSTOLIC CHURCH</b>
<b>VOORGESTELDE VERVREEMDING VAN 'N GEDEELTE VAN ERF 15964 PAARL GELEË TE PAULUSSTRAAT AAN DIE GEREFORMEERDE OU APOSTOLIESE KERK</b>
<b>ISINDULULO SOKUPHEPHELA KWECEBA LESIZA 15964 E PAARL ELISE PAULUS STREET KWI REFORMED OLD APOSTOLIC CHURCH</b>

**RESOLVED that**

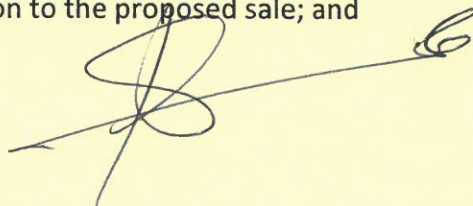
it be recommended to Council that:-

1. in terms of Section 14 of the MFMA Council resolves:-
  - 1.1 The subject properties (to be alienated) are not needed to provide the minimum level of basic municipal services; and
  - 1.2 The fair market value of the assets 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 **final approval** be granted for the alienation of a portion of Erf 15964, Paarl, measuring approximately 636 square metres in extent, situated in Paulus Street, to the Reformed Old Apostolic Church, subject to the standard conditions of sale and the following further conditions:-





- 2.1 The subject property be sold and be consolidated the with the church's existing property, namely Erf 13116, Paarl. This consolidation must be registered simultaneously with the registration of transfer of the subject property;
  - 2.2 The property be sold at 10% of market value (R100 000.00), which amounts to R10 000.00 (VAT excl.);
  - 2.3 The applicant will be responsible for the obtaining of all the required land use rights, the cost of which will be for the applicant's account, in order to use the site for the intended use;
  - 2.4 All costs related to the transfer and development of the properties will be for the account of the applicant;
  - 2.5 Should it be required, the relocation or protection of any municipal services must be done in consultation with the Department Engineering Services, at the applicant's account;
  - 2.6 All municipal services on the subject property must remain accessible to the Municipality at all times. This must be registered as a condition of title;
  - 2.7 No structures will be allowed within 3 metres of any municipal services; and
  - 2.8 Any damage caused to municipal services will be repaired at the cost of the applicant.
3. a reversionary clause be registered against the title of the subject property in favour of the Drakenstein Municipality should the applicant intend to sell the property or a portion thereof.
  4. the applicant be required to:-
    - 4.1 Commence with the lodging of applications for development rights, if applicable, and building plans within three (3) months from signing the deed of sale;
    - 4.2 Obtain development rights and approval of building plans within 18 months from signing of deed of sale or such extended period as agreed upon between the applicant and Municipality. This condition will be a suspensive condition to the proposed sale; and

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- 4.3 The proposed transaction be registered within 6 months of obtaining the required land use rights and confirmation of the fulfilment of all suspensive conditions.
5. the subject property not be sold via public tender process due to the fact that the property will be utilized for the extension of the existing property.

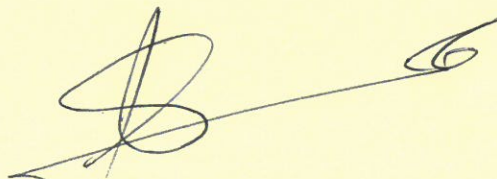
Meeting: Mayco – 21/02/2018		Submitted by Directorate: Corporate Services	
Ref No: 15/4/1 (15964) P		Author/s: N October	
Coll Nr: 1258683		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

<b>9.10 PROPOSED REVISED MEETING DATES OF THE SECOND MAYORAL COMMITTEE AND FINANCE PORTFOLIO COMMITTEE (2018)</b>
<b>VOORGESTELDE GEWYSIGDE VERGADERDATUMS VAN DIE TWEDE BURGEMEESTERSKOMITEE EN FINANSIES PORTFOLIOKOMITEE (2018)</b>
<b>ISINDULULO SOKUQWALASELWA KWAKHONA KWENTSUKU ZENTLANGANISO YEKOMITI KASODOLOPHU SESIBINI KUNYE NEKOMITI YEMICIMBI YESEBE LEZEMALI (2018)</b>

RESOLVED that

the revised meeting dates for the second Mayoral Committee and Finance Portfolio Committee (2018) be approved.

Meeting: Mayco – 21/02/2018		Submitted by Directorate: Corporate Services	
Ref No: 3/3/1/2		Author/s: FP Goosen	
Coll Nr: 1281130		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
	Implement decision	ED: Corporate Services	





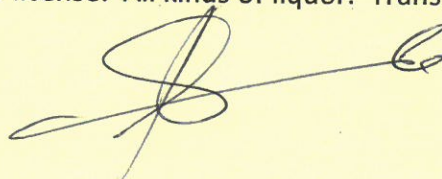
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**10. PUBLIC SAFETY**

<b>10.1 BY-LAW LIQUOR TRADING DAYS AND HOURS - APPROVAL OF COMMENTS TO BE FORWARDED TO THE WESTERN CAPE LIQUOR AUTHORITY</b>
<b>VERORDENING: DRANKHANDELS DAE EN URE - GOEDKEURING VAN KOMMENTAAR VIR INDIENING BY DIE WES-KAAPSE DRANKRAAD</b>
<b>UMGAQO NKQUBO WENTSUKU NE NAMAXESHA OKUTHENGISWA KOTYWALA - UKWAMKELWA KWEZIMVO EZIYAKUGQITHISWA KWI WESTERN CAPE LIQUOR AUTHORITY</b>

**RESOLVED that**

1. the following applications for liquor licenses **be supported** and the comments received from the Department Planning and Development (Land Use), Ward Councillor and SAPS of applications received as stated in Schedule 1, be forwarded to the Western Cape Liquor Authority:-
  - 1.1 Pontac Manor, Paarl: Application in terms of Section 33 (1)(b). A license for the sale of liquor for consumption on the premises where liquor is sold. The necessary land use rights are in place;
  - 1.2 Dvine Expo & Events, Wellington: Application in terms of Section 33(1). A license for the sale of liquor for consumption on the premises where liquor is sold. The necessary land use rights are in place;
  - 1.3 Tops at Wellington: Section 66(2) Removal of liquor license. The necessary land use rights are in place;
  - 1.4 Dunters Pub, Paarl: Section 36 (Reg) 9 (3): A license for the sale of liquor on the premises where the liquor is sold. The necessary land use rights are in place;
  - 1.5 Kikka Coffe Shop, Paarl: Section 36 (Reg) 9 (3): A license for the sale of liquor on the premises where the liquor is sold. The necessary land use rights are in place;
  - 1.6 Laugh it out Promotion CC, Wellington: Section 65(1) - Reg. 32(2)(a): Application for the transfer of liquor license: All kind of liquor. Transfer of license from Bainskloof Conner Lodge CC to Laugh it off Promotions CC. The necessary land use rights are in place;
  - 1.7 Budget Liquor Trading, Wellington: Section 65(1) Reg. 32(a): Application for transfer of liquor license: All kinds of liquor. Transfer of license from





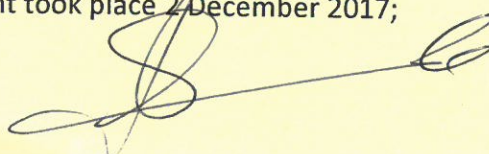
**DRAKENSTEIN MUNICIPALITY**  
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Klipkop Valley Trade (Pty) Ltd to Budget Liquor Trading. The necessary land use rights are in place;

- 1.8 Santa Annas, Paarl: Section 33(1)(b) A license for the sale of liquor for consumption on the premises where the liquor is sold.
- 1.9 The Cheetah Experience Ashia, Paarl: Section 36 (Reg. 9(3): A license for the sale of liquor for consumption on and off the premises where the liquor is sold. The necessary land use rights are in place;
2. The following applications not be supported:-
  - 2.1 Afterlife, Paarl: Selling of all kinds of liquor for consumption on the licensed area. Extension requested from 02:00 - 04:00 (Fridays, Saturday and Public Holidays), not be approved and the existing trading hours still applies;
  - 2.2 2 Shots CC, Paarl: the application be withdrawn and referred back to the department for further investigation;
  - 2.3 Hugenote Sports Pub, Paarl: Selling of all kind of liquor for consumption on the licensed area. Extension requested from 02:00 -04:00 (Friday, Saturday and Public Holidays) not be approved. (Ward Councillor do not support the application);
  - 2.3 Kwabaca Off Sales, Mbekweni: Section 33(1) (c): A license for the sale of liquor for consumption off the premises where the liquor is sold. Application not supported by Department Planning and Development and SAPS; and
  - 2.4 Mavuyi's Place, Mbekweni: Section 33(1) (b): A license for the sale of liquor for consumption on the premises where the liquor is sold. Application not recommended by the Department Planning and Development, the Ward Councillor and SAPS.
3. the comments forwarded to the Western Cape Liquor Authority be noted for temporary liquor licenses for the following special events be noted:-
  - 3.1 JP21 Super Eight Cricket Day, Event took place 17 December 2017;
  - 3.2 Drakenstein Festive Splash, Event took place 23 December 2017 - 7 January 2018;
  - 3.3 ATKV Rieldans. Event took place 24 December 2017;





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- 3.4 Bar Di Bar Exhibitiona. Event taking place from 20 November 2017 - 30 April 2018;
- 3.5 TP Le Pique Nique. Event took place 26 December 2017 and 1 January 2018;
- 3.6 Sexy Groovy Love. Event took place 2 December 2017;
- 3.7 Veuve Clicquot Master Polo 2018. Event taking place 3 March 2018;
- 3.8 Kinky Summer. Event took place 31 December 2017;
- 3.9 Summer Splash. Event took place 14, 15, 16 and 17 December 2017;
- 3.10 Kinky Summer. Event took place 20 January 2018;
- 3.11 Paarl Ommiberg Festival - Perdeberg 2018. Event taking place 3 March 2018;
- 3.12 Boukert Soenen Road Cycle Challenge. Event taking place 4 February 2018; and
- 3.13 Paarl Ommiberg Festival - Windmeul Kelder 2018. Event taking place 3 March 2018.

Meeting: Mayco – 21/02/2018		Submitted by Directorate: Community Services	
Ref No: 1/2/2/17		Author/s: A Booysen	
Coll Nr: 1273493		Referred from: Community Serv Portf - 06/02/2018	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
1-3	Implement decision	ED: Community Services	





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**11. SOCIAL SERVICES**

<b>11.1 GRANT IN AID FUNDING 2017-2018</b>
<b>HULPTOELAE 2017-2018</b>
<b>INXASO MALI KA 2017-2018</b>

**RESOLVED that**

this matter be referred back for an updated report to be submitted to the second Mayoral Committee.

Meeting: Mayco – 21/02/2018		Submitted by Directorate: Community Services	
Ref No: 17/9/5		Author/s: J Rhoda	
Coll Nr: 1263832		Referred from: Community Serv Portf - 06/02/2018	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>
	Re-submit item	ED Community Services	

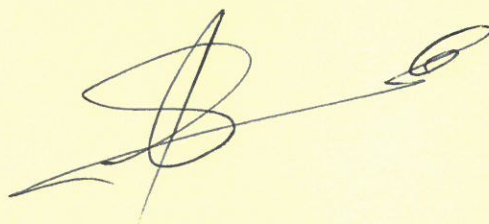
**12. RURAL MANAGEMENT**

<b>12.1 CAPE WINELANDS DISTRICT RURAL DEVELOPMENT PLAN (DRDP)</b>
<b>KAAPSE WYNLAND LANDELIKE ONTWIKKELINGSPLAN</b>
<b>I CAPE WINELANDS DISTRICT RURAL DEVELOPMENT PLAN (DRDP)</b>

**RESOLVED that**

this matter be referred back.

Meeting: Mayco – 21/02/2018 Ref No: 4/8/1/1 Coll Nr: 1274061		Submitted by Directorate: Planning and Development Author/s: T Cloete Referred from: Plan & Dev Portfolio - 07/02/2018	
<u>PAR:</u>	<u>ACTION:</u>  Re-submit item	<u>RESPONSIBLE DEPARTMENT:</u>  ED: Planning and Development	<u>DUE DATE:</u>





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**13. FINANCIAL SERVICES**

<b>13.1 WRITING-OFF OF IRRECOVERABLE DEBTORS REPORT: NOVEMBER 2017</b>
<b>AFSKRYF VAN ONINBARE DEBITEURE VERSLAG: NOVEMBER 2017</b>
<b>UKUCINYWA KWAMATYALA ANGAHLAWULWAYO - KWINYANGA KA NOVEMBA 2018</b>

**RESOLVED that**

1. the irrecoverable debt to the amount of R 3,437,478.55 written-off in terms of Council's Writing-Off of Irrecoverable Debt Policy for the month of November 2017, be noted; and
2. the amount of R 29,404,253.75 written-off for the first five (5) months of the 2017/2018 financial year, be noted.

Meeting: Mayco – 21/02/2018		Submitted by Directorate: Financial Services	
Ref No: 5/15/1		Author/s: A Abrahams	
Coll Nr: 1270209		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

<b>13.2 WRITING-OFF OF IRRECOVERABLE DEBTORS REPORT: 31 DECEMBER 2017</b>
<b>AFSKRYF VAN ONINBARE DEBITEURE VERSLAG: 31 DESEMBER 2017</b>
<b>UKUCINYWA KWAMATYALA ANGAHLAWULWAYO - KWINYANGA KA 31 DISEMBA 2017</b>

**RESOLVED that**

this matter be referred to the Mayoral Committee meeting of 28 February 2018.

Meeting: Mayco – 21/02/2018		Submitted by Directorate: Financial Services	
Ref No: 5/15/1		Author/s: A Abrahams	
Coll Nr: 1270864		Referred from:	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:





**MINUTES: MAYORAL COMMITTEE**  
**21 FEBRUARY 2018**

<b>13.3 WRITING-OFF OF IRRECOVERABLE DEBTORS REPORT: JANUARY 2018</b>
<b>AFSKRYF VAN ONINBARE DEBITEURE VERSLAG: JANUARIE 2018</b>
<b>UKUCINYWA KWAMATYALA ANGAHLAWULWAYO - KWINYANGA KA JANUWARI 2018</b>

**RESOLVED that**

this matter be referred to the Mayoral Committee meeting of 28 February 2018.

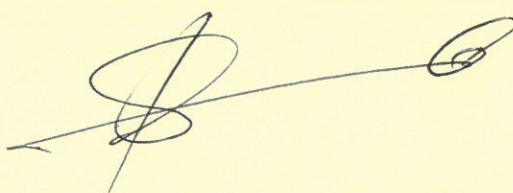
Meeting: Mayco – 21/02/2018		Submitted by Directorate: Financial Services	
Ref No: 5/15/1		Author/s: A Abrahams	
Coll Nr: 1278958		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

<b>13.4 MUNICIPAL FINANCE MANAGEMENT ACT: SECTION 71 MONTHLY BUDGET MONITORING REPORT FOR JANUARY 2018</b>
<b>MUNISIPALE FINANSIËLE BESTUURSWET: ARTIKEL 71 MAANDELIKSE BEGROTING VERSLAGDOENING VIR JANUARIE 2018</b>
<b>UMTHETHO WOKULAWULWA KWEMALI ZIKAMASIPALA: ICANDELO 71 NGENYANGA INGXELO YOKONGAMELA KOHLAHLA LWABIWO MALI YENYANGA KA JANUWARI 2018</b>

**RESOLVED that**

it be recommended to Council that:-

1. it be noted that the variance between the actual operating revenue (R1,440,214,700) and the pro rata budgeted operating revenue (R1,411,691,555) has a positive variance of R28,523,145 or 2.02%;
2. it be noted that the variance between the actual operating expenditure (R1,131,873,414) and the pro rata budgeted operating expenditure (R1,183,374,713) has a positive variance of R51,501,299 or 4.35%;
3. it be noted that the actual capital expenditure of R317,912,068 and the pro rata budgeted capital expenditure of R336,233,651 realised under spending of R18,321,582 or 5.45%;
4. it be noted that the actual capital expenditure of R317,912,068 represents 38.18% of the total capital budget of R832,635,300 after seven months of the financial year;



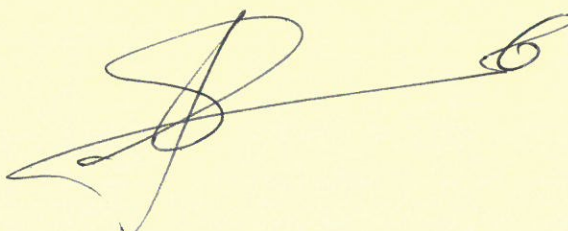


**DRAKENSTEIN MUNICIPALITY**  
**MINUTES: MAYORAL COMMITTEE**  
**21 FEBRUARY 2018**

30

5. it be noted that the actual and committed capital expenditure of R585,625,139 compared with the capital expenditure budget of R832,635,300 represent a spending percentage of 70.33% after seven months of the financial year;
6. it be noted that external borrowings amounted to R1,197,072,897 as at 31 January 2018 and that it represents 56.80% of Drakenstein's total budgeted operating revenue of R2,107,427,847 for the 2017/2018 financial year;
7. it be noted that unspent conditional and unconditional grants amounted to R37,382,209 at the end of January 2018;
8. it be noted that the actual employee related cost expenditure of R302,822,244 compared with the pro rata budgeted expenditure of R308,530,925 relates to a positive variance of R5,708,680 or 1.85%;
9. it be noted that total outstanding debtors as at 31 January 2018 amounted to R315,457,946 and that 30 days and older debt constitutes 62.6% of total outstanding debtors;
10. it be noted that domestic consumers owe the municipality R215,764,766 or 68.4% of the municipality's total debtor's book;
11. it be noted that outstanding creditors amounted to R0 as at 31 January 2018;
12. it be noted that the primary bank account had a positive bank balance at 31 January 2018 which amounted to R32,704,265; and
13. it be noted that total investments in cash and shares amounted to R135,720,692 as at 31 January 2018 at the five local banks and Eskom.

Meeting: Mayco – 21/02/2018		Submitted by Directorate: Financial Services	
Ref No: 9/1/1/4		Author/s: A Viola	
Coll Nr: 1271821		Referred from:	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:





**MINUTES: MAYORAL COMMITTEE**  
**21 FEBRUARY 2018**

<b>13.5 DRAKENSTEIN'S OUTSTANDING DEBTORS REPORT AS AT 31 JANUARY 2018</b>
<b>DRAKENSTEIN SE UITSTAANDE SKULD VERSLAG SOOS OP 31 JANUARIE 2018</b>
<b>INGXELO YAMATYALA ASE DRAKENSTEIN NGOBUNJALO NGOMHLA WE 31 JANUWARI 2018</b>

**RESOLVED that**

the report, **be noted.**

Meeting: Mayco – 21/02/2018		Submitted by Directorate: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Coll Nr: 1279417		Referred from:	
PAR:	ACTION:	RESPONSIBLE DEPARTMENT:	DUE DATE:

<b>13.6 SUPPLY CHAIN MANAGEMENT: NOTIFICATION OF MONTHLY TENDER AWARDS: JANUARY 2018</b>
<b>VOORSIENINGSKANAALBESTUUR: TENDERTOEkENNINGS VIR JANUARIE 2018</b>
<b>ULAWULO LOTHUNGELWANO LWEZIBONELELO: ISAZISO SONIKEZELO LWETHENDA: JANUWARI 2018</b>

**RESOLVED that**

It be recommended to Council that:-

1. the tenders and contracts above R200 000 that were adjudicated by the Bid Adjudication Committee and the City Manager for the month of January 2018, **be noted**; and
2. the tenders and/or contracts and the reasons for the awards as recorded by the Accounting Officer as attached to the departmental report, **be noted.**

Meeting: Mayco – 21/02/2018		Submitted by Directorate: Financial Services	
Ref No: 8/1/2/1 x 9/1/1/5		Author/s: H Vergotine	
Coll Nr: 1277572 x 1279719		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>





**MINUTES: MAYORAL COMMITTEE  
21 FEBRUARY 2018**

**13.7 REPORT ON DEVIATIONS AND RATIFICATION OF MINOR BREACHES FROM THE  
PROCUREMENT PROCESSES: JANUARY 2018**

**VERSLAG VAN AFWYKINGS EN RATIFIKASIE VAN GERINGE OORTREDINGE VAN DIE  
VERKRYGINGSPROSESSE: JANUARIE 2018**

**INGXELO YOKUPHAMBUKELA KUNYE NOLUNGISO OLUNCINCI LOKUPHEPHELA  
KWINKUBO ZOKUFUMANA: JANUWARI 2018**

**RESOLVED that**

It be recommended to Council that:-

1. in terms of paragraph 36(2) of the SCM Policy, the deviations and the reasons for the deviations for the amount of R 2,106,403 for January 2018 as recorded by the Accounting Officer in the annexures to the departmental report, be noted; and
2. the Chief Financial Officer record the accumulated deviation amount of R 26,488,520 for the financial year in the notes to the 2017/2018 annual financial statements as required by legislation.

Meeting: Mayco – 21/02/2018		Submitted by Directorate: Financial Services	
Ref No: 9/1/1/5		Author/s: H Vergotine	
Coll Nr: 1277578 X 1279728		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>

**13.8 INDIGENT HOUSEHOLDS' STATISTICS REPORT AS AT 31 JANUARY 2018**

**DEURNIS HUISHOUDELIKE VERSLAG SOOS OP 31 JANUARIE 2018**

**INGXELO YOLUHLU LWEZINDLU EZINGAMAPHLWEMPU NGOBUNJALO NGOMHLA  
WE 31 JANUWARI 2018**

**RESOLVED**

that the report **be noted**.

Meeting: Mayco – 21/02/2018		Submitted by Directorate: Financial Services	
Ref No: 9/1/1/4		Author/s: A Abrahams	
Coll Nr: 1278237		Referred from:	
<u>PAR:</u>	<u>ACTION:</u>	<u>RESPONSIBLE DEPARTMENT:</u>	<u>DUE DATE:</u>





MINUTES: MAYORAL COMMITTEE  
21 FEBRUARY 2018

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14. URGENT MATTERS

None.

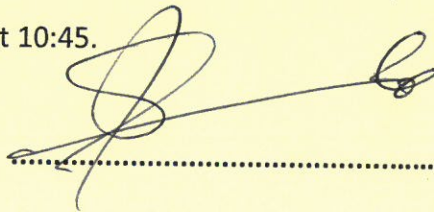
15. CONFIDENTIAL MINUTES

15.1 COUNCILLORS OUTSTANDING DEBT REPORT AS AT 31 JANUARY 2018

See Confidential Minutes.

The meeting ended at 10:45.

CHAIRPERSON:

  
.....

DATE:

.....

Confirmed on ..... with/without amendments.

PJ/rs



ATTENDANCE REGISTER: MAYORAL COMMITTEE  
21 FEBRUARY 2018

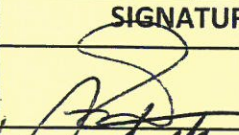
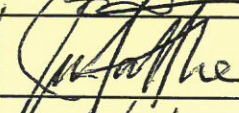
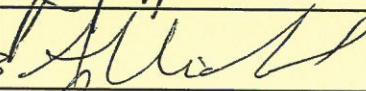
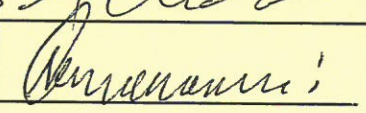
SURNAME	INITIALS	TITLE	CELLPHONE	SIGNATURE
POOLE Executive Mayor	C J	MR	0785304285 0824979046	Apology
COMBRINK Deputy Executive Mayor (Financial Services)	G C	MR	0824553445	Combrink
LE ROUX (Engineering Services)	J F	MR	0834595965	LeRoux
ANDREAS (Rural Management)	M A	MS	0767901066	Apology
JACOBS (Social Services)	F	MS	0837600466	Jacobs
KEARNS (Environment, Parks and Open Spaces)	C	MS	0765018441 0769406614	Kearns
MILLER (Planning and Development)	J	MR	0834400507	Miller
MOKOENA (Corporate Services)	L P	MS	0734198671	PRESENT
SMUTS (Public Safety)	R	MR	0824948467	Smuts
VAN NIEKERK (Sport, Recreation, Arts and Culture)	LT	MS	0818858365	V. Niekerk
VAN NIEUWEMHUYZEN (Communication and Inter- Governmental Relations (IGR))	R H	MR	0826296239	V. Nieuwemhuyzen
WILLEMSE (Human Settlements and Property Management)	L	MS	0820799421	Willemse
STOWMAN Speaker	AC	MR	0791895359	Stowman
KOEGELENBERG Chief Whip	RA	MR	0832693438	Koegelenberg
MATTHEE MPLC Chair	J	MR	0824486180	PRESENT
RICHARDS Leader of Opposition	AM	MR	0827860053	

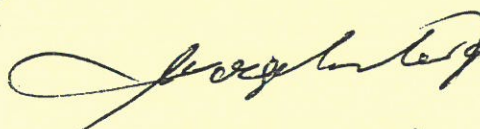
*Registered*  
21/2/2018

Office of the / Kantoor van die  
CHIEFWHIP / HOOFSWEEP  
Cllr / Rdl R.A. KOEGELENBERG  
Drakenstein



ATTENDANCE REGISTER: MAYORAL COMMITTEE  
21 FEBRUARY 2018

SURNAME	INITIALS	TITLE	CELLPHONE	SIGNATURE
W MEYER	WPD	MR	0815568921	
S Matthe				
RICHARDS	AM	MR	0827860053	
SAMBOKWE	L.S	MS	07126646 <sup>28</sup>	

Office of the / Kantoor van die  
**CHIEFWHIP / HOOFSWEEP**  
**Clr / Rdl R.A. KOEGELENBERG**  
**Drakenstein**